



For information contact

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Pre-Kindergarten Plan for High Quality Family Engagement 2019-2020

In order to provide a foundation for the collaboration of mutual partners, to embrace individuality and uniqueness of families and to promote a culture of learning that is child centered, age appropriate and family driven, we have established the following family engagement plan. The plan addresses the six objectives below and is aligned to Goal 5 of the District Improvement Plan.

Objective 1: Increase opportunities for families to build family-to family support

Objective 2: Establish a network of community resources.

Objective 3: Increase family participation in decision making

Objective 4: Equip families with tools to enhance and extend learning

Objective 5: Develop staff skills in evidence-based practices that support families in meeting their children’s learning benchmarks

Objective 6: Evaluate family engagement efforts and use evaluations for continuous improvement

Aligned to DIP Goal 5:

Goal 5: Build respectful and trustful partnerships with parents and families to improve students’ academic success.

Performance Objective 1: Family and Community Involvement. Increase the number of families involved in school and district events.

Performance Objective 2: Provide family engagement resources needed to enhance parent skills.

Performance Objective 3: Increase professional development for Family Engagement Coordinator, Parent Liaisons, and parents.

Objective 1: Increase opportunities for families to build family-to family support

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Implement a safe and respectful parent meeting format at each campus that provides parents an opportunity to interact with one another as they learn about campus programs and opportunities and ask questions to further their own learning. Format will include “Coffee with the Principal” and Parent Connection Committees.	Campus Administration Parent Liaisons	Sign in sheets and minutes from campus-based opportunities.	P	P	N/A	C
Head Start Family Support Workers and Gardendale Early Learning Program Parent Liaisons will organize and facilitate opportunities to connect families to other families in the community.	FSWs	Sign in sheets and minutes from events	P	P	N/A	C
Develop parent volunteer program with volunteering expectations and requirements; provide designated workspaces for parents to encourage interaction among parents.	Principals	Documentation of volunteer hours.	P	P	N/A	I

Objective 2: Establish a network of community resources.

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Provide a Parent Resource Center at Emma Frey-Hub Center, which includes computers available for parents to utilize to help search for jobs or research college and career information for themselves or their child. College information will also be provided for the center.	FSWs	Increase in Parental Involvement and Sign-In Sheets	I	I	N/A	I
Parent Facilitators, FSWs, and Counselors will organize and facilitate opportunities to connect families to organizations within the community for resources.	Parent Facilitators FSWs Counselors	Sign in documentation Documentation of referrals to outside agencies.	P	P	N/A	C
Collaborate with counselors, social workers, and Head Start Family Support Workers to present resources to campus staff to use to connect parents with community organizations and outside referrals.	Parent Engagement Coordinator	Sign in documentation ChildPlus documentation for family supports for Head Start students	P	P	P	C
Provide resources for Edgewood families at the Parent Resource Center (i.e. GED, ESL, computer literacy, job resources, food bank, SAWS assistance)	Parent Engagement Coordinator	Record of number of families assisted monthly and assistance provided	P	P	P	C

Objective 3: Increase family participation in decision making

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Implement a safe and respectful parent meeting format at each campus that provides parents an opportunity to interact with school leaders as they learn about campus programs and opportunities and ask questions to further their own learning. Format can include “Coffee with the Principal” and Parent Connection Committees.	Campus administration	Sign in sheets and minutes from campus-based opportunities.	P	P	N/A	C
Include family engagement activities and expectations that include preKinder parents in individual campus improvement plans to encourage participation in decision-making.	Campus Administrators	Elementary Campus Improvement Plans	I	I	N/A	I
Conduct a minimum of two parent-teacher conferences per school year where the child’s progress is discussed and the teacher and parents engage in goal setting and prioritizing for future learning. Teachers will review report cards.	Teachers	Parent-Teacher Conference Documentation	P	P	N/A	C
Conduct District-wide Town Hall Meeting to discuss current topics based on district needs	Superintendent’s Office	Meeting Minutes	P	P	P	C
Provide incentives to parents to encourage greater parent participation at events and meetings.	Campus Administrators Parent Liaison	Meeting Attendance	P	P	N/A	C
Include parents on CPOC and on campus subcommittees (i.e. attendance, discipline, science, math, PTA) in addition to CPOC to increase involvement in decision-making.	Campus Administrators	Committee Membership Lists and Minutes	I	P	N/A	I
Connect with parents through online platforms.	Teachers	Class Dojo SeeSaw Reports	P	P	P	C

Objective 4: Equip families with tools to enhance and extend learning

Strategy Description	Staff Responsible	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Implement <i>Ready Rosie</i> with all preKinder parents to provide parents with a short daily video that models appropriate learning interactions between parents and their children.	Family Support Workers Classroom Teachers	<i>Ready Rosie</i> user reports	I	I	P	I
Update web pages with new information, relevant dates and monthly projects	Campus Administrators	Distribution of Campus Parent Involvement website URL links, usage statistics.	I	P	P	C
Conduct district-wide and campus-based parent meetings/trainings on topics that parents are interested in to better assist their child, <i>with an early childhood focus on positive discipline, establishing family routines, reading to your child and providing language-rich experiences.</i>	Director of Parent Engagement Coordinator, Head Start Compliance Specialist	Increased parent awareness and participation. Parent survey and sign in sheets. ChildPlus documentation.	I	I	N/A	I
Collaborate with District Curriculum Staff to conduct workshops for parents to present strategies and skills to help students master preK guidelines. In addition, present to parents strategies on how to support their child’s learning. Learning activities will be given to students to take home.	Parent Engagement Coordinator, Liaisons, Administrators Instructional Coaches	Parent Questionnaire and Sign-in Sheets Agendas	N	N	N/A	P
Promote and support use of instructional programs at home. Track families’ access to online learning resources and access.	Teachers Campus Administrators	Usage reports	N	I	P	P

Objective 4: Equip families with tools to enhance and extend learning

Conduct campus based meetings to provide parents training in ESL, dual language and early literacy, in collaboration with Bilingual/ESL Department	Parent Engagement Coordinator Bilingual Director	Parent Questionnaire and Sign In Sheets	I	I	N/A	I
Parent Facilitators will work with the Special Education Department to provide resources and workshops to parents of students in Special Education.	Parent Engagement Coordinator Special Education Director Head Start Disability Coordinator	Sign in sheets and flyers	I	P	N/A	P
Share data from Circle assessment, progress monitoring tools and informal assessments during scheduled parent-teacher conferences.	Teachers	Parent-Teacher Conference documentation	P	P	P	C
Parent Facilitators will organize and facilitate opportunities for families to engage in training and receive information to enhance their child’s learning.	Parent Facilitators	Sign in sheets	P	P	P	P
Include family engagement activities and expectations for preKinder parents in individual campus improvement plans to enhance and extend learning.	Campus Administrators	Elementary Campus Improvement Plans	I	I	N/A	I

Objective 5: Develop staff skills in evidence-based practices that support families in meeting their children’s learning benchmarks

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Connect all preKinder parents with <i>Ready Rosie</i> to provide parents with a short daily video that models appropriate learning interactions between parents and their children.	Classroom Teachers Administrators	<i>Ready Rosie</i> user reports	I	I	P	I
Teachers will share data from Circle assessments and progress monitoring tools and informal assessments during scheduled parent-teacher conferences.	Teachers	Parent-Teacher Conference documentation	P	P	N/A	I
Parent Facilitators will organize and facilitate opportunities for families to engage in training and receive information to enhance their child’s learning.	Campus Administration	Sign in sheets.	P	P	N/A	P
Provide training for teachers in working with early childhood students in challenging situations (poverty, behavior)	Campus Administration	Sign in Sheets	I	P	N/A	P

Objective 6: Evaluate family engagement efforts and use evaluations for continuous improvement

Strategy Description	Staff Responsible for Monitoring	Evidence that Demonstrates Success	Formative Reviews			
			Nov	Jan	Apr	June
Administer surveys to parents at the beginning of the year and at the end of the year to find out what topics parents are interested in to increase their awareness and participation in meetings.	Parent Engagement Coordinator	Number of Returned Surveys.	N	N	N/A	I
Teachers will conduct brief surveys of parents during report card reviews to determine the impact of family engagement activities.	Teachers	Survey results	N	N	N	I
Family engagement plan will be reviewed annually to provide stakeholders opportunity for input.	Campus Admin	Sign in sheets	I	N	N	P

Evaluation Key:

C- Completed

P- Progressing

I – Improvement Needed

N- Not Done

Blank- Not addressed during that quarter