

Parent and Family Engagement Plan

Salk Middle School

A School-wide Title I, Part A Educational Community

September, 2019

Communication with Parents and Families	
<p>A. How we will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community. <i>(List actions)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Parent and Family Engagement Plan is reviewed annually at Fall Open House and Community Advisory meeting and recorded in minutes <input type="checkbox"/> Parent Policy and School Compact are distributed to parents at Open House and by advisors during Fall Student Led Exhibitions <input type="checkbox"/> Copies are available in Main office and on website for earlier review
<p>B. How we will inform parents of our school's participation in Title 1 and explain the requirements and components, and the right of the parents to be involved. <i>(Describe when and where the annual meeting will be held)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Title 1 info and invitation to participate will be communicated each fall via Newsletter <input type="checkbox"/> Title 1 info will be presented at fall Open House via ppt <input type="checkbox"/> Title 1 parent and family engagement plan and school parent compact are shared during Open House, additional copies are in Main Office <input type="checkbox"/> Spring Parent survey included questions about participation in school events that year. Survey queries suggestions for program improvements regardless of level of participation
<p>C. How we will offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement. <i>(Describe how flexibility is provided)</i></p>	<ul style="list-style-type: none"> • Parent meetings take place at regularly scheduled advisory, family night meetings. Principal provides info, gathers input and responds to questions and feedback during all parent meetings. • Additional meetings will be scheduled as needed. • Families are invited to reach out to Principal and other related staff, to request individual meetings as needed. Open Door policy.
<p>D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school improvement plan, and the process of the school review and improvement under Section 1116. <i>(List actions)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> Open House participants and Parent Advisory review and give feedback on schools SIP <input type="checkbox"/> SIP is reviewed annually included representatives from parents, community and school staff <input type="checkbox"/> Iterations are based on student academic data, Panorama surveys, and MTSS data <input type="checkbox"/> SIP is written with 4 components of Title 1 programs in mind. <input type="checkbox"/> SIP is available on school website
<p>E. How we will provide parents—</p> <ol style="list-style-type: none"> 1. Timely information about Title 1 programs. 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. 	<ul style="list-style-type: none"> <input type="checkbox"/> Students are assessed in CORE multiple times through WCAS, SBAC, PSAT. <input type="checkbox"/> Parents are informed through PowerSchool, open house, ongoing monthly progress, conferences, teacher emails.

<p>3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible. <i>(List actions)</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> School Parent Action Committee- all parents invited at open house and group meets on a regular basis and as needed. <input type="checkbox"/> Open door policy with principal and other administrators.
<p>F. How we will shall jointly develop with parents for all children, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.</p> <ol style="list-style-type: none"> 1. How will the compact be shared with families? 2. How we will provide frequent reports to parents on their child's progress. 3. How we will provide parents with reasonable access to staff and opportunities to participate as partners in the education of their child. 4. Provide for regular two-way meaningful communication between families and school staff and to the extent practical, in a language the family can understand 	<ul style="list-style-type: none"> <input type="checkbox"/> School Parent Compact will be reviewed annually at Parent Action Committee advisory <input type="checkbox"/> Displayed in newsletter and website <input type="checkbox"/> Shared at all conferences <input type="checkbox"/> Copies in Main Office <input type="checkbox"/> Parents receive ongoing updates on their child's progress from teachers/advisors throughout year, formally and informally and there is an open line of communication between staff and family. <input type="checkbox"/> All families/students receive contact information in Welcome packets and at Open House/Conferences. Staff return phone calls/emails/texts ASAP, within 24 hours guaranteed <input type="checkbox"/> Blackboard Messenger used to communicate with all families by phone, text, email <input type="checkbox"/> Families are invited to volunteer/participate and/or visit <input type="checkbox"/> District interpreters are provided as needed for language translations
<p>G. How we will assist parents in understanding challenging state standards and how to monitor their child's progress in partnership with the school</p>	<ul style="list-style-type: none"> <input type="checkbox"/> SBAC, WCAS, PSAT8, MAP test scores are sent home and included in conferences. <input type="checkbox"/> Summit Learning (TLP) included quarterly updates and Parent Portal access
<p>H. How we will provide materials and training to help parents work with their children in partnership with the school</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Open House <input type="checkbox"/> Student Planner <input type="checkbox"/> Newsletters <input type="checkbox"/> Family Nights

Title I Parent Involvement/Communication Opportunities Throughout the Year

Daily Opportunities

Home Communication	Weekly Progress Advisor Communication-directly with families
Family Involvement Calendar	Yearlong calendar is sent in Welcome Packets. Important calendar dates are shared in monthly newsletter and on Website

Weekly/Ongoing Opportunities

Monthly newsletter	School information, updates, ideas on partnership to assist all students and upcoming events. Posted to PeachJar monthly
In-Person Communication	Meet with families during fall Open House, Conferences and open door policy year round. Ongoing connections on daily basis occur via text, phone and email
Reader Board	Provides families and community with information about upcoming events
Blackboard Messenger	Provides info to families via recorded phone message, text and/or email

Fall Opportunities

Fall Open House	Families experience their students schedule and meet teachers, learn about parent involvement.

Winter Opportunities

Progress Reviews	Ongoing reviews of progress through MTSS system with emails to parents for students falling behind.

Spring Opportunities

Spring Conferences	Parents arrange conferences with teachers during office hours.