

Cocke County Schools Family Engagement Policy

1. **The Cocke County Board of Education will ensure that all families are represented in the policy development process by providing attention to cultural, economic, language, and demographic issues that allow for total access by all to the process.**
 - A. District and school-based action teams will consistently work to ensure varied and diverse involvement (examples include School Improvement Teams, advisory members to curriculum development projects, parent-teacher teams, etc.) to the extent possible in a community with little diversity.
 - B. Representatives of all families will be able to express their ideas and concerns by responding to surveys and other information gathering devices.
2. **The Cocke County Board of Education will provide necessary support to ensure understanding and implementation of Federal, State, and local standards for family engagement.**
 - A. Staff development will be provided for individual schools on effective practices that lead to measurable family engagement. (This will be done with the individual school's Title I Liaison who is responsible for coordinating meetings and planning family engagement activities.)
 - B. Each school will develop and implement a family engagement plan of effective practices that lead to increased family engagement.
3. **The Cocke County Board of Education supports clear articulated goals for the extent and type of family engagement.**
 - A. Family engagement strategies and action steps are expected to be a part of each School Improvement Plan.
 - B. Each school's efforts to increase the level and quality of family engagement are well documented, monitored, and evaluated, and best examples of what works are shared.
4. **The Cocke County Board of Education will conduct the necessary evaluation to promote continuous improvement of the engagement of all families.**
 - A. The school will conduct an annual assessment of the family engagement policy and these assessments/surveys will be reviewed annually.
 - C. All assessments will be comprehensive and not limited to Title I schools.
5. **The Cocke County Board of Education requires family engagement at all school sites.**
 - A. Each school will develop, implement, and evaluate a policy and plan to promote family engagement activities with an emphasis on student learning.
 - B. Each year's plan will include an annual review with all stakeholders to decide if changes need to be made to the school plan.
 - C. Each school will have a designated person (Title I Liaison) or team to coordinate activities and document parent engagement.

6. **The Cocks County Board of Education will provide procedures for parents to access and understand course of study or curricular materials as well as Federal, State and local standards.**
 - A. Parents will be provided specific training to ensure their understanding of topics such as State Curriculum Frameworks, State Performance Indicators, achievement standards, assessment procedures, and other topics that build the capacity for families to understand and be meaningfully involved in their children's academic experiences. These types of activities may be done during the parent engagement nights required each year.
 - B. The district will maintain a parent/family resource person (at each school this will be the principal and/or Title I Liaison) that assists in the distribution of information to parents.
 - C. Teachers will send home newsletters or messages on Remind on units of study, important upcoming dates, testing schedules, test results, general parent communication, etc. to keep in constant communication and keep parents updated with pertinent school information.
 - D. The district and schools will send home monthly newsletters in English and Spanish with helpful tips and information about how to help their child succeed in different areas, not only academic tips, but also social and emotional information.

7. **The Cocks County Board of Education recognizes that parenting skills are of utmost importance to success of school achievement.**
 - A. Professional development will be provided to all staff to build the capacity to create and sustain effective parenting practices. (ACES training and becoming Trauma Informed Schools has become a priority for our district.)
 - B. Parenting classes will be offered as needed throughout the school district to assist and support parents in becoming effectively engaged in their children's education.
 - C. Through effective communication procedures, the Family Resource and ESL personnel will provide services and assistance to parents (examples may include newsletters, parent meetings, personal contacts, etc.).

8. **The Cocks County Board of Education incorporates family involvement in decision-making and governance.**
 - A. Through representation on committees such as the Consolidated Planning Total Team, all families will have meaningful involvement in district governance and decision making.
 - B. The district will acquire community input on pending policies, practices, and decisions which affect students and families.
 - C. Individual schools will formulate plans which include families in the decision-making process.
 - D. Individual schools will maintain an active school improvement team which is inclusive of representation from all families.

9. **The Cocks County Board of Education endorses the concept that on-going and meaningful professional development is an essential element in the engagement of all families.**
 - A. Professional development on family engagement will be provided as needed to all professional and support staff.

- B. Professional development on family engagement will be provided to families including specific programs identified as necessary and appropriate by the district.
10. **The Cocks County Board of Education will specify district and site budget lines to the effective development, implementation, and measurement of district and school-based family engagement programs.**
- A. Each school will be given a specified amount of funds (Title I), which are earmarked monies for family engagement programs.
 - B. Through annual reports, the district will ensure that Title I funds are spent in accordance with program assurances.
11. **The Cocks County Board of Education will require system supervisors to work with school administrators, teachers, and parents to design improvement strategies at all schools in the system.**
- A. System supervisors will help school administrators to develop strategies so they can work with teachers and parents to develop individual strategies based upon student performance data to help parents understand the standards and what is needed in order for students to master these standards.
 - B. System supervisors will work with school administrators to assist them in developing strategies for involving parents in developing ways to improve student attendance at each school.
 - C. System supervisors will work with school administrators, teachers, and parents to develop strategies that will lead to better discipline among students at all schools.
12. **The Cocks County Board of Education endorses and will work to involve all family groups in family engagement activities to be offered at the district and school levels.**
- A. System wide and individual school meetings and activities will be scheduled so that they will be more accessible to parents. (after school hours)
 - B. The system and local schools will work on helping to arrange transportation for families or family members who notify the system or school prior to the meeting that they are unable to attend the meeting due to a need for transportation.
 - C. The system and individual schools will use a program format that is easy for everyone to understand.
 - D. The system and individual schools when informed of a need for an interpreter will provide interpreters (virtually) at meetings who will act as interpreters for those parents who do not speak English.