**Mowat Middle School**

**19-20 Parent and Family Engagement Plan**

**Date Updated with SAC: District Approved: 5-21-19**

**Dates Reviewed: District Reviewed:**

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)].

**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)]?**

The Title I Annual Meeting will be held prior to our Open House in Sept.The district will provide a powerpoint that includes all of the requirements of the law.

**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)]?**

 All parents are given the opportunity to complete a paper or on-line Title I Spring Parent Survey. The results of the survey will be tallied and shared with the faculty for their thoughts on ways to improve our PFEP for next year. 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. By what means will the school involve parents in the joint development of the School Improvement Plan [Section 1116(c)(3)]?**

 During a SAC meeting, results from a comprehensive needs assessment are discussed. Strategies from the current years SIP are reviewed. Revisions are made based on needs, barriers, and parent input. The plan will be reviewed by the LEA for their input.

**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)]?**

 IEP meeting, parent-teacher conferences, SAC meetings, CST meetings.

**E. If the School Improvement 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 Improvement Plan will explain in writing and their comments will be submitted with the plan to the district.

**2. BUILDING CAPACITY FOR INVOLVEMENT**

**In Table A, list the activities that will address topics F - J.**

**F. Assist parents in understanding:**

* **State academic standards;**
* **State and local academic assessments;**
* **requirements of Title I;**
* **monitoring a child’s progress; and**
* **work with educators to improve the achievement of their children [Section 1116(e)(1)]**

**G. Description and explanation of:**

* **Curriculum in use at the school [Section 1116(4)(B)]**

**H. Description and explanation of:**

* **Academic assessments used to measure student progress [Section 1116(4)(B)]?**

 **I. Description and explanation of:**

* **Achievement levels of the State academic standards that students are expected to obtain [Section 1116(4)(B)]**

**J. Provide materials and training to:**

* **help parents 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)]**  (LEA note: this includes Parent Portal training)

**Table A**

**Parent Training Opportunities**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Timeline** | **Title of****Training/Event** | **Topics** | **Letter of Topic** **Addressed****(**F**,G,H,I,orJ)** | **Time****(AM or PM)**  | **# of Parents** **Attended\*** |
| Sept/Oct | Title I Annual Meeting | Requirements of Title I | F | PM |  |
| Sept | Open House | Classroom expectations, curriculum, assessments | F, G | PM |  |
| Oct.  | Parent Portal Workshop | Inform parents about FOCUS and how to monitor a child’s progress | F, J | AM/PM |  |
| Nov. | Math Night | Curriculum, assessments, standards | 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 SIP | PM |  |
| Aug-May | Parent-Teacher Conferences | Provide parents with individualized information about their students | 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)]?**

Based on parents’ responses on the Spring Survey, a majority of parents believe that the faculty/staff could benefit from professional development that addresses communicating with parents. During pre-school in-service days, the Title I coordinator will review the results of the Spring Parent Survey with teachers and staff so they are aware of the methods of communication parents' prefer, and other input parents offered to improve parent engagement. This will be followed by training to address why communication is important and suggestions for what needs to be communicated to help engage parents in their child’s education. Then teachers will be trained on the use of the technology the school uses to communicate with parents and other means of communication for parents without access to technology. Teachers will be trained to use Remind and Class DOJO.

|  |  |  |
| --- | --- | --- |
| **Parent Engagement PD Topic** | **Date** | **Number of Attendees (complete after the event)** |
| Communicating with parents using Remind and Class DOJO | Aug |  |
|  |  |  |

**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)]?**

We will coordinate with state and local programs through the Bay District Schools Community of Care referrals.

**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?)**

Based on the results of our Spring Parent Survey, parents are requesting help understanding math. During our parent conferences and other meetings, we will provide resources for parents to assist with their understanding. Additionally, our Math teachers will create a math “cheat sheet” for parents.

**N.a. 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)]?**

**N.b. Middle and High Schools - How will the school distribute the school-parent-student compact?**

 We will distribute the compact within the first few days of school in our critical thinking classes.

**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.)**

The top barrier listed by parents was WORK SCHEDULE. Parent conferences take place in the morning. However, SAC and PTO meetings take place in the late afternoon and at night. Additionally, Open House, Parent Portal Workshop, and Math Night will take place after 5 PM.

**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)]?**

We will use District, school, and community resources to translate school communications for our ELL families. We have one bilingual staff member that can assist with Spanish.

**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)]?**

Based on the Spring Parent Survey responses, the majority of parents indicated that both morning and afternoon meetings are the most convenient times for meetings. There was no preference for specific days of the week. This will be taken into consideration when scheduling events.

**Y. By what means will the school provide parents with timely information about meetings, activities, and events [Section 1116(c)(4)(A)]**

A minimum of 2 weeks’ notice will be our school policy. This will give parents an opportunity to save the date. Various methods of communications, that include social media and IRIS alerts, will be used to notify and remind parents about events to ensure the greatest participation.

**Title I Expenditures Parent and Family Engagement**

|  |  |
| --- | --- |
| **Category, if applicable** | **List Expenditures** |
| Parent Liaison | Hourly rate for 5.75 hours per day. |
| Parent Communications | Paper, ink/toner, stamps, brochures |
| Parent Training/Events | Refreshments, materials, supplies, printed materials, ink/toner. |
| Parent/Teacher Conferences |  |
| Parent Center |  |