

# Princess Anne Elementary: A Title I School

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## PAE Family Engagement Plan 2019-2020

The staff at Princess Anne Elementary School believes that family involvement is a vital component of a successful school experience for our students. Families are invited to our Summer Family Expos, in July, to jointly develop our Family Engagement Plan. Upon approval, the plan will be distributed to all stakeholders by the first day of school. We welcome feedback from all family members throughout the year to continually improve our partnership. The various components of our policy are outlined below.

### I. Communication

Home and school communication is an important component of a positive relationship with parents and guardians. We will communicate with families in a variety of ways including (but not limited to):

- Weekly Newsletters/Flyers/Invitations (in student folders)
- Home/School Compact (distributed the first week of school and discussed during parent teacher conferences)
- Midterm Progress Reports/Quarterly Report Cards **Midterms: Oct. 4<sup>th</sup>, Dec. 13<sup>th</sup>, Feb 28<sup>th</sup>, May 12<sup>th</sup> Report Cards: Nov. 15<sup>th</sup>, Jan. 31<sup>st</sup>, Apr. 17<sup>th</sup>, and June 18<sup>th</sup>.**
- School Website
- E-Mails, notes in agendas, and Personal Phone Calls to and from Parents
- Summer Family Expos – (Morning, mid-day, and evening events) (gather input of budget, home/school compact, and family engagement plan. Train families on how to effectively communicate with school personnel) **July 30<sup>th</sup> – 8:00am and 12:00pm, Aug. 1<sup>st</sup>-6:00pm , & Aug. 5<sup>th</sup>- 5:00pm**
- Weekly ConnectEd Messages
- Materials will be translated in family's preferred language, and interpreters are available for all events upon request

\*If parents need special accommodations for participation in any school activity, contact the school at 410-651-0481. Accommodations may include but not limited to: transportation, child care, interpreter, etc...

### II. Building Capacity with Families and Staff

There will be several opportunities throughout the year for family members to learn about the curriculum and how to help their children achieve in school and reach their highest potential. Flexible times for events and learning opportunities will be provided based on parent surveys/input. These include:

- Family/Teacher Curriculum Driven Collaborations- Lunch and Learns-(mid-day event) **Nov.13-15, Jan. 29<sup>th</sup>-31<sup>st</sup>, Apr. 1<sup>st</sup>-3<sup>rd</sup>** Grade levels will be determined at a later date.
- Family Literacy and Math Night (evening events) - **TBA**
- Parent Teacher Conferences (evening event) **4:30-6:30 on Oct. 2<sup>nd</sup>, Dec. 11<sup>th</sup>, Feb. 27<sup>th</sup>, and May 12<sup>th</sup>**
- Title I Information Day –(morning, mid-day, and evening event) **Sept. 25<sup>th</sup>**

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- Summer Family Expos – (Morning, mid-day, and evening events) (gather input of budget, home/school compact, and family engagement plan. Train families on how to effectively communicate with school personnel) **July 30<sup>th</sup> – 8:00am and 12:00pm, Aug. 1<sup>st</sup>-6:00pm , & Aug. 5<sup>th</sup>- 5:00pm**
- Provide ongoing professional development at school based meetings to train staff on how to communicate with families, ELL, FIT, SPED, etc.

## III. Student Learning

Students learn and achieve more when provided a high quality curriculum and instruction and have family members that are actively involved in their academic life. Some suggestions for academic success are:

- Attend school daily and be prepared
- Instruction is aligned to meet the state's academic standards
- Utilize the MyMath math program (K-1<sup>st</sup>), Origo math (Pre-K) and the MacGraw Hill Reading program (PreK-1<sup>st</sup>)
- Provide evidence-based tiered interventions for students in math and reading
- Check homework for completion and assist when needed
- Encourage organization and appropriate behavior in school
- Grade level Home-School Compacts will outline how families, staff, and students have a shared responsibility for improving student academic achievement.
- Attend school events such as Lunch & Learns and parent trainings.

## IV. Volunteering Opportunities

P.A.E. has a volunteer coordinator who is ready and willing to set up and facilitate volunteers within our school setting. Parents and community members who are interested in volunteering are encouraged to contact the school to find out ways that they can make a difference. Examples of volunteer opportunities include:

- Field Trip Chaperones
- Classroom visitations
- Volunteer help for teachers (including things that can be done outside of the school)
- Working with students on special projects
- Guest Reading in Classrooms
- Be a mentor for a student

## V. School Decision Making and Advocacy

P.A.E. believes it's a shared responsibility that family members are included in the school decisions making and advocacy for what is best for their children. Strategies for this include the following:

- Attendance and participation on the Parent Involvement Committee of the School Improvement Team (evening event- last Monday of every month)
- Holding parent teacher conferences at appropriate times throughout the year **4:30-6:30 on Oct. 2<sup>nd</sup>, Dec. 11<sup>th</sup>, Feb. 27<sup>th</sup>, and May 12<sup>th</sup>**

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- Attending school sponsored events.
- Family Focus Groups will be held quarterly
- Family Members and teachers meet in the spring to annually review, evaluate and make revisions to the Home/School Compact and Family Engagement Plan.
- Providing parents with data regarding local and state testing and specifically what it means to their child
- Invite parents to school improvement team meetings in order to obtain parent input and help develop our ongoing school improvement plan. (Last Monday of every month)
- Invite parents to provide input into the school's decisions including ways to spend parental involvement funding and activities.

## VI. Collaborating with Community

P.A.E. recognizes that a strong tie with the community is important and can be fostered through positive communication and partnerships with various businesses and non-profit organizations. We collaborate with the following partners on a regular basis to provide resources and increase parent involvement.

- Garland Hayward Center (afterschool program)
- Somerset County Library (summer programs)
- Somerset County Health Department (provide medical screenings for students, information nights for parents, and provides grants funds when available)
- Chesapeake Health Services (dental programs)
- Princess Anne Volunteer Fire Department (Fire prevention week, community walk, and our evacuation site partner)
- Police department (community walk, safety lessons, egg hunt, resources)
- Head Start and other Daycare Facilities (partner with PAES for transition events, articulation meetings, and ongoing going staff PD)
- Judy Center (host parent parties, send home newsletters, learning parties, transition activities, articulation meetings,
- UMES / SU partnerships (PDS site)
- Local Mental Health Agencies (school based therapy, family therapy, provide resources at school events)

*For a complete copy or comments on the school's improvement plan, contact Mrs. Annette Waggoner or Mrs. Kelley Holland-Crockett, co- chairs of the SIT at:*

*[awaggoner@somerset.k12.md.us](mailto:awaggoner@somerset.k12.md.us) or [kholland@somerset.k12.md.us](mailto:kholland@somerset.k12.md.us)*

The School Improvement Plan, Family Engagement Plan, and Home School Compact can also be viewed from our school website.

If you still have concerns after communicating with the school, please refer to Policy 800-12 on the county website for further assistance.