

## **Hillcrest Elementary** **Title I Parent Involvement Plan**

The Hamblen County School System and Hillcrest Elementary understands the importance of parental involvement in a child's education and strongly encourages parents to participate in their child's education. This plan represents a joint effort between parents, teachers, staff, and the community to improve parent involvement at Hillcrest. The following information reflects the goals and strategies that we consider essential to reach our objective.

### **Goals:**

1. Encourage family and community involvement in children's education.
2. Understand and support educational needs of students.
3. Create an atmosphere of positive communication for families, students and teachers.

It is our belief that the following strategies will serve to develop and strengthen our learning environment, which includes students, families, teachers, and community.

### **Goal 1: Encourage family and community involvement in children's education.**

#### Strategies:

1. The Family Resources Coordinator will act as liaison between school, families, and community services (Referral Services).
2. The Family Resources Coordinator will provide training for parent volunteers during the day and the evening on an as needed basis. (Parent Training Services)
3. During our annual school wide Open House, parents will be encouraged to volunteer and participate in school fundraiser, parent/teacher conferences, book fair and Parent Connection Nights.

4. As a part of Open House parents will be oriented to the school attendance policies and requirements and informed of the Title I program and Parent Involvement Plan.
5. Hillcrest will invite parents to participate in special events throughout the year. Events include Parent Connection Nights, Holiday Programs, Cowboy Fundraisers, Cowboy Stomp, Field Day, Awards Day, Field Trips and Book Fair.
6. Parents will be encouraged to visit the school and eat lunch with their child.
7. Teachers and staff will schedule Parent/Teacher Conferences, IEP meetings or any other conferences at convenient times for parents.

**Goal 2: To Understand and support educational needs of students.**

1. Each parent, will be asked to sign a Parent/School compact.
2. Family Resources Coordinator will monitor attendance.
3. Family Resources Coordinator will identify and keeps records of “homeless” students. School supplies will be provided. Clothing will be provided on an as needed basis. (Educational Services.)
4. Family Resources Coordinator will provide resources for health assistance (Health and Social Services).
5. Family Resources Coordinator, with the help of community participants, will provide incentives for perfect attendance and honor roll students.

**Goal 3: To Create an atmosphere of positive communication for families, students and teachers.**

1. The school will have an updated website. The website will include a Teacher Directory, a copy of the handbook in English and Spanish, current news items, and links to important websites for parents and children. A copy of the Parent Involvement Plan will also be posted on the website. Twitter, Instagram, and Facebook sites have been added as an additional way to keep parents informed and will be updated on a regular basis.
2. A copy of the Hillcrest Elementary Handbook will be distributed to each student annually in a language that parents can understand.

- The Handbook includes the Dress Code, Information Pages, Discipline Plan and a copy of the School Calendar.
3. School lunch menus will be sent home on a monthly basis in a language that parents can understand.
  4. A school newsletter, which includes grade level information, a message from the principal, and upcoming events, will be published on a monthly basis and sent home in a language that parents can understand.
  5. In Kindergarten and First Grade, teachers will send home a Parent/Teacher Communication folder every day. In Second Grade through Fifth Grade, a Daily Planner will be sent home to inform parents of homework and special events.
  6. Parents will be notified by phone of any health, discipline or academic issues.
  7. Mid-term progress reports will be sent home. Report cards will be sent home every six-weeks. Parents can also access student grades through Parent Portal.
  8. The School will use Notify Me notification system for important messages.
  9. The School marquee will post upcoming events.
  10. Hillcrest will provide translation services for non-English speaking parents.