

Drummonds Elementary School Family and Community Engagement School Level Plan

Part III. General Expectations for Title I schools

Parents are key educators in the lives of their children. They serve as role models for the children and must be actively involved in their child's education. Working collaboratively, parents and staff can make a difference in the life of every child. Drummonds Elementary School, along with parents, has established the following *expectations for parent/guardian involvement*:

- A. Drummonds Elementary School will *provide opportunities for regular meetings* which will be open to all parents/families. The school's Instructional Consultant and the district's Family Coordinator will facilitate these meetings. Invitations will be sent home with each student at Drummonds Elementary. The meeting dates and times will also be distributed throughout the school district by postings on the district's web site. These *meetings will be held in various locations and at different times* in order to accommodate parent/guardian schedules.
 - a. *An annual, informational meeting* regarding the "No Child Left Behind" act will be held during the fall.
 - b. *A series of "family meetings"* will be conducted throughout the school year to address the following topics language arts, math, science, social studies, technology, and Terra Nova testing.

- B. *School-Family-Student Compacts* will be *jointly developed with families* in order to outline how families, school staff, and students will share the responsibility for improved academic achievement and the means by which the school and families are responsible for supporting their children's learning.
 - a. Parent-Teacher conferences will be held bi-annually, in order to discuss the compact as it relates to the individual student's achievement.
 - b. Parents/Guardians will receive numerous reports on their child's progress.
 - c. Parents/Guardians will be provided reasonable access to school staff, opportunities to volunteer, and opportunities to participate in their child's learning.
 - d. Notification will be given to parents/guardians if a teacher is employed for over four weeks who does not meet the highly qualified requirements of the "No Child Left Behind" act.
 - e. Parents/Guardians will receive notification that they may request information about the qualifications of their child's teacher.

- C. Drummonds Elementary School will *provide parents/guardians timely information* through various means.
- a. Teachers will publish weekly classroom newsletters to inform parents/guardians of curriculum objectives, important dates, and other pertinent school information. Teachers and administrators will make phone calls when appropriate and/or necessary.
 - b. The school marquee will be utilized to disseminate important information and dates to parents/guardians.
 - c. The Principal and Instructional Consultant will create and distribute a school calendar for all students. The school calendar will also be posted on the school's web site.
 - d. Student agenda books will be utilized on a daily basis to communicate students' progress and behavior concerns.
 - e. Quarterly assessment reports will be provided to parents/guardians detailing their child's performance.
 - f. The school website will provide a link to the Tennessee Department of Education where *parents/guardians can access information regarding curriculum objectives, academic assessments, and expected proficiency levels.*
- D. Drummonds Elementary School will *involve parents in an organized, ongoing and timely way.*
- a. Parent Teacher Organization will solicit members and hold bi-monthly meetings.
 - b. Parents/Guardians will be informed of the opportunities to become a School Volunteer.
 - c. Parent Teacher Conferences will allow parents/guardians to gain a deeper understanding of their child's academic progress each semester.
- E. Drummonds Elementary School faculty and staff will receive *training on how to reach out, communicate with, and work with parents/guardians* as equal partners.
- F. Drummonds Elementary School will *coordinate and integrate parent involvement programs and activities* with Head Start, Pre-kindergarten, Coordinated Health Programs and Family Services when feasible.
- G. Drummonds Elementary School will provide *full opportunities for participation by parents/guardians with limited English proficiency, disabilities, and migrants to the extent practicable.* They will receive information related to school and parent programs in a format and language they can understand, when feasible.
- a. Spanish
 - b. Japanese
- H. The Drummonds Elementary School Instructional Consultant and the Tipton County Family Coordinator will be available for *parents/guardians to request meetings, materials, or other parent involvement activities pertaining to their child's education.*