

## Hutchens Elementary School Family Engagement Plan

2016-2017

586 Clonts Road, Douglasville, GA 30134

phone: 678-838-2683

[www.paulding.k12.ga.us](http://www.paulding.k12.ga.us)

Principal: Ms. Stefanie Bowen



Revised 9/16/2016

### Hutchens Elementary is a Title I School

Title I is a federally funded program for schools. The funds are used for educational services for children to provide additional support to ensure academic success. The focus of the Title I program is on helping *all* students meet high standards.

At Hutchens Elementary, our Title I program provides the following:

- Teachers who work with students who can benefit from additional support
- Learning resources for students
- Professional learning resources for teachers
- Resources and activities for parents to access as they support their child academically.



## Hutchens Elementary School Family Engagement Plan



Our Family Engagement Plan is a plan that outlines what we will provide for parents and guardians, and how we will work together, to strengthen the academic success of each child in our school. Our Family Engagement (FE) Plan is based upon school goals for student academic achievement and is developed by parents/guardians and school staff.

Hutchens Elementary Family Engagement Plan is updated every year with input from parents and school staff. In late winter, a survey will be made available to all parents, and to be taken on-line or on a paper copy that will be sent home to all parents of our students. It will be advertised through bulletins, phone calls, and in parent meetings. The survey will ask for input on the components of the current Family Engagement Plan and parent engagement opportunities that will take place during the school year, and will invite suggestions and input in the development of an updated Family Engagement Plan and Parent Engagement Budget. Participation from parents will also be sought through responses on feedback forms provided at all parent engagement meetings and activities, the availability of a suggestion box and meetings planned specifically for developing the policy together.

Once the plan is created, it will be presented to parents and school staff (in parent engagement meetings, through the school website, and accessibility to paper copies in the school) for final agreement. It will then be introduced as the Family Engagement Plan at the Annual Title I Parent Involvement Meeting which takes place in early fall of every school year.

Hutchens Elementary Family Engagement Plan is distributed to all parents/guardians of students in our school, is available on our school website and in our Parent Resource Center. It is written in a language that parents can understand, and translation is available upon request. We strive to make continual progress in working with our parents, and welcome any feedback and suggestions at all times throughout the school year.

## Hutchens Elementary School Goals 2016-2017



- Seventy percent of students in grades K- 5 will perform on grade level on the Math Inventory universal screener at the final administration given in May 2017.
- Seventy percent of students in grades K- 5 will perform on grade level on the Reading Inventory universal screener at the final administration given in May 2017.

Hutchens Elementary School Goals align with our District Goals below.

## Paulding County School District Goals 2016-2017



- The percentage of students scoring at Developing Learner or above on the Georgia Milestones English Language Arts End of Grade Assessment will increase by 1.5 percentage points.
- The percentage of students scoring at Developing Learner or above on the Georgia Milestones Mathematics End of Grade Assessment will increase by 1.5 percentage points.



**You are Invited**

## Together Improving The Learning Environment

Hutchens Elementary will host the following events and will provide support to build the capacity for strong parental engagement to support a partnership among the school, parents and the community to improve student academic achievement. Meetings and activities will be provided at a variety of times to help accommodate parent/guardian schedules. All parents will receive notification and invitation to events in school newsletters, phone calls, and bulletins/notices. A calendar of planned events will also be shared, and posted in the Parent Resource Center.

### Activities and Topics Will Include:

**Open House – July 28, 2016** from 2pm until 6pm. Meet your child’s teacher and our friendly and helpful school staff. Parents take advantage of the opportunity to view our Parent Resource Center as well as review and provide input on the development of the following documents that are developed with parents in the spring: Hutchens’s Parent Engagement Policy, Parent-Teacher-Student Compact, School wide School Improvement Plan, and the Title I Parent Involvement Budget.

**Grade Level Orientation Nights – August 9<sup>th</sup> - First, 11<sup>th</sup> - Fourth, 16<sup>th</sup> - Kindergarten, 18<sup>th</sup> - Second, 22<sup>nd</sup> - Fifth, 23<sup>rd</sup> – Third, 2016 from 6-7pm.** Come learn about your child’s grade level standards and expectations for the upcoming year. Grade level teachers will share how you can track your child’s progress and how to assist at home.

**All Pro Dad Breakfast Meetings- Wednesday Mornings Sept. 14<sup>th</sup>, Nov. 9<sup>th</sup>, January 25<sup>th</sup>, and March 8<sup>th</sup> from 7:25-8:00am.** Dads come enjoy breakfast, conversation, and academic integrated activities with your student.

**Annual Title I Parent Involvement Meeting- September 22, 2016 8:15am or 1:15pm** We invite you to “Buzz In” to learn about our Title I program. Find out about Title I guidelines, requirements, and documents. After the meeting, parents “Buzz” their way through the Parent Resource Center to discover and become familiar with resources to use at home to support their child’s academic success.

**Family Learning Nights –Spooky Science/Monster Math October 20<sup>th</sup>, 2016 6-8pm, Family Fitness Fun Night January 19<sup>th</sup>, 2017, 5:30-7:00pm, Reading and Math Ingles Family Night February 16<sup>th</sup>, 2017, 5:30-7:00pm.** We invite you to come out and have a fun filled learning night with your child. Families will be engaged in math, reading, or science activities and/or strategies addressing K-5 standards and school improvement goals. Parents will receive guidance and resources on how to support their student’s learning and have fun all at the same time.

### **Topics covered at Monthly Meetings-**

- The Georgia Milestones and Local Assessments (MI/RI/GKIDS)– What they mean and what to expect
- PTA and volunteer opportunities – room moms, committee chairs, classroom volunteers and family spirit nights/events
- Comprehension, Lexiles, and RI Oh My! – How you can use these to monitor your student’s reading progress
- Strategies, Quantiles, and MI Oh My!– How you can use these to monitor your student’s math progress
- Educational Technology~ Latest resources to support your child’s learning
- Transition Meetings: Information for Kindergarten and Middle School Success
- Getting Ready for Next Year: Your Input is Needed! (FE Plan, FE Budget, SWP, and Compact)
- Other topics, as parents may request and all meeting resources are posted online the day after the meeting

All parents/guardians of students attending Hutchens Elementary are invited to participate in all planned events and activities. Communication will be provided in an understandable language; translation of materials and documents shared with parents/guardians is available upon request and through school website translation.

## Definition of Parental Involvement

Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities. As a school, we will provide opportunities for parents to:

- ✿ play an integral role in assisting your child's learning;
- ✿ be actively involved in your child's education at school;
- ✿ be full partners in your child's education;
- ✿ be included, as appropriate, in decision-making and on advisory committees to assist in the education of your child;
- ✿ be involved in other offered informative activities.

*School staff is available for meeting, and appointments may be arranged by contacting Hutchens Elementary at 678.838.2683*

## School-Parent Compacts

Hutchens Elementary Family Engagement Plan includes a Compact, which is developed jointly by staff, parents/guardians, and students. The Compact is an agreement that explains how parents/guardians, teachers and students will work together to make sure that every student is supported in reaching academic success. All parents of students at Hutchens Elementary School are invited to review the Compact and provide feedback and input every year. Revisions are made and are based on input from parents, students and teachers. They are discussed in October at Parent-Teacher Conference time, and serve as a reminder of our commitment to action in supporting each and every student at Hutchens. All parents keep a copy of the compact. The Compact will be referenced throughout the year by students, parents and teachers at parent engagement meetings, in student goal-setting, and in designing lessons.



## Hutchens Elementary is Reaching Outside the Hive!



Hutchens Elementary will take the following measures to promote and support parents as equal partners in supporting student achievement:

- ✓ Provide requested information related to school meetings and programs in English and Spanish. The request may be made to the child's teacher, to the front office, or to the Title I Instructional Lead teacher, Crystal Dankert. The request can be communicated in the child's agenda, via phone, via email, or in person.  
Our address is, 586 Clonts Rd, Douglasville, GA 30134  
Phone 678-838-2683  
Email: [cdankert@paulding.k12.ga.us](mailto:cdankert@paulding.k12.ga.us)
- ✓ Provide professional learning with staff on parent engagement practices which include parent conferences, use of parent resource center materials, and effective communication strategies.
- ✓ Establish a partnership with local Pre-K programs to provide school information and transitional support for parents to more fully participate in the education of their child.
- ✓ Provide school's academic standards, assessments, and ways to monitor their child's progress through the school websites, newsletters, and during monthly meetings.
- ✓ Inform all families and community stakeholders on a consistent basis information about school wide events and activities, using Blackboard Notification System, Facebook, Class Dojo, newsletters, flyers, invitations, and school website.
- ✓ Use parent feedback obtained through parent meetings and surveys to determine professional learning needs of our staff as it pertains to parent engagement.
- ✓ Supply parents with necessary materials at conferences, meetings, workshops, and Family Nights to help parents work with their child to improve their achievement.
- ✓ Communicate with local stakeholders to increase participation and awareness of the school family engagement plan and activities.
- ✓ Provide parents information and resources on ways to enhance their education.
- ✓ Solicit feedback and provide parent support for additional parental engagement activities at all family engagement events and through the availability of a suggestion box located in the Parent Resource Center.

### Parent Involvement Standards

Hutchens Elementary and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are –

1. Open House Welcoming All Families
2. Communicating Effectively
3. Supporting Student Success
4. Speaking Up for Every Child
5. Sharing Power
6. Collaborating with Community

### Parent Engagement is Important

The staff at Hutchens Elementary understands the value and utility of contributions of parents. Staff will participate in meeting with parents/guardians to share grade-level information, conference with parents to share ideas and resources, and will make plans and communicate through the use of student agendas, Class Dojo, email, and weekly grade-level newsletters. We know that working with parents as equal partners and building ties between home and school are vital to student academic achievement!

Regardless of family income or background, students with involved parents are more likely to:

- Earn higher grades and test scores, and enroll in higher-level programs
- Be promoted and pass their classes
- Attend school regularly
- Have better social skills, show improved behavior, and adapt well to school
- Graduate and go on to further education



### Our Commitment

At Hutchens Elementary, we support our parents/guardians in attending the parental activities included in this plan. We make every effort to communicate the details of events in a number of ways, including newsletters, bulletins, phone calls, texts, emails, Facebook, Class Dojo and school web-site postings. Please call or email us if you require further information or assistance in any way in order to participate in our activities.

Please contact: Crystal Dankert, Title I ILT  
with any request for support.

Phone: 678.838.2683

Email: [cdankert@paudling.k12.ga.us](mailto:cdankert@paudling.k12.ga.us)

### Hutchens Elementary

Title I Team  
2016-2017



Crystal Dankert, Title I ILT  
Brandi Cosby, Title I Teacher  
Melissa Goulden, Title I Teacher  
Natalie Clark, Title I Teacher  
Tasheena Burch, Title I Teacher

If this plan is not satisfactory to the parents of students at Hutchens Elementary, the school will submit any parent comments with this plan to Cassandra Dobbs, Paulding County School Title I Director at: Paulding County Board of Education 3236 Atlanta Highway, Dallas, GA 30132



### Hutchens Elementary Parent Resource Center

Location: Room B103,  
Next to the Media Center

Open Daily

7:30 a.m. - 3:00 p.m.

Hutchens Elementary is pleased to offer a growing Parent Resource Center! It is filled with resources for parents to borrow (for free) as you work with your child on academic support. There are also computers and a printer available for your use. Resources are added throughout the year, and are chosen based on requests from parents and input from teachers. We feature the latest additions in parent meetings and workshops, and encourage access to the center through flyers, phone calls and articles in school newsletters. Please consider this to be your home while at school!