



Parent and Community Involvement and Engagement Plan  
2023 - 2024

**A. PARENT AND COMMUNITY INVOLVEMENT MISSION:**

**Central Elementary** will build capacity and create tools to foster partnerships among families, school, and community that result in shared responsibilities for student, school, and community success.

**B. PARENT INVOLVEMENT PLANNING:**

**Central Elementary** will:

- 1 - Invite parents to join PTO during open house plus have a PTO meeting to inform parents about the services PTO provides the school.
- 2 - Communicate with parents via monthly newsletter.

<b>Activity or Task</b> <i>(What will be done?)</i>	<b>People Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability and Evaluations</b> <i>(How success will be measured?)</i>
Open House	Teachers and School Administrators	July 31, 2023	Families will meet the teachers and visit with staff.	Attendance and parent feedback
Monthly Newsletters	Administrator	Monthly newsletter	Monthly newsletter will be sent home to parents	Studer survey will provide feedback.

<b>Activity or Task</b> <i>(What will be done?)</i>	<b>People Responsible</b> <i>(Who will be doing it?)</i>	<b>Timeline</b> <i>(When will it be done?)</i>	<b>Steps</b> <i>(How will it be done?)</i>	<b>Accountability and Evaluations</b> <i>(How success will be measured?)</i>
Teacher-Parent Meeting plus PTO meeting	Teachers, School Administrators , PTO presidents	August 29, 2023	Meeting in cafeteria with PTO and introductions. Parents will go to classrooms.	Attendance and parent feedback.
Parent conference	Teachers, School Administrators	October 20, 2023 January 12, 2024 April 5, 2024	Parents will be notified and two hours will be spent contacting parents.	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
EL Award Night	Teachers, School Administrators, EL teacher (Ms. Meintasis), EL Coordinator (Dr. McCurdy)	September 12, 2023	EL students invited to be celebrated for growth. Parents will be informed on education process.	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
MTSS Meetings	Intervention Coordinator, Math Interventionist, Reading Interventionist, Teachers, Parents of Tier 2/3 students, Principal, Assistant principal	Every 8 weeks	Data will be reviewed and MTSS meetings held to determine student services.	Tier data and student growth measured. Data Wall. Invitation to parents, meeting minutes.
At Risk Meeting	Behavior Interventionist, Intervention Coordinator, Counselor, Reading interventionist, Math Interventionist, EL teacher, Assistant Principal, Director of Student Services	Bi-Weekly	Student concerns are reviewed and decisions made about providing wrap around services for support of SEL and behavior.	Minutes, data, attendance

District Title I Annual Parent / Community Meeting	Chief of Accountability and Accreditation, School Administrators, School Employees, Parents, Other Committee Members as assigned		Face to Face Meeting held during the school day hours	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
Art Show/Book Fair	Specials teachers, administration,	Spring 2024 Date TBD	Parents will be invited to view student work and visit the book fair	Attendance, artsonia purchases
Spring PTO Meeting	Teachers, School Administrators, PTO	Spring 2024 Date TBD	Face to Face Meeting held during nighttime hours	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
Spring Parent Engagement Meeting	Chief of Accountability and Accreditation, School Administrators, School Employees, Parents, Other Committee Members as assigned	Spring 2024 Date TBD	Face to Face at Central Office to discuss ways to engage parents and use federal funds to support the different Title funds.	Attendance, Survey, Parent Feedback

**C. SCHOOL-PARENT COMPACT: SHARED RESPONSIBILITIES FOR ACADEMIC ACHIEVEMENT:**

**1 -Central Elementary will support student learning in the following ways:**

**a - provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet Mississippi’s academic achievement standards as follows:**

Central Elementary will provide curriculum based on Mississippi Standards and provide differentiated instruction delivered by a certified, high quality staff. Resources will be sent home to parents to help the involvement of parents throughout the year. Teachers will receive continuous professional development training provided by the district staff and consultants. Teachers provide the best instruction possible by utilizing research-based instructional strategies and the PLC model.

**b - Parent communication will be used discussed as it relates to the individual student's academic achievement.**

*Parent-teacher communication will be held through individual conferences, open house events, and school status messaging. During the communication contacts, student progress, academic achievement level on benchmarks, standard mastery, and classroom behavior will be discussed.*

**c - Provide parents with frequent reports on their children's progress. Parents will receive weekly newsletters, 4.5 week progress reports, 9 week progress reports, STAR data sheets, benchmark performance.**

**d - Provide parents reasonable access to staff.**

*Parents may request a conference or a meeting with the teacher by either calling the school at, by sending a note in your child's folder, or sending an e-mail message to the teacher.*

**e - Provide parents opportunities to volunteer in their child's school and to participate in school activities.**

Parents can volunteer as a PTO parent, visit during special events, eat lunch on campus, attend field trips. *The current volunteer policy is defined on the OSD website at [www.oxfordsd.org](http://www.oxfordsd.org). Volunteer opportunities will be established by the teacher and communicated to parents and the front office. Parents should follow visitor procedures when coming to volunteer.*

**2 - Parents will support student learning in the following ways:**

- a - Have your child at school each day on time.
- b - Give your child support and a quiet place to complete homework.
- c - Encourage your child to read or read to your child 15 - 20 minutes each day, without distractions.
- d - Participate in decisions about your child's education through parent

conferences, PTO, committees, etc.

- e - Be engaged in your child’s education and ask for help from the school to help you assist your child in his/her efforts at home.
- f - Stay informed about your child’s performance and work collaboratively.
- g - Participate in events on campus to learn more about how to help at home.

3 - Students will share the responsibility to improve academic achievement in the following ways:

- a - Attend school every day ready to learn.
- b - Complete any homework given for the day.
- c - Read something of interest every day outside of school time.
- d - Deliver all notices and information you may receive at school to an adult in your home.
- e - Give maximum effort to your education at all times.

**D. BUILDING CAPACITY FOR PARENT INVOLVEMENT AND COMMUNITY ENGAGEMENT:**

**Central Elementary will:**

1 - Foster parental involvement and community engagement by providing information regarding Title I requirements, curriculum standards, and student achievement within the school and district. Central Elementary will provide materials and training as applicable. Trainings will focus on helping parents to prepare and assist their children for learning at school and at home. Trainings will also focus on building community partnerships. To the extent practical, information regarding parent trainings, meetings, and activities will be provided in a language parents and community members can understand.

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Monthly Newsletters	Administrator	Monthly newsletter	Monthly newsletter will be sent home to parents	Studer survey will provide feedback.

Teacher-Parent Meeting plus PTO meeting	Teachers, School Administrators , PTO presidents	August 28, 2023	Meeting in cafeteria with PTO and introductions. Parents will go to classrooms.	Attendance and parent feedback.
Parent Conferences	Teachers and School Administrators	October 20, 2023 January 12, 2024 April 5, 2024	Parents will be notified of student progress.	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
EL Award Night	Teachers, School Administrators, EL teacher (Ms. Meintasis), EL Coordinator (Dr. McCurdy)	September 12, 2023	EL students invited to be celebrated for growth. Parents will be informed on education process.	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
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District Title I Annual Parent / Community Meeting	Chief of Accountability and Accreditation, School Administrators, School Employees, Parents, Other Committee Members as assigned	November 7, 2022	Face to Face Meeting held during the school day hours	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys

Art Show/Book Fair	Specials teachers, administration,	Spring 2024 Date TBD	Parents will be invited to view student work and visit the book fair	Attendance, artsonia purchases
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2 - Educate teachers, administrators, and other staff concerning the value of parent and community contributions. The school will also train staff how to work with parents as equal partners and build community partnerships.

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Professional Development	Oxford School District, School Administrators	On-going	On-going Professional Development throughout the year	Employee Participation, Employee Feedback on Studer Employee Experience Surveys

Monthly School	School Employees, School Administrators	On-going (monthly)	Monthly School	Employee Participation, Employee Feedback on Studer Employee Experience Surveys
PLC Meetings	Teachers, Teacher Assistants, School Administrators, Instructional coaches	Twice weekly	Two meetings a week scheduled with each PLC. Agenda is provided and instructional coaches plus administrator present.	Attendance and minutes

**E. ACCESSIBILITY:**

Central Elementary will:

- 1 - Central Elementary will provide full opportunities for parental involvement for parents of children who are homeless, limited English proficient, have disabilities, or migratory status. Information provided to parents will, to the extent practical, be offered in a language they can understand.

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EL award night	El teacher, administration	September 12, 2023	On-going Parent Meetings to support parents learning English as a second language	Attendance and Parent Feedback on Studer Parent Satisfaction Surveys
Parent Communication	Teachers, School Administrators	On-going (as needed)	Communication using School Status as needed in home language as identified by families	School Status Communication Logs and Parent Feedback on Studer Parent Satisfaction Surveys

**F. ADOPTION:**



Parent Involvement Statement of Adoption	Effective Date of Plan	Distribution on the Parent Involvement Plan	Parents, Staff, and Community Members who Participated in the Development of the Plan
<p>This Parent and Community Involvement and Engagement Plan has been developed jointly with, and agreed upon by parents of children attending Central Elementary</p>	<p>The Parent and Community Involvement and Engagement Plan was developed in September <b>2023</b>, will be reviewed by the federal programs team in September <b>2023</b>, and will be in effect for the period of the <b>2023-2024</b> school year.</p>	<p><b>Central Elementary</b> will distribute this Parent and Community Involvement and Engagement Plan to all parents and will make it available to the community upon completion on Central Elementary web site. Updates to the plan will be made as needed and will remain available to parents.</p>	<ul style="list-style-type: none"> <li>* Mary Katherine Herrington- Parent</li> <li>*Allison Nemesk- Parent</li> <li>*Claire Jackson- Media Specialist</li> <li>* Hannah Meintasis-EL teacher</li> <li>* Callie Trusty-Teacher</li> <li>*Kimberly Wilks- Teacher</li> <li>*JoAnne McGehee-Gifted teacher</li> <li>* SuzAnne Liddell - Chief of Accountability and Accreditation</li> <li>*Nikki Logan-Principal</li> <li>* Alana Fairley- Counselor</li> <li>* Chasity Arbuckle- Assistant Principal</li> </ul>

Signature of Principal:

Date:  
September 30, 2023