

St. Michaels Elementary School – A Title I School -- Parent and Family Engagement Plan 2018-19

The Parent and Family Engagement Plan is jointly developed with parents and family members and outlines how the school will support student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve the State's high standards (*ESSA, Section 1116(d)*). To accomplish Talbot County Public Schools' mission that each child will **Learn, Grow and Succeed**, the community, families, children and school must work together for success.

SMES recognizes and supports Parent and Family Engagement in the following ways:

Parenting: Helping families establish home environments to support children as students, using the following resources:

- Parent workshops throughout the school year that build parent and family capacity to support learning at home, and other topics identified by parents
- Information on behavior, discipline and other ways to develop healthy habits in children distributed in school newsletter, website and other communications
- Annual PreK/K Orientation program provides parents with materials and information to help them prepare children for school
- Family Liaison available to help parents connect to community resources that support development of positive parenting skills

Communicating: Conducting meaningful, two-way communications about school programs and student progress

- Weekly e-mails/texts/printed information communicating about school programs and events, translated into languages that parents can understand
- Website and social media accounts contains up-to-date information about school programs and news
- Information is translated into Spanish in a timely manner. Language line is accessed for languages other than Spanish. ELL teachers and interpreters available on conference days and at other school events
- Auto-dial is used to communicate with school community regarding matters requiring immediate attention
- Weekly Folders inform parents of all assessments conducted with their child on a weekly basis, along with other relevant academic information
- Annual Meeting for Title I parents (10/5/18) to communicate about Title I programs, services and supports available to students and families, encourage parents to participate as decision-makers and inform parents about the availability of Set-Aside funds
- If the schoolwide program plan is not satisfactory to parents, they may make comments by e-mail Indra Bullock, Principal, by e-mail at ibullock@talbotschools.org or (410) 745-2882. Complaint procedure is also available online at talbotschools.org.

Volunteering: Organizing volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.

- SMES encourages volunteers across the school community
- Volunteer Coordinators outreach to parents and families via e-mail, website and social media about ways to participate in classrooms and school community
- Classroom teachers invite all parents and families to volunteer during initial conferences

Learning at Home: Involving families with their children on homework and other curriculum-related activities and decisions.

- Parents are informed about state academic standards and state and local assessments via newsletter, workshops and other communications
- Links to learning-based websites are listed on the SMES home page
- Individualized, grade-level specific materials available for parents to help with learning at home and supporting EngageNY curriculum

Decision-Making: Include families as participants in school decisions, and develop leaders and representatives.

- Parents are surveyed annually at District and School level
- Parents are given the opportunity to provide input on spending Parent Involvement Set-Aside Funds, School Parent Compact, School level Plan through participation in the Parent Advisory Committee, and through Title I information packet sent home at Annual Meeting
- Parents are invited to participate in School Improvement Team
- Parent feedback on all Title I documents, programs, services and set-aside funds can be submitted directly to Indra Bullock at ibullock@talbotschools.org, or by calling (410) 745-2882

Collaborating with the Community: Coordinate resources and services from the community for families, students and the school, and provide services to the community.

- School maintains partnership with community agencies including Judy Center, Health Department, Department of Social Services and others, and accesses services as needed
- SMASH program provides afterschool activities
- School develops partnerships with local businesses and other groups to work directly with students
- PTO supports Business Partner program to provide needed materials for teachers
- Students engage in various volunteer projects throughout school year to support community agencies such as Humane Society and Veterans' programs.
- CarePacks program partners with parents and community organizations to provide for students' basic needs on weekends