



**Pine Tree**

INDEPENDENT SCHOOL DISTRICT

*A Tradition of Excellence for All*

## **Pine Tree ISD 2016-2017 Title I Family Engagement Plan**

### **Family Engagement:**

Pine Tree Independent School District believes that parents are partners with school staff in the education of their children and that family engagement and empowerment are essential at all levels throughout the school district. Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, by ensuring

- A. that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- B. that parents are encouraged to be actively involved in their child's education at school;
- C. that parents are encouraged to be actively involved in their child's education at home.

Everyone gains if school and home work together to promote high achievement by our children.

### **General Expectation:**

\*The school district will ensure that Title I campuses are family friendly and will work with parents as partners as partners in the education of children.

\*The school district will ensure that programs, activities and programs are in place for the engagement of parents in all of its schools with Title I, Part A programs.

\*The school district will work with its schools to ensure that the required school-level parents engagement policies meet the requirements of NCLB including school-parent compacts.

\*The school district will involve the parents of children served in Title I, Part A schools in

decisions about how the family engagement activities will be utilized.

\*The school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children. This includes providing information and school reports in an understandable and uniform format, and including alternative formats upon request, and to the extent practicable, in a language parents understand.

**In order to comply with the guidelines of the No Child Left Behind Act (NCLB), Pine Tree ISD will implement the following procedures and activities to ensure effective family engagement.**

**Pine Tree ISD will:**

1. Ensure that the Primary campus provide appropriate parent notification in these areas:
  - a. Parents have the right to request Highly Qualified and certification information for their child's teacher.
  - b. Identifying their child's participation in intervention programs
  - c. Notice that their child is being taught by a non-Highly Qualified teacher for four consecutive weeks or longer.
2. Ensure that teachers communicate regularly with parents about their child's progress by:
  - a. Making phone calls
  - b. Providing class newsletters/calendars, etc.
  - c. Sending frequent student progress reports to parents
  - d. Providing parent-teacher conferences
3. Provide support to assist the primary campus in planning and implementing effective parent engagement activities including:
  - a. Having a Family Engagement Team (made up of teachers, administrators, parents, and the Family Engagement Liaison) as a sub-committee of the district's Site-Based Decision Making Committee to review and make recommendations regarding campus-level family engagement activities.
  - b. Having a district-level Family Engagement Liaison to coordinate and support the Parent Engagement program at each Title I campus
  - c. Having the Family Engagement Liaison assist the primary campus in helping to plan and implement the Family Engagement events.
4. Provide professional development for the primary campus teachers and staff in how to reach out to communicate with and work with parents as equal partners. Also, professional

development opportunities for educators on culturally responsive, evidence-based strategies that support the education of the child. Professional development will be supported through continuous collaboration during PLCs and faculty meetings to ensure a deeper understanding of cultural responsiveness among all staff.

5. The school district will ensure that the primary campus will conduct an annual Title I meeting to explain ESEA requirements and the campus' implemented programs and how this program will benefit the students at the primary campus.

6. Reduce barriers for parents to participate in Family Engagement events by:

- a. Providing school meetings at a variety of days and times
- b. Providing babysitting at Family Engagement events, as needed

7. Monitor information (attendance demographics, meeting types, meeting times, etc.) on Family Engagement events at the primary campus to help ensure that barriers to effective family engagement are eliminated

8. Advertise the family engagement events in a timely manner, and to the extent practicable, in a language the parents can understand by using multiple formats to advertize each meeting (for example: Phone Messenger (reminders and use of auto-phone system), meeting flyers, website, e-mail)

9. Pine Tree Primary School will provide opportunities for parents to increase their own understanding of:

**a. Parenting:**

*Parenting Activities may include, but are not limited to:*

- Keeping your child safe
- Building self-esteem
- Setting rules and structure at home
- Improving communication with your child
- Awareness of bullying

*Parent and child activities may include, but are not limited to:*

- Texas Day
- Parent Conference Nights
- Fall Fest
- Innovation Showcase
- Curriculum Night

**b. Academic standards:**

*Academic activities may include, but are not limited to:*

- Family Reading, Math, or Science Nights
- Running Records, Report Cards, and SOUNDS Curriculum
- A grade level orientation meeting (curriculum, grading system, academic expectations, etc.)

**C. Community resources:**

*Network of community resources may include but are not limited to:*

- Financial literacy professional support
- Health
- Dental
- Vision
- Nutrition

10. Conduct an annual evaluation of the Family Engagement Program

- a. A survey will be sent home to all Primary school Pre-K parents during the spring semester each year
- b. The surveys will be printed in English and Spanish. Other languages will be determined each year based upon the need for languages spoken by Pine Tree ISD families.

11. Involve parents in the process of school review and improvement by:

- a. Providing a Campus Texas Academic Performance Report (TAPR) Report Card
- b. Involve parents of participating children in the Site-Based Decision Making Committee (SBDM), Campus Family Engagement Team, as well as the District Improvement Team.
- c. Providing communication to explain the TAPR

12. Establish and maintain a link on the Pine Tree Primary website to advertise upcoming meetings to coordinate with parents from other programs.

13. Through the activities listed in this narrative, PTISD provides and encourages support for individual families, and in addition provides opportunities for the families to network and support each other.

**Family Engagement Plan  
Pine Tree Primary  
2016-2017**

**GOAL 1: Facilitate family-to-family support.**

<b>ACTIVITY</b>	<b>PERSON RESPONSIBLE</b>	<b>TIMELINE</b>	<b>ASSESSMENT</b>
Establish a Family Advisory Board to increase communication between the school and parents	Pre K Lead Teacher Administrators Grant Administrator	4 times a year	Agendas and minutes Sign in sheets
Coordinate parenting classes with a curriculum night to help parents know how to work with their children at home	Teachers Administrators Community Members	Fall and Spring	Sign in Sheets Program to show offerings Parent Survey
<b>GOAL 2: Establish a network of community resources.</b>			
<b>ACTIVITY</b>	<b>PERSON RESPONSIBLE</b>	<b>TIMELINE</b>	<b>ASSESSMENT</b>
Provide information to bilingual parents about local English classes	Counselor	At all school activities	Document how many parents take classes
Develop a parenting resource center	Teachers Administrators Community Members	September-May	Sign in Sheets Resource Check Out
<b>GOAL 3: Increase family participation in decision making.</b>			
<b>ACTIVITY</b>	<b>PERSON RESPONSIBLE</b>	<b>TIMELINE</b>	<b>ASSESSMENT</b>
Establish a Family Advisory Board to increase communication between the school and parents	Pre K Lead Teacher Administrators Grant Administrator	4 times a year	Agendas and minutes Sign in sheets
Collaborate with parents to set goal for their students	Teachers	Conferences	Conference Notes Goal Setting Notes
<b>GOAL 4: Equip families with tools to enhance and extend learning.</b>			

<b>ACTIVITY</b>	<b>PERSON RESPONSIBLE</b>	<b>TIMELINE</b>	<b>ASSESSMENT</b>
Weekly Newsletter with tools to enhance and extend learning	Teachers	Weekly	Copies of Newsletter
Monthly Family projects to encourage parent and student learning together	Teachers	Monthly	Completion of Projects by students Numbers of projects sent back
Provide take home readers and activities to encourage parent and student learning together	Teachers	September-May	Log of use Numbers of activities completed

**GOAL 5: Evaluate family engagement efforts and use evaluations for continuous improvement.**

<b>ACTIVITY</b>	<b>PERSON RESPONSIBLE</b>	<b>TIMELINE</b>	<b>ASSESSMENT</b>
Conduct parent survey to evaluate family engagement efforts	Administrators	Spring	Use data from survey to evaluate effectiveness
Offer students and parents a chance to visit the school in advance of pre kindergarten school year	Teachers Administrators	Meet the Teacher-Fall Pre Kindergarten Transition- Spring	Sign in Sheets Tours conducted with local early childhood centers