

# Cerro Gordo Elementary School 2020-2021 Parent and Family Engagement Plan

Title I Requirement	Evidence of Compliance	Participants	Activities/Strategies	Time/Date
1. <b>Shall jointly develop</b> with and distribute to, parents of participating children a written parental involvement policy.	<ul style="list-style-type: none"> <li>* Attendance logs</li> <li>* Copies of policy</li> </ul>	<ul style="list-style-type: none"> <li>* Principal</li> <li>* Parents</li> <li>* Advisory Board</li> <li>* Teachers</li> <li>*Parent Involvement Team</li> </ul>	<ul style="list-style-type: none"> <li>* Advisory Board meets quarterly to revise and review</li> <li>* Provide copies at parent conferences</li> </ul>	End of 1st quarter
2. <b>Shall convene</b> an annual meeting.	*Attendance Logs	<ul style="list-style-type: none"> <li>* Administrators</li> <li>* Parents</li> <li>* Faculty</li> </ul>	<ul style="list-style-type: none"> <li>* Open House agendas for each parent include a write-up of the Title I program</li> <li>* Provide copies of policy at parent meetings/conferences</li> </ul>	Virtually September 30, 2020
3. <b>Shall distribute</b> and discuss school-parent agreement forms annually.	*Student Accountability agreements filed in Accountability folders	<ul style="list-style-type: none"> <li>* Principal</li> <li>* Teacher</li> <li>* Parents</li> <li>* Student</li> </ul>	<ul style="list-style-type: none"> <li>* Sign at Back to School Orientation</li> <li>* Review at Parent/Teacher Conferences</li> </ul>	August 21, 2020 (ongoing as students enroll)
4. <b>Shall provide</b> assistance to parents in understanding such topics as standard course of study, EOG and local assessments.	<ul style="list-style-type: none"> <li>*Connect ED messages</li> <li>*School website</li> <li>*Spanish language information sheets</li> <li>*Information flyers</li> </ul>	<ul style="list-style-type: none"> <li>*Administrators</li> <li>*Staff</li> <li>*Parent Involvement Team Specialist</li> <li>*Speakers from central office staff</li> <li>* Parents</li> </ul>	<ul style="list-style-type: none"> <li>* Telephone calls</li> <li>* ConnectEd System</li> <li>* Conferences</li> <li>* Display information on bulletin boards</li> <li>* Family Fun Nights</li> <li>* PTO meetings</li> <li>* Class newsletters</li> <li>* Monthly Calendar of Events</li> </ul>	August 26, 2020

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5. <b>Shall provide</b> materials and training to help parents to work with their children at home.	<ul style="list-style-type: none"> <li>* Workshop schedules and agendas</li> <li>* Attendance log</li> <li>* EOY Parent Survey results</li> <li>* Flyers/invitations</li> <li>* Monthly Calendar</li> </ul>	<ul style="list-style-type: none"> <li>* Administrators</li> <li>* Parent Involvement Team</li> <li>* Community Partnerships</li> <li>* Staff</li> <li>* Parents</li> <li>* Speakers</li> </ul>	<ul style="list-style-type: none"> <li>* Survey parents to determine interests and needs</li> <li>* Develop schedules</li> <li>* Conduct EOY survey</li> <li>* ConnectEd system</li> <li>* Schedule special speakers as needed</li> </ul>	September 2019 - May 2021
6. <b>Shall offer</b> a flexible number of meetings, such as meeting in the morning or evening and may provide transportation, childcare or home visits with funds for parental involvement.	<ul style="list-style-type: none"> <li>* Attendance logs</li> <li>* Copies of hand-outs</li> <li>* Announcement flyers</li> <li>* Monthly Calendar</li> </ul>	<ul style="list-style-type: none"> <li>* Parent Involvement</li> <li>* Specialist</li> <li>* Administrators</li> <li>* Parents</li> <li>* Speakers</li> </ul>	<ul style="list-style-type: none"> <li>* Survey parents to develop workshops to meet needs</li> <li>* Schedule workshops to explain state testing program.</li> </ul>	October 2020 - May 2021
7. <b>Shall involve</b> parents in the planning, review, evaluating and improvement of the program.	<ul style="list-style-type: none"> <li>* SIT meeting minutes</li> <li>* Parent Advisory council meetings</li> <li>* PTO</li> <li>* Parent Involvement Team</li> </ul>	<ul style="list-style-type: none"> <li>* Principal</li> <li>* SIT members</li> <li>* Parent Advisory council members</li> </ul>	<ul style="list-style-type: none"> <li>* Meet as representative on SIT</li> <li>* Meet as representative on Parent Advisory Council</li> </ul>	<ul style="list-style-type: none"> <li>* Monthly scheduled SIT meetings</li> <li>* Quarterly scheduled Parent Advisory Council meetings</li> </ul>
8. <b>Shall ensure</b> that information related to school and parent programs, meetings and other activities is sent to parents in a format, and language the parents can understand.	<ul style="list-style-type: none"> <li>* Workshop agendas</li> <li>* Attendance Logs</li> <li>* Flyers and invitations</li> <li>* Connect Ed</li> </ul>	<ul style="list-style-type: none"> <li>* Administrators</li> <li>* Staff</li> <li>* Parent Involvement Specialist</li> <li>* Parents</li> <li>* Speakers/Interpreters</li> </ul>	<ul style="list-style-type: none"> <li>* Coordinate special needs equipment</li> <li>* Schedule interpreters as needed</li> </ul>	8/26/2020-06/05/21

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<p>9. <b>Shall provide</b> training for teachers, staff and principals on how to work together in a joint effort to reach out, communicate with and work with parents as equal partners.</p>	<ul style="list-style-type: none"> <li>* Agendas</li> <li>* Attendance logs</li> <li>* Copies of handouts</li> <li>* Principal surveys</li> <li>* SIT</li> </ul>	<ul style="list-style-type: none"> <li>* Principal</li> <li>* All Staff Members</li> <li>* Parents</li> </ul>	<ul style="list-style-type: none"> <li>* Family oriented programs such as Family Fun Nights</li> <li>* Parent Conferences</li> </ul>	<p style="text-align: center;">August 26, 2019- 6/6/2020</p>
<p>10. <b>Shall coordinate</b> and integrate parent involvement program activities with Head Start, Even Start and other pre-school programs.</p>	<ul style="list-style-type: none"> <li>* Pre-school handbook</li> <li>* Attendance logs</li> <li>* Flyers to the community</li> </ul>	<ul style="list-style-type: none"> <li>* Principal</li> <li>* Parent Involvement Specialist</li> <li>* Pre-K Teacher</li> <li>* Kindergarten Teachers</li> </ul>	<ul style="list-style-type: none"> <li>* Schedule school visits for children /parents</li> <li>* Arrange classroom visits in kindergarten classes</li> <li>* Connect Ed message about registration</li> </ul>	<p style="text-align: center;">April 2020-May 2020</p>