

Hillcrest
Elementary
605 S. Main St.
Troy, TN

Obion County Schools Culture Statement:

The Obion County Board of Education strives to maintain a good family/community involvement in the school system by keeping citizens informed about policies/procedures, involving citizens in planning, encouraging parents/community members to visit our schools, and promoting our system in the media.

Hillcrest Elementary School Culture Statement:

Hillcrest Elementary School is dedicated to continuing its effort to make the school friendly, informative, and open to all parents and members of the community.

TITLE I FAMILY AND COMMUNITY ENGAGEMENT ACTION PLAN

GOAL 1: To create a welcoming environment on campus.

Strategies:

Develop personal relationships

- Open House held during the first week of school
- Staff tour of school, give students and parents information about the school (pamphlets), new student packet, and a welcoming bag with Hillcrest keepsakes

Create a family friendly atmosphere

- Marquee outside to inform of upcoming events, clean & welcoming school.
 - entrances are clear and marked, signs to direct visitors to important places in the
 - building, all staff greets school visitors in a positive way in person and on the
 - phone, and a user friendly phone menu in place
 - Parents or relatives are welcome to eat lunch with students

Provide opportunities to volunteer

- Parent and family volunteers can participate in book fairs, reward days, field days, field trip chaperones, classroom parties and events, Career Fair, Career on Wheels, job shadowing, Take Your Child to Work Day, informational classroom visits, Parent Teacher Organization (PTO), Mentoring program, Booktacular, and Reading Celebration
- PTO- Parent Teacher Organization
 - **Who are we:** Parents, teachers, and members of the community who help when they can to make your student's education fun!
 - **Our Mission is to help provide**
 - An environment that supports the facility and staff at Hillcrest Elementary;
 - An environment where students desire to do their best;
 - A memorable elementary school experience for our children;
 - To secure adequate laws for the care and protection of children;
 - To bring in closer relation the home and school, that parents and teachers may cooperate intelligently in the education of the child;
 - To raise funds to provide support for Hillcrest Elementary school students and staff.
- **Our request:**
 - Volunteer when or how (as much or as little) as you can.
 - Give your time! Volunteers are needed to help run some of the extraordinary FUN activities that we host at school.
 - All money goes towards our students and staff; no obligation to volunteer at Hillcrest Elementary.

Respect all families

- Accommodate religious and family beliefs, practices, and values

Develop families' capacity to effectively communicate concerns

- Parents and guardians can refer to the student handbook, school websites, and informational letters for appropriate ways to communicate and resolve conflicts

Remove economic obstacles to participation

- Fees waived for programs, activities, etc. based on economic needs (field trips, school supplies, etc.)

Ensure accessible programming

- Provide multiple opportunities for parents to attend meetings, childcare provided during designated planned parent events

GOAL 2: To improve family engagement in student achievement

Ensure parent- teacher communication about student progress

- Two parent teacher conferences, report cards, agenda books, daily graded work, progress reports, parent portal, parent phone calls, beginning of the year welcoming phone calls to every student by his/her teacher, positive parent notes or phone calls: K-2nd have to make 2 contacts per semester per student and 3rd-8th have to make one contact per student once a semester

Link student work to academic standard

- Progress letters for Tier 2 and 3, provide TN Ready test results and user friendly interpretation, copy student standards in agenda books

Use standardized test results to increase student achievement

- Students offered academic activities for a range of abilities through the Extended School Program and after school tutoring
- Opportunities given throughout the year to parents that relate to student needs, improvement, and enrichment
- RTI² groups formulated

Share school progress

- All call system, student rewards school and county wide, advertisement on radio, district and school websites, social media, and display signs in the community

Engage families in classroom learning

- Schools are open to visitors during the school day
- Multiple parent involvement activities after school hours- 3rd Grade Science Night Under the Stars, School-wide Science Night, Drama Club Performances, music performances, History Club students and parents visit Washington DC or Nashville, TN each year, Beta Club members and parents attend the state convention in Nashville and compete each year, Plus Class students and parents take an educational trip each year

Develop family ability to strengthen learning at home

- Family projects
- Media for communication with classroom teachers
- Beta Club projects

Promote after school learning

- Extended school program with after school tutoring
- Academic clubs- Beta Club, History Club, Drama Club, Science Club

Plan for student's future

- Career and secondary education information and learning opportunities such as: Career on Wheels, Career Fair, job shadowing, Take Your Child to Work Day, classroom lessons, tours of local high school, secondary education institutions and businesses: University of Tennessee at Martin, Dyersburg State University, and Tennessee College of Applied Technology- Newbern

Smooth Transition

- Orientation night for students and parents transitioning to different grade levels, visitation and tour opportunities for new students and their families
- Tour of local high school
- Guidance and classroom lessons on transitions to the next grade

GOAL 3: To improve community communication and input into school system policies.

Understand rights and responsibilities under federal and state laws

- District and school policies are provided online, posted in the school building and areas in the community, and information is sent home with students about community and state services

Learn about community resources

- Informational letters sent home with students
- Announcements and updates on the school website
- Christmas resources such as: Chimes for Charity, Troy Toy Drive, Cash Express Coat and Toy donations, Reelfoot Rural Ministries, Kohler Angel Tree, Eastern Star-CDC Christmas donations

Organize support from community partners

- Local businesses visit, present, and contribute in various methods
 - Sullivan Dentistry- Sealant for young students
 - Lions Club- Vision Screens
 - Gibson Electric- Egg Drop
 - Woodman of the World- provide flags
 - Cash Express- provide pens
 - Future Teachers Club- Read Across America-Dr. Seuss Day
 - Buster the Bus
 - Bullying Assembly-Staff Sergeant Tyler Shaw with the Army National Guard
 - LeBonheur Health Bus-provide physicals
 - Local churches- Backpack Program
 - Local fire department- provide lessons and simulations for students

Partner with community groups to strengthen families and support student success

- Local mental health agencies- Mental Health America, Health Connect America, Youth Villages
- Businesses provide rewards/incentives for student success- Larry Mink- Magical Mink donation for academic reward, Troy First Citizens Bank and Simmons Bank speak to our Character Reward students about character traits and provide a treat

Advertise meetings in newspapers, on radio stations, and on the district website

- Advertisement on all call system and above mentioned media

Arrange to hold school board meetings at each school site at least once annually

- All schools participate so each community has the opportunity to attend
- Showcase positive aspects of our school system in various ways
- School board meetings held monthly

Enhancing Communication

- Parents, students and teachers are given the school compact at the beginning of the school year. Signatures from all parties are required before administration signs off. Copies of all compacts are kept in the office.
- The school website provides parents with the teacher directory, handbook, monthly cafeteria menus, athletic schedules, special events, and PTO news.
- Parents can receive grades, attendance reports, and discipline reports through the Parent Portal.
- School administration works with parents regarding student disciplinary reports.
- Teachers inform parents of assessments used in their classrooms, student expectations, and curriculum to be covered at the beginning of the school year during Open House.
- School curriculum and grading scale can be found on the Obion County website.
- Students in the lower grades receive weekly assignment sheets while students in the middle grades use planners for assignments.
- Important school information will be delivered to all parents in a timely manner via the use of user friendly newsletters, website updates, automated phone messages, informal notes, meetings, and notations on progress reports.
- Hillcrest is committed to providing participant friendly opportunities for parents with limited English or who are disabled. Information will be provided in a language that all parents can understand.