**Everitt**

**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)]?**

Everitt Middle School host an Open House in September for parents to attend.

**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)]?** Parents are invited and encouraged to join the School Advisory Council (SAC) at orientation and Title I Annual Meeting/Open House. The results from the Title I Spring Survey are tallied and shred with faculty and staff before writing the PFEP. Input from the SAC members (teachers and parents) is used to plan, update and improve our PFEP. This doesn’t answer the question about parent involvement in the development of the PFEP.

**C. By what means will the school involve parents in the joint development of the School-wide Program Plan [Section 1116(c)(3)]?** Everitt Middle School has a School Advisory Council comprised of teachers, staff and parents that give input on what they agree should be the activities for our school.

**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)]?** Parents are invited to participate in the School Advisory Council that meets monthly. Parents are also encouraged to communicate with their child's teachers and be involved in parent teacher conferences.

**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)]?**

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. 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)**  This information is discussed at our Open House, Title I Annual Meeting, Curriculum Parent Nights and will be made available upon request from parent.

**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)** There will be copies of the Title I Powerpoint presentation available in each classroom. Translated copies can be available upon request.

**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)**

During our open house teachers will present expectation and discuss assessments used in their particular class for student progress measurement.

**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) At our Title I Annual Meeting and Open House the information about State Academic standards and achievement is presented in the powerpoint.**

**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) Required documentation and training materials related to the subject will be made available for parents and students to take home.**

**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 | Title I Annual Meeting | Requirements of Title I | F,G,H,I,J | PM |  |
| Sept | Open House | School expectations, procedures, standards and types of assessments. | F,G,H,I,J | PM |  |
| October | Dads Take Your Child To School | Parent Portal and Attendance | F,G,H,I,J | AM |  |
| December | Winter Expedition | Reading and Math family workshops | F,G,I,J | PM |  |
| February | Muffins With Moms | Parent Portal and Attendance | F,G,H,I,J | AM |  |
| May | Rising 6th Grade Orientation | School expectations and procedures for incoming 6th graders | F,G,H,I,J | 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\*** |
| Aug-May | School Advisory Council | Plan/review/improve the PFEP  and develop the SWP | PM |  |
| Aug-May | Parent Night or Workshops | Requested support | Both |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\*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)]?** Information on the importance of parental involvement, parent-school communication and coordination of programs is shared with Everitt Middle School faculty at the beginning of the school year and at faculty meetings as needed. Support staff participate in orientation and trainings that focuses on effective communication between home and school; as well as, the importance of parental involvement.

**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)]?**

* Department of Children and Family Service to provide Access assistance for parents
* Title III provide assistance with translation during events/meetings and translation of written correspondence
* Local churches provide Backpacks Blessings with food for weekends and school breaks
* Anchorage Children's’ Home/Life Management Center - provide counseling services and interventions for home
* Florida Therapy - Provides counseling service

**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?)**

Parents requested the following workshops to be available at Everitt. Development on requested workshops or parent nights will be looked at over the summer and implemented next school year. These activities will include the following:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Math 3** | **Reading 2** | **Science 1** | **FSA Test/Results 2** | **MAP Test/Results 2** | **Parent Portal 6** | **Working with Educators 4** |

**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.)**

Communications will be given to the parent liaison to use Google Translator, or we will utilize ESOL para or bilingual personnel.

**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)]?** Everitt’s Parent Liaison will use Google Translate to translate in to other languages as needed. We also use of bilingual para to verify that the Spanish translation is correct.

**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)]?**  Meetings, workshops and other activities are scheduled at alternate times as a convenience to parents.

**Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)].** We make fliers, send out IRIS alerts, add to website to advise parents of upcoming events. If email address is available then emails are sent out to notify as well.

**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 |
| Parent/Teacher Conferences | Subs to cover classrooms, stipends for after hours |
| Parent Center | Equipment and supplies |