**Olsen Middle School**

**School-Level Parent and Family Engagement Plan (PFEP)**

**2020-2021**

**Mission Statement**

Olsen Middle School’s mission is to provide students with a quality education within a safe and secure learning environment and to engage parents and families within the school community to support students social emotional and academic progress.

**Engagement of Parents and Families**

Olsen Middle School will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school’s program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)]

Olsen Middle School will conduct an annual meeting designed to inform parents about the school’s Title 1 program and the rights of parents and to engage parents in dialogue about the school parent and family engagement plan and how we can serve the parents better.

**Coordination and Integration**

Olsen Middle School will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start; Early Reading First; Even Start; Home Instruction Programs for Preschool Youngsters (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].

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| **Count** | **Program** | **Coordination** |
| 1 | Title 1, Part C (migrant) | Parent engagement, professional development, and incentives |
| 2 | Title III (ESOL) | Language Enrichment Camp - Instructional resources and salaries |
| 3 | Title VI (Homeless) | Transportation services |

**Annual Parent Meeting**

Olsen Middle School will take the following actions to convene an annual meeting, 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 engaged. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| 6th – 8th Grades | One; August | Mapp, K., Carver, I and Lander, J (2017). Powerful Partnerships: A Teacher’s Guide to Engaging Families for Student Success | Parent sign-in sheets, parent workshop evaluations, minutes and sign in sheets |

**Flexible Parent Meetings**

Olsen Middle School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

Olsen Middle School will schedule meetings at various times during the day and evening to accommodate parents. During Open House, parents will be informed about the school’s participation in the Title 1 program and be encouraged to review and revise the school’s Title 1 Plan.

**Building Capacity**

Olsen Middle School will implement activities that will build the capacity for 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 local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child’s academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| Curriculum Night | One: Fall | The Annie E. Casey Foundation (2016). Engaging Parents, Developing Leaders: A Self-Assessment and Planning Tool for Nonprofits and Schools. Retrieved from http://www.ecf.org/m/reso urcedoc/AECFEngagingParentsDevelopi ngLeaders-2016.pd | Parent sign-in sheets, parent workshop evaluations, minutes and sign in sheets |

**Staff Training**

Olsen Middle School will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| Staff development with Title 1 liaison to focus on increasing parental participation in students’ academic achievement | Monthly meetings | The Annie E. Casey Foundation (2016). Engaging Parents, Developing Leaders: A Self-Assessment and Planning Tool for Nonprofits and Schools. Retrieved from http://www.ecf.org/m/reso urcedoc/AECFEngagingParentsDevelopi ngLeaders-2016.pd | Staff and parent surveys |

**Other Activities**

Olsen Middle School will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].

Olsen Middle School hold weekly virtual Parent Town Halls to meet with parents and keep them informed about the Title 1 program and other important initiatives at Olsen.

**Communication**

Olsen Middle School will provide parents of participating children the following [Section 1116(c)(4)]:

➢ Timely information about programs under this part [Section 1116(c)(4)(A)];

➢ A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];

➢ 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 practicably possible [Section 1116(c)(4)(C)]; and

➢ If the school-wide program plan under Section 1114 (b) 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 local education agency [Section 1116(c)(5)]

Olsen Middle School will provide information about the Title 1 program in a timely manner using various methods of communication (newsletters, marquee, school website, social media, meetings, flyers, Remind, Parent Link, weekly Town Hall meetings). Information about the Title 1 program, academic trainings, FSA standards, and other academic information will be shared with parents during Open House, parent conferences, Welcome Home Day, Magnet Open House, Curriculum Nights, and any other time a parent requests the information.

**Accessibility**

Olsen Middle School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, 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 [Section 1116(f)].

Olsen Middle School distributes information in English, Spanish, and Haitian/Creole. Staff members who speak Spanish, Haitian Creole, Mandarin Chinese, and Rumanian are available to translate at meetings and parent conferences. District translators in other languages are available on request.

**School-Parent Compact**

As a component of the school-level parent involvement 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 [Section 1116(d)]. Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

**Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council’s meeting minutes. This plan was adopted by the school on August26, 2020 and will be in effect during the 2020-2021 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2020.

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**Signature of Principal Date**

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**Signature of SAC Chair Date**