

District Parent and Family Engagement Plan

**This form was adapted from, *A Toolkit for Title I Parent Involvement*.
Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement*. Austin, TX: SEDL**

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School Year

2017-2018

Superintendent

Steve Rose

District Coordinator: Name & Email Address

Wendi Curtis

wendi.curtis@lavacaschools.com

Parent and Family Engagement Committee Members

(Select "Repeat" to open more entry fields to add additional team members)

Enter committee members

First Name

Wendi

Last Name

Curtis

Position

Federal Programs Coordinator

Enter committee members

First Name

Felicia

Last Name

Owen

Position

High School Principal

Enter committee members

First Name

Kenny

Last Name

Holland

Position

Middle School Principal

Enter committee members

First Name

Sam

Last Name

Slott

Position

Elementary School Principal

Enter committee members

First Name

Shannon

Last Name

Todaro

Position

High School Parent Involvement Facilitator

Enter committee members**First Name**

Joanna

Last Name

Bartlett

Position

Middle School Parent Involvement Facilitator

Enter committee members**First Name**

Dasha

Last Name

Headley

Position

Elementary School Parent Involvement Facilitator

Enter committee members**First Name**

Sheryl

Last Name

Carter

Position

Elementary, Middle, and High School Parent

Enter committee members**First Name**

Lavonda

Last Name

Martin

Position

Middle School Parent

Enter committee members**First Name**

Amy

Last Name

Green

Position

Middle School Parent

Goal 1: How will the LEA foster effective parent and family engagement strategies and support partnerships among school, parents, and the community to improve student achievement?

1. Develop and disseminate district parental involvement policy on the school's website. (Wendi Curtis 674-5611)
2. Conduct an annual meeting in the spring to update policy for next year's Title I, Part A program. (Wendi Curtis 674-5611)

3. Coordinate parental involvement activities with those of other programs.(Parent Involvement Facilitators; Principals)
4. Establish parental involvement contact person at each of the Title I, Part A schools. (LES- Dasha Headley 674-5613; LMS- Joanna Bartlett 674-5618; LHS - Shannon Todaro 674-5612; District - Wendi Curtis - 674-5611; Steve Rose, Superintendent - 674-5611)
5. Conduct an annual review of the effectiveness of the parental involvement policy. (District and School Parent Involvement Facilitators and Principals: District 479-674-5611; LHS 479-674-5612; LMS 479-674-5618; LES 479-674-5613)
6. Develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools. (Wendi Curtis, 674-5611)
7. Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand.(Principals and Parent Involvement Facilitators at each school--479-674-5612 LHS; 479-674-5618 LMS; 479-674-5613 LES)

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental engagement?

1. Conduct ongoing site visits to observe parental involvement practices. (Wendi Curtis 479-674-5611)
2. Provide requested materials and training not otherwise available as needed to assist parents in supporting their child's academic achievement. (Wendi Curtis 479-674-5611)
3. Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. (District and School Parent Involvement facilitators 479-674-5611, 479-674-5612, 479-674-5613, 479-674-5618)
4. Ensure, to the extent possible, that information is sent home in a language and form parents can understand. (Principals and Parent Involvement Facilitators, ESL coordinator)
5. Provide information on adult literacy training in the community if any becomes available. (Wendi Curtis, 479-674-5611)
6. Provide a copy of the school policy at each school for parents to view as well as provide a copy to each parent. (Principals, Parent Involvement Coordinators)
7. Monitor each Title I, Part A school to ensure that each school performs the following tasks: (Wendi Curtis, 479-674-5611)
8. Develop parental involvement policy.
 1. Offer flexible meeting times.
 2. Provide information to parents about the school's program, include parent information guide.
 3. Develop and use the School-Parent Compact.
 4. Provide training for parents in working with their child to improve academic achievement, to include training on the online or phone notification system in order to have real-time access to their child's attendance and achievement.
 5. Encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts.
 - Field day volunteers
 - Open House
 - Various committees
 - College reps visit campus to provide parents/students with information about scholarships, opportunities, and information on life after high school
 - Testing workshops provide parents with explanations of statewide assessment system and suggestions for assisting their children to succeed
 - Training on online grade reports and parent notification

6. Encourage parent participation through innovative activities to maximize opportunities for parents to participate in school-related activities.

7. Convene annual school meeting to inform parents of their school's participation in the development of the parental involvement policy and their right to be involved.

Goal 3: How will the district build the school's capacity for strong parental engagement?

1. Provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A. (District/School Parent Involvement Facilitators; Principals)
2. Support the development of parent engagement groups at each school. (District PI Facilitator; Principals)
3. Provide resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their child. (School Parent Involvement Facilitators)
4. Involve parents through an annual survey to improve school effectiveness. (Principals; Parent Involvement Facilitators)
5. Approve reasonable and necessary expenses associated with parental involvement activities. (Administrators)
6. Provide any reasonable support for parental involvement at the request of participating Title I, Part A schools.

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parent and family engagement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

1. Survey parents annually, including questions to identify barriers to parental involvement. (Principals, Parent Involvement Coordinators)
2. Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. (Principals, Parent Involvement Coordinators)
3. Develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. (Principals; Parent Involvement Coordinators)
4. Use findings from evaluation process to make recommendations to each participating school for parental involvement policy revision and provide suggestions for school policies, as they relate to parental involvement. (Wendi Curtis, 674-5611)
5. Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. (District administrators and Parent Involvement Facilitators: Wendi Curtis, Title 1; Dasha Headley, PI Facilitator; Joanna Bartlett, PI Facilitator; Shannon Todaro, PI Facilitator)

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

- Parents representing Title I schools and non-Title I schools are invited to serve on the District ACSIP committee and on ACSIP school advisory committees at each school.
- Parents are also active in school parent organizations, booster clubs geared to extracurricular activities, and as volunteers in classrooms, at school book fairs, and other activities.
- Our district parents are surveyed at the schools attended by their children and invited to participate in district and school activities, including ACSIP.
- A district Facebook survey is used to address parents in the district for suggestions relating to increasing their involvement in their children's education.
- Survey results will be shared by facilitators so that the K-4 Elementary School survey is shared with the Middle School; Middle School survey is shared with the High School so that all

administrators, parent facilitators, and parents are aware of parent involvement activities and opportunities across the district.

- Links to websites of interest to parents of K-12 students, opportunities for parent involvement, and general information regarding parenting will be available on the district's website and also provided as a brochure for parent use.
- If additional support is needed, parents can contact Wendi Curtis at 479-674-5611 with questions or suggestions.