

DAYTON CITY SCHOOL FAMILY ENGAGEMENT PLAN

GOAL 1

Dayton City School will insure that all families and community will have an opportunity to help develop the system's Family-Community Engagement Policy.

Action Plan:

- Community representatives with diverse backgrounds will form a focus group and meet to formulate and gather information for our policy and plan.
- The plan will be located in the main office and on the school website for all stakeholders to review and make suggestions for revisions. Names of key contact persons will be provided.
- The focus group, including school administrators, will review the policy and plan and make recommendations for changes and revisions.
- Dayton City School Board of Education will review and approve the Family Engagement Plan.
- Attention will be paid to including parents from all existing cultural, economic and language backgrounds in the focus group.

GOAL 2

Dayton City School will provide technical assistance and planning support for effective family engagement.

Action Plan:

- Federal Projects Director, principal, superintendent and school planning teams will meet to provide training in developing school level engagement plans.
- Parents, students, community and school personnel will be solicited for input for more effective communication.
- In-service and staff development days will be used to provide training on implementing the Family Engagement Policy.
- Communication will be improved by the implementation of a new phone system.

GOAL 3

Dayton City School will clearly articulate goals for family engagement and evaluate the effectiveness of the goals.

Action Plan:

- Dayton City School will develop a family engagement plan with the help of all stakeholders.
- The Dayton City School Board of Education will annually review the Family Engagement Policy.
- Parents and other stakeholders will meet every other month during the PTO meetings to discuss school system issues.
- The “Family Friendly School” survey was administered to determine the effectiveness of our policy and plans.
- All parents are invited to the Title I Annual meeting. Activities funded by Title I are discussed. Parents are encouraged to help in the design, implementation and evaluation of the program.
- The Federal Programs Director speaks annually at Head Start Parent meetings.

GOAL 4

Dayton City School will evaluate the Family Engagement Plan to insure continuous improvement for all families.

Action Plan:

- Task force team will collect, disaggregate and analyze the data annually and determine the needs assessment from the results.
- Representatives with diverse backgrounds from the community and school will meet as a focus group to help gather information and formulate any revisions to our policy and plan.
- The task force and focus group will use information from surveys and other data sources to identify barriers that prevent economically disadvantaged, disabled, limited English proficient, limited literacy, racial, or ethnic minority background parents from participating in activities.
- The task force and focus group will use the findings from evaluation of the plan to develop strategies that more effectively engage families. Special attention will be given to strategies that encourage disengaged families and families with other barriers to participate in school activities.
- The Dayton City School Board of Education will review, revise and approve the Family Engagement Plan annually.
- The needs assessment will be updated annually by the task force.

GOAL 5

Dayton City School will provide opportunities for parents to access and understand curriculum and learning materials as well as Federal, State, and Local standards.

Action Plan:

- The school website will provide curriculum information links for all grade levels regarding curriculum and standards.
- Dayton City School will involve community members as well as parents on their school improvement (TSIP) and Tennessee Comprehensive Schoolwide Planning Process (TCSPP) teams. Parents are encouraged to send comments in writing or via email concerning the TCSPP.
- The school will provide student handbooks that include parent rights and responsibilities as they pertain to their child.
- The website will provide a school calendar and a calendar is given to each child when they register.
- Examination copies of the curricula and other instructional materials are available upon request for parents or community members by contacting the child's teacher or the school principal.
- The school will provide staff development activities for community and staff for family engagement.

GOAL 6

Dayton City School will encourage and maintain effective relationships between the school and the community.

Action Plan:

- A monthly calendar will be sent to all parents and employees to provide information about upcoming events and an overview of what is happening at Dayton City School. This will also be posted on the school's website.
- Open House will be held to inform parents about school procedures, curriculum, achievement test results, and the proficiency levels students are expected to meet. Federal, State and Local regulations will be explained at this meeting.
- A school website is provided and is updated regularly.
- Each teacher has a website that is updated regularly with classroom information.
- A student-parent folder is provided that explains the school policies and procedures and other pertinent information.
- A school calendar is enclosed in the student folder.
- Students in grades 4-8 use assignment books each day. Teachers, students and parents may use these books as a communication tool.
- Materials and training will be provided to help parents work with their children on improving achievement.
- An electronic sign in front of the school will provide announcements of upcoming events and also school closing information.

- Parent-teacher conferences are held twice yearly. Parents may also schedule conferences at other times convenient to them.
- Meetings and training sessions will be held at flexible times and locations to encourage participation.
- Notes, phone calls and emails will be sent to address specific needs or school activities.
- Teachers will initiate ongoing communication with parents.
- A phone system has been installed that provides teacher access through voice-mail so parents may leave messages. The system will be used for homework help and can also call students when they are absent.
- A reception area is available in the main office for parents or other visitors.
- Registration for Pre-K students was done off-site at the Dayton Housing Authority.
- Yearly surveys will be completed by parents.
- Parents will be members of the School Improvement Team for collaborative decision-making.
- The school Parent Compact will be reviewed and updated annually with input from parents and staff.
- To the extent practicable, participation in activities, information and school reports will be provided in a language parents understand.

GOAL 7

Dayton City School will promote family and community participation in school activities.

Action Plan:

- The school will sponsor a PTO and meetings will be held on a regular basis. Childcare is provided.
- Volunteers will be solicited for school needs.
- Notes and phone calls will be used to solicit help.
- Opportunities for volunteering already exist in the following areas: field trips, sporting events, room volunteers, picture day, honors corner and help with reading.
- Parents are invited to eat breakfast or lunch with their children.
- Parents are asked to provide positive information about their child when the student is nominated for a Character Education Award. Families are invited to the awards ceremony and also to a school board meeting where they receive a plaque from the school.
- Interpreters are provided on registration day and throughout the year for Hispanic families.
- Support will be given to other parent involvement activities per parent request

- The Book Fair is open 1 night during the week so that families may attend together.
- The library is open one morning each week during the summer. Parents and grandparents are encouraged to come and read with their child.
- Bryan College and Lee College place several practicum students and student teachers with our school each semester.
- Community members visit classes and share information about other cultures.
- An Education Fair is held every other year to involve business and community members with students.

GOAL 8

Dayton City School will coordinate parent involvement strategies and programs and community services to meet our students' needs.

Action Plan:

- Pre-K teachers attend all staff development.
- Pre-K parents are invited to attend all school functions and have their own parent meetings.
- Counseling services are offered at school during school hours by certified personnel.
- Students may be referred to Joe Johnson Mental Health Services and the Department of Children's Services as needed.
- The Lion's Club provides vision exams and glasses if needed.
- The Rhea County Sheriff's Department provides clothes and toys for needy families at Christmas.
- The Herald-News (paper) provides school supplies for students.
- Newspapers are provided for classroom use through the Newspaper in Education program.
- First Bank of Rhea County provides school supplies for students.
- Anonymous members of the community provide funds for students to take field trips, the 7th grade Nashville trip and the 8th grade trip to Washington, D.C.
- Pre-K and Kindergarten teachers provide transition activities once per week with these students.
- 8th grade students participate in the Pre-K class as "Book Buddies".

GOAL 9

Dayton City School will support professional development and will specify budget to build capacity for family engagement.

Action Plan:

- The school will provide parent and community ongoing meaningful professional development (Family Engagement).
- System-wide training will be provided in Understanding the Framework of Poverty and Boys in Crisis

GOAL 10

Dayton City School will provide curriculum-based activities to be utilized at home to enable and encourage parents to participate in their child's education.

Action Plan:

- The Accelerated Reader list of books is available on the school website and at the public library. Parents may also sign-up to receive notifications when their child takes a test.
- The 4-H program will provide projects and activities to be shared and constructed at home.
- Book Bags are sent home regularly with students. Parents are asked to read with the student and to complete the activities in the bags.