**Cherry Street**

**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. 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)].**

The Title I Annual Meeting will be held prior to Open House in September, 2018. All required information will be shared with parents and families to remain in compliance with Title I guidelines.

**B. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP [Section 1116(c)(3)].**

All parents are given the opportunity to complete a paper or on-line Title I Spring Parent Survey. The results of the survey are tallied and shared with the faculty for their thoughts on ways to improve our PFEP for next year. An evaluation of the current PFEP is conducted during a SAC meeting. Based on the evaluation and survey results, revisions to the plan are made for the next school year. The plan will be reviewed during SAC meetings throughout the year to make revisions according to the changing needs of parent and the school.

**C. Involve parents in the joint development of the School-wide Program Plan [Section 1116(c)(3)].**

During a SAC meeting, results from a comprehensive needs assessment are discussed. Strategies from the current year’s SWP are reviewed. Revisions are made based on needs, barriers, and parent input.

**D. 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)].**

Evaluation forms at parenting events, IEP meetings, parent-teacher conferences, SAC meetings, CST meetings. Suggestions made by parents, if practical and reasonable, will be implemented in a timely manner.

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

Parents who are not satisfied with the school-wide plan will complete a form to be submitted with the plan to the district.

**2. BUILDING CAPACITY FOR INVOLVEMENT**

**F. 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)**

During Open House, Title I Annual Meeting, Parent Portal assistance, Curriculum Nights, “Welcome to Middle School” night, Parent-Teacher Conferences, update parent contact information

**G. Provide a description and explanation of the curriculum in use at the school [Section 1116(4)(B)]. (Include activities in Table A)**

Open House, Curriculum Nights, Transition Meetings, Parent-Teacher Conferences, “Welcome to Middle School” night

**H. Provide a description and explanation of the academic assessments used to measure student progress [Section 1116(4)(B)]. (Include activities in Table A)**

Parent-Teacher Conferences, Middle School Data Chat Night with parents and families

**I. Provide 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)**

Title I Annual Meeting, Curriculum Nights, Middle School Data Chat Night with parents and families

**J. Provide materials and training to help parents 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)**

Curriculum Nights, Parent Center, Transition Meeting, Parent Portal Assistance, Parent-Teacher conferences provides resources to parents and families to assist with FSA and MAP testing materials to prepare students for those assessments

**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\*** |
| Sept/Oct | Title I Annual Meeting Open House | Requirements of Title I Classroom expectations, curriculum, assessments | F,G, H, I,J | AM and PM |  |
|  |  |
| Nov | Art & Writing Night | Writing & Literacy | G,I,J | PM |  |
| Jan | Reading Night - Bingo for Books | Parent Involvement/Literacy, FSA | G,H, I,J | PM |  |
| Mar | Math & Science Night | Math & Science Activities, FSA | G,H, I,J | PM |  |
| Apr | Pre-K Transition | Parent Involvement, Curriculum | G,H, I,J | AM |  |
| On-going | Parent Portal and Eureka Site | Contact information, encourage usage, progress monitoring, help with math | F | AM and 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)].**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Timeline** | **Title** | **Purpose** | **Time**  **(AM or PM) or Method** | **# of Parents**  **Attended** |
| Sept | Donuts with Dad - Dads take your child to school | Parent Involvement, Attendance | AM |  |
| May | Muffins with Mom | Parent Involvement, Attendance | AM |  |
| Aug-May | School Advisory Council | Plan/review/improve the PFEP and develop the SWP | AM/PM |  |
| Aug-May | Monthly Calendar of Events | Explain school specific information | Flyer |  |
| Aug-June | Parent Liaison | Serve as a liaison between parents and the school to encourage engagement, encourage attendance |  |  |

\*To be updated throughout the year

**K. 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)].**

The school will utilize trainings provided by the district for the faculty and staff.

**L. To the extent feasible, 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)].**

MCS trained staff on the Anchorage Children’s Home program, we partnered with Florida Therapy to offer counseling services to students and families in need. MCS invites and encourages Pre-K families to participate in school-wide events. During Attendance CSTs, we train families on the resources available through Anchorage and/or Florida Therapy

**M. 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?)**

Based on the results of our Spring Parent Surveys, parents are requesting help understanding Eureka math. Additionally, parents requested that our events calendar be added to our school website. During our Parent Nights throughout the year in 18-19, we are adding help for parents to become familiar with the Eureka Website which provides parents and students online tutorials. Based on the parent requests, our Google calendar of events was added to our school website and social media platforms.

**N. Elementary Only - Conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed [Section 1116 (d)(2)(A)].**

Parents will be encouraged at Open House to sign-up for a parent-teacher conference to complete a compact. For parents who don’t sign-up, teachers will make contact requesting a conference.

**O. Optional – Develop appropriate roles for community-based organizations and businesses in parent involvement activities [Section 1116(e)(13)].**

MCS partners with two local churches that provide meals on parent nights.

**P. Optional – 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 – Provide literacy training if the LEA has exhausted all other sources of funding [Section 1116(e)(7)].**

**R. Optional – 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 – Train parents to enhance the involvement of other parents [Section 1116(e)(9)].**

**T. Optional – Conduct in-home conferences for parents who are unable to attend at school [Section 1116(e)(10)].**

There is a collaboration between our guidance counselor, parent liaison, and social worker to assist families with attendance issues, well-checks, and signatures for necessary documentation.

**U. Optional – Adopt and implement model approaches to improve parent involvement [Section 1116(e)(11)].**

**3. ACCESSIBILITY**

**V. 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. 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)]**

All school communications are translated for our ELL families. Google Translate and staff members assist with this. Our new ADA approved website will translate all uploaded documents. Bilingual staff members assist with conferences and phone calls.

**X. Offer a flexible number of meetings, such as meetings in the morning or evening to accommodate parents’ schedules [Section 1116(c)(2)].**

Based on the Spring Parent Surveys responses, the majority of parents indicated that after school and evenings are the best times for meetings. This will be taken into consideration when scheduling events.

**Y. Provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].**

At least one week’s notice will be our school policy. This will give parents an opportunity to save the date. Various methods of communication, school website, flyers, class Dojo, Facebook, Twitter, IRIS Alert, etc. will be used to notify and remind parents about events to ensure the greatest participation.

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

|  |  |
| --- | --- |
| **Category** | **List of Items** |
| Parent Liaison | Salary |
| 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 |
| Parent/Teacher Conferences | Stipends for after hours |
| Parent Center | Equipment and supplies |