

Evergreen Elementary School Parent and Family Engagement Plan

2018-2019

Evergreen Elementary School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if Evergreen Elementary School and home work together to promote high achievement by our children. Neither home nor Evergreen Elementary School can do the job alone. Parents play an extremely important role as children's first teachers. Support for their children and for the school is critical to children's success at every step along the way.

Evergreen Elementary School recognizes that some students may need the extra assistance available through the Title I program to reach the state's high academic standards. Evergreen Elementary School intends to include parents in all aspects of the school's Title I program. The goal is a school-home partnership that will help all students to succeed.

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN REQUIRED COMPONENTS

- A. Evergreen Elementary School will jointly develop/revise with parents the school Parent and Family Engagement Plan and distribute it to parents of participating children and make available the Parent and Family Engagement Plan to the local community.

Title I/LAP Parent Meeting – Parents are informed of the Parent Involvement Plan (PIP) and the budget. They are given the opportunity to ask questions and provide input.

PIP will be posted on the school website.

Fall Conferences – Families will be invited to the Title/LAP room before or after classroom conferences to review/revise the Compact and review the curriculum.

Parents will be sent copies of the revised Compact for signatures. They will also be informed that the PIP is available for review in the Title/LAP room or on the website by the end of conference week.

- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

The Title/LAP Parent Meeting will be held on Tuesday, October 9th, 2018. A morning meeting will be held from 9:15-10:00 am with an evening meeting held from 4:00-4:45 pm.

- C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement.

We will offer events in the morning, afternoon, and evening to provide flexibility for parents. Child care will be provided as needed.

- D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, Title I/LAP under Section 1114, and the process of the school review and improvement under Section 1116.
- The Title I/LAP Parent Meeting will be held on Tuesday, October 9th. A morning meeting will be held at 9:15-10:00 am with an evening meeting held from 4:00-4:45 pm.
 - Parents will be encouraged to contact Title and LAP staff with any questions or suggestions throughout the year.
 - Parents will be given the opportunity to review the compact during conference week. During this time they can suggest revisions to the document.
 - The compact will be sent home for parent and family review and signatures during the second week of November.
 - A survey will be sent to parents in May or June for feedback on the program.
 - The Annual Review Meeting will be held the final month of school with program data and feedback.
- E. Provide parents of participating children—
1. Timely information about programs under this part.
 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.
 - Parents will receive two progress reports detailing their students' progress and the proficiency levels student are expected to meet.
 - Parents will receive information about the program and curriculum two times during the year. The first time will be at our welcome meeting when we discuss our PIP and the second time will be during conferences.
 - Print communication with parents will have the phone number and e-mails to contact Title I/LAP teachers. They will be invited to contact us whenever they need. If parents request it, in-person meetings will be set up .
 - At all events, parents will be given a feedback form.
- F. If Title I/LAP program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement Plan, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

-Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.

-Provide frequent reports to parents on their child's progress.

-Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Actions:

Fall Conference Week – Compact is available for review and revision during Conference Week Open House. Parents will be invited into the Title I/LAP rooms following conferences to discuss their child's progress as it relates to their child's progress.

Revised Compact will be sent home to families for signatures.

In consultation with the English Language Learner program, families in need of native language support will be identified.

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
 - Parents will be provided support on digital communication at conferences.
 - Provide standards information during math and reading night.
 - Send home a note explaining progress reports when progress reports are sent out.
- Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
 - Title and LAP staff will facilitate, in connection with the English Language Learner program, support on district technologies, such as Skyward, during conference week.
 - Through the Take Home Reading program, students in grades K-2 will have the opportunity to bring home books bags on a weekly basis. The goal of the program is to encourage reading for pleasure through a shared activity between adult and child.

- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parent and their communities to increase academic achievement.
 - Talk about family engagement with teachers when asking for volunteers for math and reading night.
 - Ask for shared input from teachers on math and reading at home tips to be provided to parents.
- Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.
 - Kindergarten Round-Up will be held in conjunction with the local pre-school program. During this time incoming Kindergarten students will have the opportunity to meet the teachers and staff at the school, tour the school, skills to work on over the summer, and a bus ride.
 - A Math Night will be held during the winter. During this time parents will have the chance to learn activities they can do at home with their children to increase achievement.
 - A multicultural Reading Night will be held during the Spring. During this time parents will have the chance to engage in shared reading with their child and interact as members of the school community.
 - Parents will be invited to two celebrations during the year, celebrating their students' success. These will be held at the end of each semester. At these celebrations parents will be provided with resource packets for helping their child continue to experience success.
- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.
 - In consultation with the English Language Learner program, families in need of native language support will be identified.

The following are allowable activities:

- May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
- May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
 - Childcare will be provided, as needed, at parents' meetings.
- May train parents to enhance the involvement of other parents.
- May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.
 - Events and meetings are held in the morning, afternoon, and evening, to increase parent participation.
- May adopt and implement model approaches to improving Parent and Family Engagement.

- May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
- May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
 - a. Right to School (after school program) will be invited to participate in our Annual Review.
 - b. PTA will be asked to sponsor math and reading night and have a representative present.

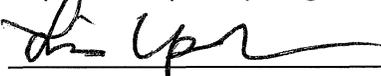
PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

- Consult with the ELL department to determine which families would benefit from communication in a different language. We will provide written alternate language support whenever possible.
- Provide interpreters as necessary.

PART IV-ADOPTION – This Evergreen Elementary School Parent and Family Engagement Plan have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Plan were developed/revised by Evergreen Elementary School on 10/09/18 and will be in effect for the period of 2018-2019. The school will distribute these Parent and Family Engagement Plan to all parents of participating Title I children and make it available to the community on or before 11/2/2018.



 Signature of Title I Authorized Representative

10-10-18

 Date

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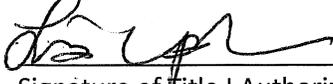
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