



# Roseville Area Schools

*Quality Teaching & Learning for All...Equity in All We Do*

## **Edgerton 2018-2019 Parent and Family Engagement Plan**

Edgerton Elementary School is committed to the goal of providing quality education for every child in this district. We want to establish partnerships with parents and with the community. Everyone gains if school and home work together to support high achievement of our children. We can't do this job alone. Parents and families play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

### **Part I. Description of how the District and School will Implement Required Components**

1. Edgerton Elementary School will engage parents and families who have Title I students in developing/revising the district and school plan.
- *Evaluation of school year plan 2017-2018/ Planning for 2018-2019 school wide plan – April 2018 and July 2018 Contact-Melissa Sonnek 772-2565*
  - *Electronic engagement with families using SeeSaw or Flipgrid. During "Meet the Teacher" in August families will have access to watch a Flipgrid video of how they can help support their students with homework and academics at home. Contact-Melissa Sonnek 772-2565*
  - *School Year plan sharing – September 17, 2018 (Media Center) and School website Contact-Melissa Sonnek 772-2565*
  - *Plan sharing with parents at conferences (October and February) Contact-Laura Berkas 772-2565*
  - *Writer's Workshop Celebrations and information on how to support students as writers (Fall-Spring) Contact-Melissa Sonnek 772-2565*
  - *Fall-Literacy Learning (attached to Fall Concert) Winter-Math Learning (attached to Spring Concert)*
  - *African American Parent Involvement Day –February, 2019 Contact-Melissa Sonnek 772-2565*
  - *Spring- Family Engagement Night. Special Friends Day and the Science and Academic Fair. Including a presentation by the Science Museum. Contact-Melissa Sonnek and Laura Berkas 772-2565*

2. Edgerton Elementary School will convene an annual meeting, at a convenient time, when the parents of participating children are available to attend. The Title I annual meeting will inform parents about the Title I program, explain the requirements of parent and family engagement and the rights and responsibilities of the parents to be involved.

*An annual meeting to gather insights ideas and feedback from parents will be held in September in the Edgerton School Media Center. The classroom teacher will also inform parents during fall conferences; Oct. 2 and Oct. 4 between 4 and 8 pm. Interpreters are available onsite for parents needing that support in Spanish, Karen and Hmong. If a parent needs another language we make arrangements prior to the conference. We will also provide transportation for families who need transportation.*

3. Edgerton Elementary School will offer flexible meeting times during morning, evening or weekends and may provide transportation, childcare or home visits.

*Edgerton will also offer a number of flexible meeting options, such as meetings in the morning or evening, and may provide transportation, child care, or home visits, as such services relate to parental involvement. Information will be shared during our 1:1 conference times. This has proven to be a highly effective way to communicate with parents.*

4. Edgerton Elementary School will involve parents in the planning and review of the school improvement plan and the joint development of the schoolwide plan when applicable. If the schoolwide plan is not satisfactory to the parents, submit comments on the plan when submitted to the district. [Section 1114(b)]

*Edgerton will meet this requirement through our site improvement planning process and by meeting with parents in the fall to share the Parent and Family Engagement (PFE) plan with families and by collecting feedback.*

5. Edgerton Elementary School will provide assistance to parents of Title students:
  - a. Timely information about programs offered to engage in their child's education.
  - b. An explanation of the curriculum, state and local academic assessments including alternate assessments, and the achievement levels of the state academic standards.
  - c. If they request, opportunities for regular meetings to hear their suggestions and participate in decisions related to their child's education.

*Parents will be asked about their satisfaction and will be provided opportunities to share different perspectives. There is also a link online via our webpage and our principal extends an invitation for input regularly through our newsletter, website and other information to parents. Contact-Melissa Sonnek 772-2565*

## **Part II. Description of the Shared Responsibilities for High Student Academic Achievement**

Edgerton Elementary School will jointly develop with Title I parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement to meet the State academic standards. The compact should:

6. Describe the curriculum and instruction that help their student meet the state standards, identify where their child is performing and discuss ways the parent can support their child's education at home and at school.

7. Talk about the importance of the teachers and parents communicating on an ongoing basis at a minimum:
    - a. Conduct a parent-teacher conference in elementary schools, at least annually, during which time the compact is discussed as it relates to the individual child.
    - b. Provide frequent reports to parents on their children's progress.
    - c. Provide information on how parents can contact staff and staff can best contact parents, opportunities to volunteer and participate in their child's class, and observation of classroom activities.
    - d. Make sure that two-way meaningful communication between family members and school staff is addressed and when at all possible, is in a language the parents and family members can understand.
- *Parent – student – teacher compact*
  - *Fall and Spring conference times. Interpreters available when needed. Teachers attend conferences and share student progress toward their goals.*
  - *Oct. 2 and Oct. 4 between 4 and 8 pm*
  - *Two reporting terms; Report cards sent home or given to parents. Interventionists provide input to this reporting process also.*
  - *Mid-term reporting times for students where there are concerns.*
  - *Academic Family Engagement Night(s)*
  - *Some teachers also use Seesaw. Seesaw is a digital communication tool used by teachers to update families throughout the year on classroom happenings and student academic progress.*
  - *Some additional classrooms may host individual Family Events such as Math family engagement events, Writing Celebrations, Coding events, etc.*
  - *Minnesota Reading Corps and Minnesota Math Corps Members (supervised by Intervention Teacher Emily Mattson) will also communicate with parents regarding students' involvement in Reading Corps, Math Corps and student progress.*
  - *Parents are always welcome at Edgerton. Mollie Miller is our volunteer coordinator and she can help match volunteers to different classrooms. Teachers also have a weekly or monthly communication log set up between families and teacher to share classroom and individual news of the week or month.*

### **Part III. Accessibility**

Edgerton Elementary School will meet the requirements of parent and family engagement of Title I, to the extent practicable, we will provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

*We will support parent and engagement and communication by using the following:*

- *Google translate link available from website*
- *Teachers also use the language line to communicate with families allowing families to communicate using their home language.*
- *Written information that goes home includes a phone number to call if translation is needed. District Leader message is sent home in the home language of the families.*
- *Interpreters available on request.*

- *School based interpreters make contact with families frequently and are available throughout the week.*

*Teachers (all teachers at Edgerton are Title I teachers) and staff will communicate with parents through:*

- *classroom and scheduled conferences,*
- *phone conversations,*
- *weekly and/ or daily take home folders,*
- *Reading Intervention home-school folders*
- *and internet/email.*

*Communication will include information about student progress; assessment and progress monitoring information; information about the Title I program; strategies, concepts and skills taught by interventionists and the classroom; news about school and/or Title I events and activities; school volunteer needs; and opportunities for school involvement such as PTA or school committees. District Title I information will be included with building newsletters to provide information about the Title I program, parent advisory committees, and ways to participate in decisions related to their children's education. District newsletters include information related to Read Well by Third Grade, MCA testing and Minnesota's Multiple Measures Rating scale. Interventionists will regularly send home materials and learning extensions such as book bags and math games with ideas and materials for families.*

*Our purpose in communication is to provide parents with information regarding their child as well as important information regarding our school and how to understand state expectations and possible opportunities, so they may participate fully in their child's education.*

## **Part V. Adoption**

The Edgerton Parent and Family Engagement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I programs, as evidenced by meeting minutes and sign-in sheets.

On August 27, 2018 the Edgerton ISD 623 Parent and Family Engagement Plan will be in effect for the period of the school year.

Edgerton and ISD 623 will distribute this Plan to all parents of participating Title I children and make it available to the community.