

PARENT AND FAMILY ENGAGEMENT PLAN (PFEP)

EVA G. SIMMONS ELEMENTARY SCHOOL

2017-2018

This policy has been jointly developed and agreed upon by the Eva G. Simmons Elementary School and staff and parents of students served at this school, pursuant to Title I regulations and mandates. Parent survey results from the 2016-2017 school year were shared at the 2017-2018 Annual Title I meeting. Feedback from the parent districtwide survey was used as input while developing the PFEP.

For the 2016-2017 school year, the Parent Survey was available to parents/guardians during Parent Student Teacher Academic Planning Time (PSTAP) and during the window in which it was available. From this survey, 35% of parents/guardians felt as though they didn't know how fundraising monies were spent and utilized. For the 2017-2018 school year, all fundraising monies made and utilization will be communicated to parents through the school newsletter that goes home monthly. Parents can give input monthly at the SOT meetings as well. To increase parent survey participation for the 2017-2018 school year, specialists will help parents during Parent Student Teacher Academic Planning Time (PSTAP) in taking the survey. Specialists will greet parents after their child's conference and offer support while taking the survey.

Eva G. Simmons Elementary School will convene an annual meeting, at a convenient time for parents, to evaluate this policy. This meeting was held at Open House on September 7, 2017 and a follow up parental involvement meeting was held September 18, 2017. The school's PFEP as developed by staff and parents was distributed in an understandable and uniform format and to the extent practicable, in a language parents can understand. The PFEP will also be made available to the community through the use of the school newsletter and website. Home visits will be conducted upon requests.

Eva G. Simmons Elementary School will involve parents in an organized, ongoing and timely manner, in the planning, review, and improvement of the Title I program, school performance plan, and PFEP during PAC meetings three times a year. During the first meeting, parents will review the annual district wide survey and provide feedback for future meetings.

The Educational Involvement Accords will be accessed by parents during student registration through the Infinite Campus system. Teachers and administrators will also access these forms electronically as needed, using the online Infinite Campus system. For parents and students new to school, the accords will be included as part of their electronic registration process which will be completed upon registration.

throughout the year. The Educational Involvement Accord will also be shared and discussed via Parent Link and Open House.

Eva G. Simmons Elementary School's plan for including parents in the academic achievement of the students will contain the following components:

- A. The administration and staff will:
 - a. Provide assistance to parents, as appropriate, in understanding such topics as the state's academic content and achievement standards, Nevada Academic Content Standards, state and local assessments, technology including school and home resources, the requirements of Title I, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the students. This will be done through parent conferences, open house, Success In brochures, school website, school newsletters, Parent Link, Class Dojo, and Infinite Campus.
 - b. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet the state academic standards.
 - c. Offer parent involvement activities in the school that will include opportunities for parents to volunteer and be involved in school activities such as the following:
 - i. Staff development and parent education (FACES Department)
 - ii. Teaching parents how to provide home support for their child's education. (Math Nights, Open House, Parent Student Teacher Academic Planning Time PSTAPT)
 - iii. Providing parents opportunities to support and participate in school decision making. (Annual Title I Parent Meeting and follow-up meeting, parent survey results, Open House, PSTAPT, SOT Meetings, Class Dojo)
 - iv. Provide effective communication between the school and parents. (Parent Link, school website, monthly newsletters, weekly teacher newsletters, information center located in the front office)
 - d. Eva G. Simmons Elementary School will provide materials and training to help parents to work with their children to improve their achievement. These materials and opportunities will be distributed at Open House, math nights, technology training activities, and volunteer activities. Parents will be provided access to educational resources and materials that they can use to foster interaction and parent engagement in the educational achievement of their child. (Information is sent home in English and Spanish, information is posted on school website, weekly teacher newsletters, information center located in the front office)
 - e. The administration, with the assistance of the parents, will provide professional development to educate teachers, pupil service personnel, and other staff in:
 - i. The value and utility of contributions of parents (whole staff meetings in the areas of Read by 3 family engagement, dates TBD, and 16 ELL Cohort B trainings;

8/7/17, 8/21/17, 9/18/17, 9/25/17, 10/16/14, 10/30/17, 12/4/17, 12/11/17, 1/29/18, 2/5/18, 3/12/18, 3/19/18, 4/9/18, 4/16/18, 4/23/18, & 4/30/18)

- ii. How to reach out to, communicate with, and work with parents as equal partners (counselor, FACES, PSTAPT, Math Nights fall dates 10/19/17 & 11/16/17; spring dates are TBD)
 - iii. Implementing and coordinating parents programs (FACES, counselor)
 - iv. Building ties between parents and the school. Teachers keep a parent contact log and are required to contact at least 10 parents monthly.
- f. Eva G. Simmons Elementary School will ensure that all information related to school and parent programs, meetings, and other activities are sent to parents in a format, to the extent practicable, in a language that parents can understand. (Correspondence home is written in parent friendly language, translated in Spanish, and sent home in letter format as well as electronically.)
- g. In an effort to coordinate with other programs, the administration at Eva G. Simmons Elementary School will:
- i. To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Title I pre-kindergarten, as well as conduct other activities such as encouraging and supporting parents to more fully participate in the education of their child. (Title I Hope, FACES, Three Square, counselor support)
- h. As requested and feasible, Eva G. Simmons Elementary School will provide support and promote parent involvement activities such as math nights, ELL translation services, provision of second language acquisition classes, as well as providing feedback for parent comments regarding the planning and implementation of further parent engagement activities (using feedback from the districtwide parent survey, parent conferences, and other forms of parent communication). These resources will also be provided through FACES, CCSD resources, and the school counselor.