

Howard Perrin Elementary

Parent, Family, & Community Engagement Plan

2018 - 2019

Members

Amy Baldwin - Teacher

Maggie Grissom - Teacher

Kelly Keene - Assistant Principal; Chair

Lisa Ladd - Counselor

Courtney Monson - Parent

Angie Richards - Parent; UPTO President

Goals -

1. To collaborate with stakeholders and utilize their feedback to improve teaching and learning
2. To create effective and successful programs that build parent capacity

The ESSA Fourteen Requirements for Parental, Family, and Community Engagement Plans

1. To provide information on state academic standards and assessments:

ACTION STEPS	EVALUATION
<p>A. The annual Report to the Public is held in conjunction with our first UPTO meeting and Watch DOG Dad Night in an effort to increase attendance.</p> <p>B. During the Report to the Public, state mandated assessments are described and district/school wide scores are reviewed.</p>	

2. To provide materials/training to help parents work with their children:

ACTION STEPS	EVALUATION
<p>A. A parent survey was created and used at Open House to gain knowledge of the topics of concern of our parents.</p> <p>B. Each grade level will host a Parent Night related to addressing academic and social/emotional needs indicated by parents on the Open House survey.</p> <p>C. K-1 students are assessed using a program titled, ESGI. The program prints “flashcards” for any letter, number, sound, or word the student answered incorrectly. The flash cards allow parents to reinforce specific items.</p> <p>D. Weekly newsletter are sent home by each grade level. The newsletters explain in parent friendly language the essential skills taught each week.</p> <p>E. K-4 teachers also use the Remind app that allows instant messages to be delivered to all parents who signed up for the app. Links to interactives are sent to reinforce what was taught in class.</p> <p>F. Second - fourth grade teachers and students use the Reflex Math fluency program. A parent report of mastered facts is sent home regularly.</p>	

3. May establish a districtwide parent advisory council to provide advice on matters related to parental involvement:

ACTION STEPS	EVALUATIONS

<p>A. Our parent representatives are invited to participate in the district workshops two times each year.</p>	
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4. To educate the staff in the value and utility of contributions of parents, and to build ties between parents and the school:

ACTION STEPS	EVALUATION
<p>A. Each teacher provides the opportunity for parents to sign up on the classroom volunteer list and note the strengths or areas where the parent would feel comfortable volunteering.</p> <p>B. Watch D.O.G. Dads visit one classroom in each grade level. The dads are given the opportunity to speak to the class about their profession or their school experience.</p>	

5. To coordinate other programs with Parent and Family Engagement activities:

ACTION STEPS	EVALUATION
<p>A. Our bi-annual book fair is open late one evening each time to promote reading at home and to allow families an opportunity to discuss books and strategies with our librarian and teacher volunteers.</p> <p>B. Our annual beginning of the year UPTO meeting is held on the same evening as the Watch D.O.G Dad kickoff in an effort to reach more</p>	

families.	
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6. To send information to parents in a language they can understand:

ACTION STEPS	EVALUATION
<ul style="list-style-type: none"> A. Each grade level sends weekly newsletters in parent friendly language. B. The Remind app, school website, and front marquee are electronic means of sending out information in parent friendly language. C. All materials can be translated into the parent’s native language if requested. 	

7. To involve parents in the development of training for staff:

ACTION STEPS	EVALUATION
<ul style="list-style-type: none"> A. A parent group, reflective of our demographics, was formed to assist Howard Perrin’s Professional Learning Communities at Work initiative. The parents answer questions as part of a panel taking part in an annual Needs Assessment for future professional training. B. Parents complete a survey at Open House or on our school website during the month of August. The results drive the direction of our parental and family engagement training and development. 	

8. To provide literacy training for parents:

ACTION STEPS	EVALUATION
<p>A. Primary grade levels utilize social media to share how-to videos in the areas of phonics and decoding and links to written information and examples. The links to videos, either by a third party or by the Howard Perrin teachers, are shared in newsletters and through the Remind app.</p> <p>B. Family Nights, where reading strategies are shared, are offered each year.</p> <p>C. Weekly word lists describing the feature/skill and examples of words using the feature are sent home for review.</p>	

9. To pay expenses related to Parent and Family Engagement activities:

ACTIONS STEPS	EVALUATION
<p>A. Our school budget has money set aside for Parent and Family Engagement activities. We have an annual Watch D.O.G Dad Pizza Night for new dads to the program. The night provides dinner for the father figure and their student(s) and gives a history of the program and an overview of the volunteer opportunity.</p> <p>B. We provide small merchandise to students when his or her father figure volunteers. We also provide coffee and water for the volunteer.</p>	

10. To train parents to enhance the involvement of other parents:

ACTION STEPS	EVALUATION
<p>A. We have a UPTO sign up table at Open House each year where parents can learn from other parents about opportunities to serve and committees to join.</p> <p>B. There are UPTO meetings throughout the year where parents can connect and get plugged into opportunities offered at Howard Perrin.</p>	

11. To provide flexible meetings/in-home conferences:

ACTION STEPS	EVALUATION
<p>A. The Open House survey and individual grade level surveys gather data on parent choice of times when activities should be offered.</p> <p>B. Parents can sign up for conference times that are offered after school two times each year. Teachers make themselves available during the week of parent teacher conferences for those who cannot attend on the conference day.</p> <p>C. We combine the annual Report to the Public, initial UPTO meeting, and Watch D.O.G. Dad Night to encourage attendance to all three events.</p>	

12. To adopt and implement model approaches:

ACTION STEPS	EVALUATION
<p>A. Our school based Parental and Family Engagement Committee consults research and best practices.</p>	

13. To develop appropriate roles for community based organizations and businesses:

ACTION STEPS	EVALUATION
<p>A. Several businesses, organizations, and churches provide for students in need of school supplies, clothing, and hygiene items.</p> <p>B. We also receive food donations and monetary donations from local businesses to purchase food for our food pantry. Our counselor, Lisa Ladd, contacts the business that have traditionally held this role when our pantry is low.</p>	

14. To provide reasonable support as parents request:

ACTION STEPS	EVALUATION
<p>A. The Open House survey drives school wide/ grade level offerings.</p> <p>B. Parents are welcome to consult with individual teachers for suggestions and resources.</p>	