**CC Washington**

**18-19 Parent and Family Engagement Plan**

The Parent and Family Engagement Plan (PFEP) must be jointly developed with parent and must be distributed to parents in an understandable and uniform format, and in the language parents can understand. It must be made available for the community and updated periodically to meet the changing needs of the parents and the school. [Section 1116(b)].

**Instructions: Describe the means by which the school will carry out the ESSA requirements below.**

**1. POLICY INVOLVEMENT**

**A. By what means will the school conduct a Title I Annual Meeting (convened at a convenient time, to which all parents are invited and encouraged to attend) to inform parents of their school’s participation in Title I, the requirements of Title I, and the right of parents to be involved [Section 1116(c)(1)]?**

|  |  |  |
| --- | --- | --- |
| **Timeline** | **Action Step** | **Person(s) Responsible** |
| **September** | **Send out flyers, update website, send reminder text and IRIS alerts to inform our parents.** | **Parent Liaison,**  **Administrators and Guidance** |

**B. By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP [Section 1116(c)(3)]?**

SAC quarterly meetings

**C. By what means will the school involve parents in the joint development of the School-wide Program Plan [Section 1116(c)(3)]?**

SAC quarterly meetings

**D. By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate, as appropriate, in making decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]?**

Parent conferences - as needed

Open Door Policy

Quarterly SAC meetings

Quarterly Title I events

**E. If the School-wide Program Plan is not satisfactory to the parents, by what means will the school provide parents an opportunity to submit comments with the plan when it is submitted to the district [Section 1116(c)(5)]?**

The principal will give the parent the School wide plan Complaint form to fill out and return. The principal will then turn in form to the Title I Supervisor.

**2. BUILDING CAPACITY FOR INVOLVEMENT**

**F. By what means will the school provide assistance to parents in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children [Section 1116(e)(1)]? (Include activities in Table A)**

Orientation, Open house and quarterly Title I meetings will be used to educate parents.

**G. By what means will the school provide parents a description and explanation of the curriculum in use at the school [Section 1116(4)(B)]? (Include activities in Table A)**

Orientation, Open house and quarterly Title I meetings

**H. By what means will the school provide parents a description and explanation of the academic assessments used to measure student progress [Section 1116(4)(B)]? (Include activities in Table A)**

Orientation, Open house and quarterly Title I meetings

**I. By what means will the school provide parents a description and explanation of the achievement levels of the State academic standards that students are expected to obtain [Section 1116(4)(B)]? (Include activities in Table A)**  Orientation, Open house and quarterly Title I meetings

**J. By what means will the school provide parents materials and training to help them to work with their children to improve their children’s achievement, such as literacy training and using technology (including the harms of copyright piracy), to foster parental involvement [Section 1116(e)(2)]? (Include activities in Table A) -----** Orientation, Open House and quarterly Title I meetings

**Table A**

**Parent Training Opportunities**

**Include all activities for requirements F through J above and all transition activities that involve parents.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Timeline** | **Title of**  **Training/Event** | **Topics** | **Requirement(s)**  **Addressed**  **(**F,**G,H,I,J)** | **Time**  **(AM or PM)** | **# of Parents**  **Attended\*** |
| August | Orientation | **Focus, Parent Portal, Attendance & Edgenuity, SAC** | G,H | 1:00 p.m. |  |
| September | Open House | **Focus, Parent Portal, Attendance & Edgenuity, SAC** | G,H | 530 p.m. |  |
| **September** | **Title I Annual Meeting** | **Title I Requirements** | F, H | 5:00 p.m. |  |
| **September** | **Lunch and learn** | **Focus, Parent Portal, Attendance & Edgenuity, SAC** | G,H | 11:00 a.m. |  |
| **November** | **Breakfast breakout** | **Attendance, Edgenuity, MAP, FSA Writing, SAC** | G,H,I | 8:00 a.m. |  |
| **February** | **Literacy Day** | **Literacy in the Home, Edgenuity, FSA ,SAC** | G,H,I,J | 9:30 a.m. |  |
| **May** | **Transition Toolbox** | **Edgenuity/ Grades, high school expectations and success stories** | G,H, I | 1:00 pm |  |
|  |  |  |  |  |  |

\*To be updated throughout the year.

**Table B**

**Other Events/Activities**

**Other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children [Section 1116(e)(4)].**

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| --- | --- | --- | --- | --- |
| **Timeline** | **Title** | **Purpose** | **Time**  **(AM or PM) or Method** | **# of Parents**  **Attended\*** |
| Aug-May | School Advisory Council | Plan/review/improve the PFEP  and develop the SWP | AM/PM |  |
| Sept | Muffins With Mom | Stress the importance of Parental Involvement | AM |  |
| Feb | Donuts with Dads | Stress the importance of parental involvement | AM |  |
|  |  |  |  |  |

\*To be updated throughout the year

**K. By what means will the school educate the faculty, staff, and administrators, 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 the school [Section 1116(e)(3)]?**

Faculty meetings, Open house and Title 1 meeting will be used to educate all stakeholders on the importance of parental involvement and establishing positive teacher-parent relationships.

**L. To the extent feasible, by what means will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs that encourage and support parents in participating in the education of their children [Section 1116(e)(4)]?**

Continue local partnerships with local organizations/agencies, backpack blessings, dental bus, counseling agencies, Church partnerships, Community/business partnerships and a partnership with on-site Head Start.

**M. By what means will the school provide other reasonable support for parental involvement activities as parents may request [Section 1116(e)(13)]? (Based on the Title I Spring Parent Survey results, what activities did the parents request that are included in this plan?)**

According to Spring Parent Survey, parents would like more events in the afternoon and evenings, more communication via social media and newsletter/flyer, events regarding reading, math, and science. We addressed parents needs by holding events during afternoon and evening sessions, sending home flyer/newsletters/ communications and keeping our website, facebook and twitter up to date. Individuals who needed assistance with parent portal have one-on-ones with the Parent Liaison.

**N. Elementary Only - How will the school ensure that teachers conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed [Section 1116 (d)(2)(A)]?**

**O. Optional – How will the school develop appropriate roles for community-based organizations and businesses in parent involvement activities [Section 1116(e)(13)]?**

**P. Optional – By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the trainings [Section 1116(e)(6)]?**

**Q. Optional – By what means will the school provide literacy training for parents if the LEA has exhausted all other sources of funding [Section 1116(e)(7)]?**

**R. Optional – By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions [Section 1116(e)(8)]?**

**S. Optional – By what means will the school train parents to enhance the involvement of other parents [Section 1116(e)(9)]?**

**T. Optional – By what means will the school conduct in-home conferences for parents who are unable to attend at school [Section 1116(e)(10)]?**

**U. Optional – By what means will the school adopt and implement model approaches to improve parent involvement [Section 1116(e)(11)]?**

**3. ACCESSIBILITY**

**V. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). [Section 1116(f)]? (List the barriers identified by parents in the Title I Spring Survey and the methods by which the school will assist to overcome the barriers.)**

Based on the Spring Parent Survey results, work schedule was listed as the top barrier to participation. We plan to offer morning and evening events to give every parent an opportunity to participate.

**W. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand [Section 1116(e)(5) and (f)]?** To ensure parents receive information, we will continue to send out IRIS alerts, update all social media platforms and we will continue to update our website as needed as well as send newsletters home. Newsletters in the parent’s native language will be sent.

**X. By what means will the school offer a flexible number of meetings, such as meetings in the morning or evening to accommodate parents’ schedules [Section 1116(c)(2)]?**

If you refer to Table A you will notice we have meetings scheduled at various times ranging from 8:00 a.m. to 5:30 p.m.

**Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].** To ensure parents receive information we will continue to send out IRIS alerts, update all social media platforms and we will continue to update our website as needed as well as send newsletters home. Newsletters in the parent’s native language will be sent.

**Title I Expenditures Parent and Family Engagement (Adjust to reflect the planned expenditures)**

|  |  |
| --- | --- |
| **Category** | **List of Items** |
| Parent Liaison | Salary, benefits |
| Parent Communications | Paper, ink/toner, copier rental, stamps, digital newsletter, printed materials/brochures |
| Parent Training/Events | Refreshments, materials, supplies, stipends for teachers as consultants, printed materials, consultants/author visits, ink/toner |
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