

Draft**Parent & Family Engagement Mission Statement****Response:**

Talbot believes in a strong family and community connection that works together to provide student and family success. We encourage family and community involvement in all of our school activities.

Involvement of Parents

The school will involve parents in the planning, review, and improvement of Title I programs including parental involvement and in the decisions regarding how funds for parental involvement will be used by:

- All parents are invited to participate with the Talbot Parent Teacher Association (PTA) and the School Advisory Council (SAC).
- SAC and all parent meetings are advertised in the school and teacher newsletters, on the marquee, on the school webpage calendar, and electronically through homeroom teachers (email, Remind, or Dojo).
- Parents and families are asked to provide input through Climate Surveys, Title 1 Activities, and PTA Family Activities (no membership required).

Coordination and Integration

The school will coordinate and integrate the following Parent & Family Engagement programs and activities with other Federal Programs, to the extent feasible and appropriate, in an effort to teach parents how to help their children at home.

Count	Program	Coordination
1	Kindergarten Round-up	The school will present district sponsored activities that are available at Kindergarten Roundup. The Title 1 department provides "Parenting Corner" workbooks in English and Spanish. Title 1 also provides parenting magazines with tips and information for parents.
2	ESOL Parent Leadership Meeting	There are two group meetings per year and individually scheduled meetings as requested.

Annual Parent Meeting

The school will conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program (school-wide or targeted assistance), and the rights of parents through the following activities.

Count	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	School will hold the Annual Parent Meeting in September	Principal, Title I Lead Teacher Title 1 Team	September	Parent Input Evaluations, sign-in sheets, agendas, PowerPoint handout, and minutes from meetings.
2	Development of agenda for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Completed Agenda
3	Develop/plan materials (presentation, school/district handouts) for Annual Parent Meeting.	Principal, Title I Lead Teacher	August- September	Copies of presentation and all handouts
4	Send notices in school newsletter, send invitations via backpacks, alert parents of meeting.	Principal, Title I Lead Teacher	August- September	Photograph of marquee, copy of newsletters and invitations

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Flexible Parent Meetings

The school will offer flexible opportunities for parents and families to participate in organized and ongoing workshops and meetings by:

- Vary the time of day that workshops are conducted based on ongoing input and attendance records.
- Hard copies of materials are available in the Title 1 Parent Resource Area.
- Digital copies of materials and PowerPoints are available on the school website.
- Notify parents of workshops through a variety of communication methods (Skylert, marquee, school newsletter, school website)
- Parent meeting times are arranged on a flexible schedule, ranging from early morning, during the school day, to early evening meetings.

Building Capacity – Parent/Family Workshops

The school will implement the following activities as a means to build the capacity for strong parental and family engagement and to support a partnership among the school, families, and the community to improve student academic achievement.

Count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Building Communities-Meet the Teacher	Teachers & Administration	Building a bridge between home and school	August 2019	Sign-in sheets
2	Class Expectations in Curriculum and Behavior- Open House	Teachers & Administration	Improved behavior and student academic achievement	August 2019	Agenda, Sign-in sheets Home School Compact
3	Dads Take Your Child to School	Administration	Improved behavior & motivation, increased academic gains	September 2019	Sign-ins, completed surveys
4	Parent Workshop- Effectively Utilizing District Available Technology	District Technology Coaches, Teachers, Title 1, Administration	Parents are introduced to the available technology available to increase student achievement.	September 2019	Agenda, Sign-in sheets, Follow-up evaluation
5	Individual Parent Conferences	Teachers, Support Staff	Improved behavior, motivation, increased academic gains	As scheduled by parents and teachers	Conference notes, sign-ins, completed surveys
6	Academic Workshop Testing Taking Recipe for Success	Teachers, Title 1, Administration	To inform parents about state assessments, rigor, and academic expectations. Teachers will share how parents can support their child with test-taking strategies, information, and resources that can be used at home and school.	Oct/Nov. 2019	Sign-ins, completed surveys, Agenda, Increased test scores
7	K-2 Make It Take It Or Summer Slide	Teachers, Title 1, Administration	To inform parents about rigor, and academic expectations. Teachers will share how parents can support their child with learning strategies, information, and resources that can be used at home and school. OR Discuss strategies for parents to avoid the summer slide (loss of learning)	Feb./March 2020	Sign-ins, completed surveys, Agenda, Increased test scores
8	International Fair	PTA, Administration	Student interest, motivation and academic gains	March 2020	Flyers, Parent Input Survey
9	Thanks for Getting Involved- Volunteer Appreciation	Teachers, Students, Staff, Administration	Improved behavior, motivation, increased academic gains	April 2020	Invitations with RSVP completed parent input surveys

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10	Family Science Night- STEAM	PTA, Administration	Science activities will be provided that can be implemented at home to reinforce science concepts leading to increased academic gains. Student interest and motivation	April 2020	flyers, integration of skills
11	I'm an Author-Student Authors	Media Specialist, Teachers, Administration	Student interest, motivation and academic gains	May 2020	flyers, integration of skills
12	PAWS-PBIS What is it? Video Taped Narrated slideshow Put on website	BRT, Administration, Teachers	Student interest, motivation and academic gains, behavior modification	September 2019	Collect data on website hits (views), parent input survey, behavior data

Staff Training

The school will provide the following professional development activities to educate the teachers and school staff in how to reach out to, communicate with, and work with parents and families as equal partners and in how to implement and coordinate family programs, and build relationships between families and the school.

count	Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Review of Home-School Compact and School Improvement Plan, Title 1 services	Title 1 Lead Teacher, Principal	A positive student impact will result from the staff's ability to effectively work with families.	September	Training agendas, sign-in sheets, training evaluations, parent surveys
2	Review of District and School-level Parent and Family Engagement Plans	Title 1 Lead Teacher, Principal	A positive student impact will result from the staff's ability to effectively work with families.	September	Training agendas, sign-in sheets, training evaluations, parent surveys
3	Review the Title 1 documentation requirements and tour of the Family Resource Area	Title 1 Lead Teacher, Principal	A positive student impact will result from the staff's ability to effectively work with families.	September	Training agendas, sign-in sheets, training evaluations, parent surveys
4	Effective Conferencing Best Practice of Parent Conference Etiquette	FCIM, Title 1 Lead Teacher, Principal, Assistant Principal, District Professional Development Personnel	A positive student impact will result from the staff's ability to effectively hold a parent conference and to open the lines of communication with parents and families to allow for better working connections with families.	September	Training agendas, sign-in sheets, training evaluations, parent surveys

Other Activities

The school will conduct activities, make resources available to parents and families and provide encouragement and support to families so that they can more fully participate in the education of their children by:

- Maintaining a Parent & Family Resource Area consisting of information related to the school and Title I Program as well as academic resources available for home use.
- Making the "Parents Make a Difference" newsletter available through the school website and The Parent & Family Resource Notebook in the media center. A hard copy is available upon request.

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Communication

The school will provide parents of participating children with:

Timely information about the Title I program and activities by;

- Conducting the Annual Meeting.
- Providing various forms of communication (i.e., emails, phone calls, school website, notification letters, teacher to parent conferences) to ensure that all parents and families are informed about Title 1 programs and activities throughout the year.
- Holding activities at varying times of the day to ensure parents and families have the opportunity to be involved in their child's education.

Descriptions and explanations of the academic curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet through;

- Information shared at the Annual Meeting.
- School and District Website.
- Parents will be informed about their child's progress on a regular basis.
- Parent Workshop- Test Taking Recipes for Success

Opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children;

- Parents are strongly encouraged to attend at least one parent conference during the school year.
- Additional individual meetings as determined by either the family or the school.
- Parents are encouraged to attend the Parent and Family Engagement programs/workshops.

A means to document parent comments/concerns regarding the school wide program plan when it is not satisfactory to the parents of participating children. The school will include documentation of parent comments/concerns with the plan that will be made available to the local education agency by;

- Evidence of parental input, including evidence of dissatisfaction, will be submitted to the Title 1 office as part of the regular Parent & Family Engagement Plan review process.
- Information shared at the Annual Meeting regarding the Title 1 Complaint Policy will be review as needed with individual parents
- The school will review all parent comments/concerns and will use the information to continue towards improving parent and family engagement within the community.

Accessibility

The school will provide full opportunities for participation in parent & family engagement activities for all participants (including parents with limited English proficiency, disabilities, migratory, and homeless children) by:

- Utilizing quarterly Skyward reports as a means to identify families who may need accommodations in order to actively participate in school activities.
- Provide school documents in Spanish or other languages as needed or is practical.