**Parent Family Engagement Plan**

**School: Pactolus School Year: 2017-2018**

**\*Section 1118C – Documentation may include invitations, meeting agendas, sign-in sheets, minutes, calendars, etc.**

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| **Requirements** | **Date(s)** | **Events/Activities** | **Documentation** |
| * Annual Meeting to inform parents that your school is in a Title I Program
 | * **Nov. 1, 2017**
 | **Title 1 Annual Meeting with parents**  | **Invitations, Alert Now Messages, agenda, sign-in,**  |
| * Explain how parents are involved in supporting Parent Involvement Policy and Comprehensive School Plans
 | **SIT Meeting Dates****Throughout the year****2x per month (1st Wed and 3rd Mon. of the Month)** | **School Improvement Team****Meetings** | **SIT Minutes, PTA Executive Board Meetings****Agenda, Sign-in Sheets** |
| * School’s responsibility to provide high-quality curriculum in a supportive and effective learning environment. How do you inform parents about the PCS School-Parent Compact
 | * **August 25, 2017 5:00pm-7:30pm**
* **Nov, 2017 6:00pm-8:00pm**
 | 1. **Include information in Pactolus School Parent/Student Handbook (distributed 8/28/17)**
2. **Parent meeting at Title 1 meeting**
3. **Title 1 Brochure available at front office**
 | **Sign-in sheet****Agenda****Handbook** |
| * Communication between teacher and parents on an on-going basis about child’s achievement, progress reports or opportunities to volunteer. Explain your school process.
 | **Weekly throughout the 2017-2018 school year****Report Cards:****11/6/16; 1/29/17; 4/16/17****Progress Reports:****9/25/17; 12/4/17; 2/26/18; 5/7/18** | **Weekly communication folders****Homebase****Class Dojo and Remind** **Parent/Teacher Conferences****Phone calls/emails****Report Cards****Progress Reports****Parent Conference Nights****(Nov. 9, 2017 & April 12, 2018)****3:00pm-7:00pm** | **Report Cards signed by parents****Progress Reports signed by parents****Parent Conference sign-in sheets****Class Dojo and Remind keep record of communication** |
| **Requirements** | **Date(s)** | **Events/Activities** | **Documentation** |
| * Parent involvement training that support parents in helping their child at home

\* List parent workshops  | * **Nov. 1**
* **March 13, 2018**
* **May 4, 2018**
 | * **Title 1 Annual Meeting with parents/ Curriculum Round-Up**
* **#2 Luncheon w/ Principal Parent Conference**
* **#3 Luncheon w/ Principal Parent Conference**
 | **Agendas****Sign-in sheets****Notices****Incentive Receipts** |
| * Information related to school and parent programs,

How does the school present information to parents in a language that they understand? |  | **Parent Involvement Meetings (listed above) are presented in English and translated in Spanish for Spanish speaking parents****Spanish interpreter available at school** | **Family Calendars in English & Spanish****Family communications in English & Spanish** **Blackboard Connect in English & Spanish** |
| * **Parent Communication:**

Explain how the schools enhance the home-school relationship and keeping them informed about school activities | **2017-2018****Weekly****Monthly** | **Blackboard Connect 5 Messages, Website, Handbook, Monthly Home School Connections, Student Agenda, Flyers, School Web Page, Facebook, Twitter**  | **Flyers, invitations, notices, Blackboard Connect 5 Message receipt** |