

Pickett County Board of Education
Family and Community Engagement Plan

2005-06

The Pickett County Board of Education believes that parents and school personnel must work together to improve the quality of education for all students. The Pickett County School District will assist the schools in building their capacity for an effective family involvement program.

The LEA will provide coordination, technical assistance any other support necessary to assist participating schools in planning and implementing effective family involvement. The district will be a constant source of support as they develop their family involvement programs. Support will include funding, materials, staff training and other resources, including assistance in contacting and coordinating with other programs such as Adult Education, Head Start, Special Education, Homeless Education, Family Resource and other Title Programs.

An evaluation of the family involvement plan and program will be conducted by annual surveys and meeting evaluation. These will be analyzed to determine how effective the program is, how to improve the program and to identify barriers to the success of the program. Bases on findings of the evaluation, the program will be revised as necessary.

The goal of Pickett County School System is to build a strong partnership between the home, community and school. The purpose of this plan is to improve the involvement of family members in children's education and to ensure the success of our students.

The Pickett County School District encourages involvement in the following ways:

1. Advisory people to serve on committees
2. Gather ideas and concerns from individuals and groups
3. Involvement in parent-teacher groups/committees

The parents of children being served must have an adequate opportunity to participate in the planning, designing and implementation of Federal Programs through the following activities:

1. An annual meeting to explain the programs and activities available to which all parents of participating children are invited.
2. Provide parent of all participating children with timely progress reports.
3. To conduct a parent-teacher conference at least twice a year.
4. Make education personnel employed under Federal Programs readily available to parents and their concerns.

VOLUNTEERING

Goal: Recruit and organize parent help and support.

- Increase in parent attendance at parent/teacher conference
- Use the parent/teacher/student compact to improve the learning of students both at home and at school
- Use school and classroom volunteers to help teachers and parents work together to provide and encourage all families to participate in the education of our students
- Web site provided to Tennessee State Department of Education and link to Blue Print for Learning which provides curriculum standards for subjects taught in Tennessee schools

PARENTING

Goal: Help families establish home environments to support children as students.

- Provide suggestions for home conditions that support learning at each grade level
- Provide workshops, videotapes and available parenting classes for parents.
- Parent education and other courses

COMMUNICATION

Goal: Design more effective forms of school to home and home to school communications with all families each year about school programs and their children's progress.

- Conferences with parents at least twice a year and follow ups as needed
- Language translator to help families as needed
- Regular schedule of useful notices, memos, phone calls, newsletters, and emails
- Clear information on school policies and programs

LEARNING AT HOME

Goal: Provide information and ideas to families about how to help students with homework and other curricular related activities, decisions and planning.

- Information for families on skills required for all students at each grade level.
- Information on homework policies and how to monitor and discuss homework at home.
- Calendars with activities for parents and students at home.

DECISION MAKING

Goal: Include parents in school decision.

- School advisory councils or committees
- District level councils and committees for community and family involvement.
- Include students and parents in decision making groups.

Requirements	Activities and Strategies	Participants	Date/Time	Evidence of Compliance
Provide parent-teacher conferences as scheduled by the district	Discuss the student's progress and performance parents, students with parents Offer suggestions, materials information on homework, subject content, behavior offer additional parent meetings as needed	Principals Teachers	Fall/Spring Meetings	Copies of notices of request for attendance Sign in sheets
Frequent reports to parents on performance and progress of their child	Send mid-nine week reports home Send report cards home every nine weeks Send copies of additional progress reports as available TCAP and/or Gateway Data and interpretation of scores to home Write parents a note or letter if child is not performing to expectations so parents will have the opportunity to intervene Inform parents of performance of child's School	Teachers, Parents, & Students	Mid-nine Weeks Every nine weeks At scheduled meetings District report card	Copies of reports sent Report cards
Provide a district web site Provide school web site	Provide district contact into Important information	All	Ongoing	http://pickett.k12tn.net
Annual Title I Meetings	Meetings for families to inform them of Title I requirements	Title I Schools Targeted assisted	Fall	Sign in sheets Invitation Letter Agenda
Distribute schools newsletters	Provide current and timely info to parents	PCK-8	Monthly	Samples of newsletters
Conduct Freshman Orientation	Help assist incoming freshman transition into high school	PCK-8 & PCHS	Spring	Invitation letter to Families of 8 th grade students

Open house	Open house for families to meet school personnel	PCHS & PCK-8	Fall	Invitation Notice
Kindergarten Registration	Early registration for Kindergarten	PCK-8	Spring	Newspaper/Flyers
Visiting day for Kindergarten students	Help student transition into kindergarten	Kindergarten students	Spring	Notice in Paper
Family surveys	Parent satisfaction of district	Parents	Spring	Surveys
Provide TCAP and Gateway information	Annual measure of school, teacher and child progress Provide individual data to parents	PCK-8 & PCHS	Timely	District Report Card TVASS
Public school choice	Public school choice offers children who are enrolled in a school that does not meet targets for improving achievement the option to enroll in another school that is	High Priority Schools	In a timely manner	High Priority List
Distribute school handbook	Provides parents information about school policies, attendance, and homework	PCHS & PCK-8	Beginning of school New students	Copy of handbook
Distribute school menus	Provide parents with menus	PCHS & PCK-8	Weekly in Pickett Press	Sample Menu
Provide after school homework assistance	Tutoring Sessions	PCHS & PCK-8 Extended Contract Personnel	Timely	List of Tutors

Safe and Drug Free Program	Provide students and parents info about drug and violence prevention	PCHS & PCK8	Red Ribbon Week Character Counts	Press/Newsletters
Family Resource Personnel	Family support for needed services	PCHS & PCK8	Anti-Drug Programs In-service about drug Awareness Daily	Documentation
Computer Classes	Provide training necessary for understanding of student and technical involvement in classrooms GED readiness	Public	Spring/Winter/Fall	Sign in sheet/Adult Ed
School/Parent/Student Compact	To show shared responsibilities	Title I school	Annually	Sample Compact
Offer flexible meetings at different times so everyone has an opportunity to attend	Hole A.M. and P.M. meetings as feasible	Administration Teachers Staff Parents	Ongoing	Sign in sheets Agenda/Handouts
Involve parents in an organized ongoing way in Planning and improvement	Allow parents to become members of planning Teams Ask parents to evaluate parent involvement activities	Administrators Teachers Parents	Timely	Planning members Surveys Recommendations
Ensure to the extent possible that info about schools and parent programs are in appropriate language	Designate funds for parent involvement activities	Staff Administrators Teachers Parents	Timely	Copies of translated materials
Provide allocations for Title I Schools for Family Involvement Activities	Designate funds for parent involvement activities	Title I Director	Fall	Budget Documents

Child Find	SPED does a search for children with special needs age 3-21	SPED Depart. Special Needs Children	Annually	Newspaper Daycares Head Start Health Depart.
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