

## St. Michaels Elementary School – A Targeted Title I School -- Parent and Family Engagement Plan 2017-18

St. Michaels Elementary School defines parent and family engagement as the participation of the parent in regular, two-way and meaningful communication involving student academic achievement and other school activities. SMES recognizes that a child's education is a responsibility shared by the school, family and community for the duration of the child's participation in school. 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 Involvement 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 address nutrition, discipline, money management, stress and other areas of concern identified by
- Games and learning materials through Parent Resource Centers in both buildings
- Information on behavior, discipline and other ways to develop healthy habits in children distributed in school newsletter, website and other communications

**Communicating:** Conducting effective communications from school-to-home and home-to-school about school programs and student progress

- Monthly newsletters contain dates for school programs and information about events happening throughout school community
- Daily contact between parent/guardian and teacher via agenda books
- Website 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
- Friday Folders inform parents of all assessments conducted with their child on a weekly basis, along with assessment results
- Host an Annual Meeting for Title I parents (December 5, 2017) to communicate about Title I programs, services and supports available to students and families, to encourage parents to participate as decision-makers and to inform parents about the availability of Set-Aside funds
- Parents are invited to submit comments or complaints via the website, e-mail to [ibullock@tcps.k12.md.us](mailto:ibullock@tcps.k12.md.us) or phone 410-745-2882

**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 opportunities are advertised in school newsletter, on website and via other communications

**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
- Home-School materials available for parents on request to use with their children at home

**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 through participation in the Parent Involvement Committee, and through Title I information packet sent home on conference days, including new Spending Plan.
- Parents participate in New Teacher training in order to educate teachers on effective uses of parent volunteers in classrooms, and on communicating with parents at conferences and other times.
- Parents are involved in developing and implementing Parent Involvement plan and Home/School Compact, parent feedback on these documents is solicited annually through Title I packet distributed at Annual Meeting. Parents can submit comments directly to Indra Bullock at [ibullock@tcps.k12.md.us](mailto:ibullock@tcps.k12.md.us), 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 SMASH, Health Department, Department of Social Services and others, and accesses services as needed
- 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.
- SMASH operates an after school program in partnership with SMES
- CarePacks program partners with parents and community organizations to provide for students basic needs on weekends