



Parent and Family Engagement Plan 2019-2020

Stambaugh Middle

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.


School's vision for engaging families:

The Stambaugh Middle School will strive to build relationships to create real family engagement for every child, every family, every teacher, every day.

What is Required:

Assurances: We will:

- ☒ Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
- ☒ Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
- ☒ Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
- ☒ Involve parents in the planning, review, and improvement of the Title I program.
- ☒ Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement, and describes how parents and teachers will communicate.
- ☒ Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- ☒ Provide materials and training to help parents support their child's learning at home. Educate teachers and other school staff, including school leaders, on how to engage families effectively.
- ☒ Coordinate with other federal and state programs, including preschool programs.
- ☒ Provide information in a format and language parents can understand, and offer information in other languages as feasible.
- ☒ Include the School and District Parent and Family Engagement Plans on our school website and in the Parent Engagement Notebook in the front office.

Principal Signature: _____  _____ Date: _____ 8/30/2019



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EVERY TITLE I SCHOOL IN POLK COUNTY WILL:

1. Involve parents in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home compact, with an adequate representation of parents.

	Date of meeting to gather parent input.	How were parents invited to give input?	Describe the method in which parents were involved.	What evidence do you have to document parent/family participation?
School Improvement Plan (SIP)	Sept 17, 2019	Marquee/Email	Survey	Surveys/Evaluations
Parent and Family Engagement Plan (PFEP)	Sept 17, 2019	Newsletter/Marquee	Survey	Surveys/Evaluations
School-Home Compact	Sept 17, 2019	Newsletter/Marquee	Survey	Surveys/Evaluations
Title I Budget	Sept 17, 2019	Newsletter/Marquee	Survey	Surveys/Evaluations
Parent & Family Engagement Allocation	Sept 17, 2019	Newsletter/Marquee	Survey	Surveys/Evaluations

**Elementary schools are required to hold at least one face to face conference in which the compact is discussed with parents. A conference agenda and parent signed copy of the compact should be submitted to Title I Crate as evidence.*

** Evidence of the input gathered and how it was/will be used should be available on Title I Crate.*

2. Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.

Tentative date & time(s) of meeting	Sept 17, 2019; 5:15-7:15
How are parents notified of the meeting?	Newsletter, Website, DOJO, FACEBOOK, Flyer with student, marquee in front of school, posters in entrance lobby.
What information is provided at the meeting?	The Title I District Parent and Family Engagement Coordinator provides each school with a Power Point Presentation and agenda that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved and Upcoming Parent Engagement Events. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, and information on the school's curriculum.
How are parents informed of their rights?	Polk County Public Schools Title I program provides all Title I schools with a letter informing parents of their rights. This letter is sent home with all students via backpack the first week of school. Schools are also required to have a copy of the "Parents Right To Know" letter on their school website and in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.
What barriers will you address to encourage parents/families to attend?	Meetings 6 to 7:30 pm - accessible to working parents. Translator available to assist as needed. Parents are welcome to bring children. Light meal/refreshments.
How will you get feedback from parents about the meeting?	Evaluations and surveys addressing areas of meeting and requesting recommendations
How do parents who are not able to attend receive information from the meeting?	Information will be available upon request and on our school website.

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3. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents in more fully participating in the education of their children and/or to help support learning at home.

Title IV-Homeless	District Hearth Program, funded by Title X, provides support. Title 1 provides support for program in cooperation with Migrant Ed Program.
Migrant	MEP gives supplemental services. MEP teacher advocates/monitors student progress.
Preschool Programs	N/A
Title III-ESOL	WIDA TRST Specialist presents testing info and strategies.
SAC	Monthly SAC meeting is opportunity for parents/families to offer input , approve, and review school-wide decisions.
PTO/PTA	Integrated into PFEP. PTSO does fund raising for incentives and funds items that cannot be purchased with other funding. Monthly at 6pm.
Community Agencies/Business Partners	Business partners (example: Beef O'Brady's), extend our families discounts and gift cards for events to encourage attendance.

4. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home and school.	Report card nights, where teachers are available to speak with parents. Monthly newsletters and website provide calendar of events and posters in lobby, marquee, Facebook, agendas, and School Apps all provide communication.
Describe how you notify each family in a timely manner when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is out of field. A copy of the letter and a list of the parents who receive the letter is kept on file as documentation for auditing purposes.
Explain how parents are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	Interim reports/report cards. Title 1 events, in newsletter, by calls, and via School Apps.
Describe how your school provides information to parents in their native language. What languages do you provide?	Bilingual staff at events and during school day. English and various dialects of Spanish.
How are the needs of parents with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	Stambaugh Middle is handicap-accessible and has an elevator.
Describe the opportunities parents have to participate in their child's education.	Encouraged to be volunteers and/or mentors. Join PTSO. Attend SAC.

5. Educate and build the capacity of school staff on ways in which to work with and engage families effectively as well as the importance of parent engagement in increasing student achievement. Explain your plan for this school year.

<u>Topic/Title</u>	<u>How does this help staff build school/parent relationships?</u>	<u>Format for Implementation: workshop, book study, presenter, etc.</u>	<u>Who is the audience?</u>	<u>Tentative Date/Time</u>
Poverty Training	Sensitize staff on needs of families; advocating family	Workshop	Teachers	Aug 6
"Even On Your Worst Day You Can Be A Student's Best Hope"	Engaging reluctant community/parents/students	Book Study	All	All year



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6. Provide assistance, training, workshops, events, and/or meetings for parents to help them understand the education system, curriculum, standards, state assessments and achievement levels.

- Offer workshops, events and/or meetings at flexible dates/times. (i.e. morning, evening, lunch, Saturdays). Provide information to parents in a timely manner and in an easy to read format.

Building Capacity of Parents and Families							
<u>Topic</u>	<u>Title</u>	<u>How will this impact Student Achievement?</u>	<u>Tentative Date/Time</u> Are they flexible?	<u>Transportation</u>	<u>Refreshments</u>	<u>Childcare</u>	<u>Translation</u>
Curriculum Areas	Reading/ELA; Math/Science; Social Studies/Electives	Parents have standards by grade and subject; improve FSA	Oct 24; Jan 16; Mar 30 5:30-7pm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
State Assessments & Achievement Levels	Assessment, Test, and Achievement Test Workshop	Parents are shown test-taking strategies and info on assessments child takes	Oct 24; Jan 16; Mar 30 5:30-7pm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Technology, Parent Portal	Orientation & Annual Meeting	Parents will have grades in real time	Aug 8 & Sep 17	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Transition (Kdg, MS, HS)	Mission Transition	Parents know what is necessary to pass middle school	TBA Spring 2020	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
College & Career	AVID & Parent Comments on PFEP	Communication for understanding how AVID improves learning	Oct TBA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Graduation Requirements & Scholarships	N/A	High School Event	Spring 2020	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conferences	Case by case	Parent apprised of grades and behavior, etc.	As scheduled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

How will workshops/events be evaluated?	Evaluations and surveys addressing areas of meeting and requesting recommendations
How will the needs of parents be assessed to plan future events?	Feedback and input from/at meetings will be reviewed regularly and changes made as feasible
What are the barriers for parents to attend workshops/events and how do you overcome these?	Meetings 6 to 7:30 pm - accessible to working parents. Translator available to assist as needed. Parents are welcome to bring children. Light meal/refreshments.
How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)	Nights of the week are varied; workshops are ongoing during evening
How do parents who are not able to attend building capacity events receive information from the meetings?	Information will be available upon request and on our school website.

**These events should be included on the Evaluation of Parent Engagement Activities to Build Capacity.*