**Gadsden Elementary Magnet School**

**Parent & Family Engagement Plan**

**2020-2021**

At Gadsden Elementary Magnet, we realize that family engagement in schools improves student achievement, reduces absenteeism, and restores parents' confidence in their children's education. In an effort to ensure this takes place, the school’s administrator, the school advisory chairperson and the staff developed an inclusive plan designed to strengthen strategies that promote family engagement.

**Tools to Ensure Family Engagement**

* Maintain regular communication with students and parents
	+ Email
	+ Virtual Classrooms
	+ Electronic Parent Meetings (Zoom, Google Meets, Phone Conferences)
* Monthly calendars of special events to be celebrated or taught
* Monthly newsletters posted in virtual classrooms, school webpage, & hard copies will be available upon request
* Provide weekly activities students and families can do together
* Provide communication in English & Spanish
* Respond to parent requests in a timely manner
	+ 24 hr. response time
	+ Use multiple forms of communication
		- Back pack mail (if we return to a brick & mortar learning environment)
		- Google Classroom
		- Remind
		- Skylert
		- Email
		- School Website
		- School Marquee

**Building Capacity to Support Parents’ Involvement in School**

* **Focus on the Positive**
	+ Call/Email parents whenever a student does a particularly nice job or has been exceptionally helpful in class. This will prevent parents from cringing when we come into contact because there isn’t an expectation of receiving bad news
* **Familiarize Parents with Curriculum Expectations**
	+ Use Parent Friendly Language
		- Host Virtual Meetings/Workshops
		- Post recorded meetings/workshops on the school’s webpage
* Be sure the first contact with parents is a positive interaction
* Communicate with parents in a respectful manner, avoiding educational "jargon."
* Ensure that all parents have regular access to clear, concise, and easily readable information about the school and the expectations of their child.
* Provide clear directions for acceptable behavior in class and online
* Ask parents to share their concerns and opinions about the school, and then address those concerns.
* Understanding i-Ready reports

**Persons Responsible**

Due to the limited staff members, responsibility for various school activities will fluctuate. The Principal will be a constant on each committee.