

Hillman Jr/Sr High School

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Hillman Elementary School

245 E. Third St.
Hillman, MI 49745
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www.hillmanschools.com

**Mission**

To educate and inspire all students to achieve their maximum potential.

Vision

Preparing our learning community for the reality of tomorrow.

Core Values

Achievement – We will reach our goals!
Excellence – We give our best!
Integrity – We do the right thing!

HES Parent Engagement Plan

Hillman Elementary School - Parent Engagement Plan for Evaluating Family Engagement Activities

Purpose

The purpose of this Parent Engagement Plan is to actively involve parents and families in the evaluation of parent and family engagement activities at Hillman Elementary School. By including families in the evaluation process, we aim to ensure that our engagement strategies are effective, relevant, and responsive to the needs of our school community. This collaborative approach will help us continuously improve how we engage families and ensure that our activities contribute to student success.

Goals of the Parent Engagement Evaluation Plan

- To involve parents and families in assessing the effectiveness of school-family engagement activities.
 - To gather valuable feedback from parents on their experiences and suggestions for improvement.
 - To adjust parent involvement practices based on feedback to better meet the needs of families and students.
 - To foster a culture of collaboration between parents, school staff, and the broader community.
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Strategies for Engaging Parents in the Evaluation Process

1. Parent Feedback Surveys

- **Purpose:** To gather direct feedback from parents on the effectiveness of parent involvement activities and school events.
- **Frequency:** Surveys will be sent out at regular intervals (e.g., at the end of each semester or after major events) to evaluate a variety of engagement activities, including workshops, conferences, volunteer opportunities, and family nights.
- **Content:** Surveys will include questions about parents' satisfaction with events, what they found helpful, and suggestions for improvement. Both quantitative (rating scales) and qualitative (open-ended questions) formats will be used to gather a comprehensive view of parent experiences.
- **Distribution:** Surveys will be distributed through multiple channels, including paper forms sent home with students, email, online platforms (such as Google Forms or SurveyMonkey), and text messages to ensure all families can participate.

2. Parent Focus Groups

- **Purpose:** To engage a diverse group of parents in a deeper discussion about their experiences with school activities and their perceptions of the effectiveness of current engagement efforts.
- **Frequency:** Focus groups will be held biannually or after major events. Groups will be held at different times to accommodate parents' schedules, including evening and weekend sessions.

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- **Content:** Parents will be asked to reflect on their involvement in school activities, provide suggestions for new initiatives, and identify barriers to greater engagement.
- **Diverse Representation:** Focus groups will aim to include a representative sample of parents from different grades, backgrounds, and experiences to ensure all voices are heard.

3. Parent Advisory Committee

- **Purpose:** To establish a Parent Advisory Committee (PAC) that will meet regularly to discuss and evaluate parent engagement activities and other school-family engagement strategies.
- **Role of the PAC:** The PAC will provide direct feedback to the school leadership team, help evaluate current engagement efforts, and suggest new initiatives or modifications to existing activities. This group will act as a liaison between the school and the broader parent community.
- **Membership:** Parents will be invited to participate in the PAC, and members will be selected to reflect the diversity of the school community. All parents will be encouraged to join and share their perspectives.

4. Student and Family Feedback

- **Purpose:** To gain insights into the effectiveness of engagement activities from both students and their families.
- **How:** Teachers will distribute short feedback forms to students (particularly older students) and their families to ask how well engagement activities supported the students' learning and whether families felt their involvement made a difference.

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- **Content:** Questions will ask students and families about the value of participation, how activities impacted student learning, and what improvements could be made.

5. Social Media and Online Platforms

- **Purpose:** To provide a platform for parents who may not be able to attend in-person meetings or focus groups to give feedback.
- **How:** Hillman Elementary will create an online survey or feedback form accessible via the school's website, Facebook page, or other social media platforms.
- **Content:** This platform will be used for gathering quick, informal feedback after events or meetings. Parents will also have the option to comment on posts related to school activities, allowing the school to track engagement and sentiments.

6. Parent Suggestion Box

- **Purpose:** To offer parents a continuous opportunity to share their thoughts and suggestions.
- **How:** A physical or virtual suggestion box will be available for parents to submit anonymous feedback, ideas, or concerns related to parent involvement activities.
- **Location:** The suggestion box will be located in a highly visible area of the school (e.g., near the main office) or accessible online.
- **Frequency:** Feedback will be reviewed regularly by the school leadership team and the Parent Advisory Committee.

7. Annual Parent Engagement Report

- **Purpose:** To summarize the findings from surveys, focus groups, and other feedback mechanisms and share them with the school community.

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- **How:** An annual report will be created that outlines parent involvement activities, evaluations, and recommendations for the following school year. This report will be made available to parents, school staff, and the broader community.
- **Content:** The report will include data from surveys, key themes from focus groups, and any changes made based on parent feedback. It will also include an outline of upcoming initiatives based on the evaluation results.

8. Celebrating Parental Involvement

- **Purpose:** To acknowledge the valuable contributions of parents and families in the evaluation process.
- **How:** Parents who participate in surveys, focus groups, or advisory committees will be recognized for their time and efforts. This could include thank-you notes, certificates, or special recognition during school events.

Timeline for Parent Engagement Evaluation Activities

1. **Back-to-School Survey:** Sent home with students during the first month of school to gather initial input on expectations for parent involvement activities.
2. **Mid-Year Survey:** Sent out after key events (e.g., conferences, family nights) to evaluate those activities.
3. **Focus Groups:** Held in the fall and spring to gather qualitative feedback.
4. **End-of-Year Survey:** Sent at the end of the school year to assess the overall success of engagement activities.
5. **Annual Parent Engagement Report:** Published and shared at the end of each school year.

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Implementation and Review

- **Review Process:** The school leadership team, in collaboration with the Parent Advisory Committee, will review all feedback collected and determine next steps. Feedback will be analyzed for common themes and used to make informed decisions about future engagement activities.
- **Adjustments:** Based on the evaluation results, the school will make necessary adjustments to improve parent involvement activities, ensuring that all families have opportunities to engage meaningfully with the school community.

Conclusion

Hillman Elementary School is committed to working collaboratively with parents to ensure that our family engagement activities are meaningful, impactful, and inclusive. By actively involving parents in the evaluation of these activities, we can continuously improve our practices and create an environment where families feel valued and empowered to support their children's education.

Approval and Implementation

This Parent Engagement Plan will be implemented at the start of the 2024-2025 school year and will be reviewed annually. Updates and opportunities for involvement will be communicated regularly to all families.

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