

Nelson Elementary Parent and Family Engagement Plan

In accordance with The No Child Left Behind Act of 2001 (NCLB) & Every Student Succeeds Act of 2015 (ESSA)

Parents, staff, and the building administrator have developed this Parent and Family Engagement Plan in accordance with NCLB Section 1118 and ESSA Section 1116 activities which are accomplished at **Nelson** in the ways listed in each section.

ESSA Section	Ways in Which Nelson Elementary Staff Accomplish these Activities
1116 (c)(1) Convene an Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved	An annual meeting is held which includes information for parents: <ul style="list-style-type: none"> ● Nelson Elementary School holds its Annual Title I Parent meeting early in the fall each school year, either at Open House, or another parent event. Parents were informed of programming within Title I, how Title I funding is used at Nelson, Title I requirements, their rights as parents of children receiving title I services. Parents are invited to participate with the Nelson School Leadership Team, and given opportunities to ask questions.
1116 (c)(2) Offer flexible number of meetings at times convenient to parents and provide transportation, child care, or home visits as it relates to parent involvement	Meetings are offered at flexible times convenient for parents and if needed, transportation, child care, and home visits can be arranged: <ul style="list-style-type: none"> ● Nelson staff offer parent events and meetings at various times of the day including during lunch, after school, mornings, evenings, and home visits. Transportation and child care are provided as needed.
1116 (c)(3) Involve parents in an organized, ongoing, and timely way in the planning, reviewing, and improvement programs under Title I, including the development of the Parent Involvement Plan and schoolwide Plan	Parents are involved in the development of the school improvement plan and Title I Program development in the following ways <ul style="list-style-type: none"> ● Parents are invited and participate in school improvement planning meetings including: Districtwide School Improvement Data Meeting, Building level school improvement monthly meetings, and the revising of the Title I Parent Compact and Title I Parent Engagement Plan. ● Nelson’s family Liaison engages parents in planning and evaluating of family learning events.
1116 (c)(4)(A) Provide parents of Title I children timely information	Parents are provided information regarding the school programs in the following ways: <ul style="list-style-type: none"> ● Teachers communicate at parent-teacher conferences regarding their student’s level of academic achievement using report cards and i-Ready assessment reports and discuss appropriate services being provided. Nelson leadership and teachers send home printed flyers informing parents of upcoming events, including Title I programs. Events are published on the school social media and websites. Robo calls are used to inform parents. Some teachers use daily “Red” communication folders to send home information regarding events. i-Ready Benchmark Assessment reports are shared with parents after each benchmark administration fall, winter, and spring. In addition, IRIPs (Individual Reading Improvement Plans) are provided to parents of students in grades kindergarten through third grades who are reading below grade level. The IRIP includes information on supports that are being provided at school and strategies for how parents can support their child at home to improve reading achievement.

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<p>1116 (c)(4)(B) Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the proficiency levels students are expected to meet</p>	<p>Parents are provided information about the school’s curriculum, assessments, and proficiency level expectations in the following ways:</p> <ul style="list-style-type: none"> ● Parents receive family friendly grade level content standards for math and reading throughout the year to support learning at home. ● Family engagement activities include opportunities for families to interact with their children’s learning. ● Nelson has made available on our school website links to “Milestones” at Greatschools.org. These are a set of brief videos that provide parents with easy access to see and hear what proficient reading, writing, and mathematics look like at each grade level. ● Parents are invited to an end-of-year celebration of learning at which teachers and students share with their family highlights of learning expectations throughout the year. ● Parents receive reports three times a year on their child’s progress on the iReady Benchmark Assessments in reading and math. These report include information for parents on expected proficiency levels. ● At Parent-Teacher Conferences parents receive iReady progress reports (K-6) and Individualized Reading Intervention Plans (IRIP) (K-3) ● At Open House, parents are introduced to our use of iReady as a diagnostic assessment and as an individualized online learning tool.
<p>1116 (c)(4)(C) Provide parents of participating Title I students opportunities for regular meetings to formulate suggestions, to participate in decision making as it relates to their child’s education, and to respond to any suggestions as soon as possible</p>	<p>Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways:</p> <ul style="list-style-type: none"> ● Parents are invited and participate in Title I and School Improvement Planning meetings. Nelson’s Leadership Team meets once a month, and parents are included on that team. ● The Nelson Parent Liaison seeks input and feedback from parents during parent events, focus groups, and home visits.
<p>1116 (c)(5) Ensure that if the schoolwide plan is not satisfactory to parents of participating students, submit any parent comments on the plan when the school makes the plan available to the Local Education Agency</p>	<p>If parents are not satisfied with the school improvement plan or programs, they have opportunities to make comments by:</p> <ul style="list-style-type: none"> ● Parents complete surveys during conferences and all family engagement events/activities. ● Parents can contact the school principal with feedback. ● Parents provide feedback in a comment box in the main office. ● The Nelson Parent Liaison seeks input and feedback from parents during parent events, focus groups, and home visits.
<p>1116 (d)(1) Jointly, with parents, develop a school-parent compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement</p>	<p>The Parent/School Compact was developed by the leadership team at Nelson and reviewed by the entire staff for feedback and suggestions. The compact is revised each year by the school improvement team before final approval by school staff. Parents are invited to be a part of the school improvement team. At fall conferences, the Parent/Teacher compact is finalized by the classroom teacher, parent/guardian, and student, and is signed by parent/guardian, teacher, and student.</p>

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<p>1116 (d)(2)(A) Include a schedule for Elementary Parent/Teacher Conferences, at least annually, during which the Compact will be discussed with parents as it relates to the individual child’s achievement</p>	<p>The Parent/School Compact is shared annually at Parent/Teacher Conferences each fall. This is an opportunity for the parents and the teacher to share ways in which they can jointly support the child’s learning at home and school. Fall parent teacher conferences are held each year during the first week of November and in the spring during the last week of March. A Title I Station is a standing rotation at all of Nelson’s Family Engagement activities throughout the year. A Parent Survey that aligns with the Parent-Student-Compact is taken by parents during the Fall semester.</p>
<p>1116 (d)(2)(B) Provide frequent reports to parents on their child’s progress</p>	<p>Student progress is reported to parents in several different ways at a variety of time throughout the school year including:</p> <ul style="list-style-type: none"> ● Parents receive reports three times a year on their progress on the iReady Benchmark Assessments in reading and math. These report include information for parents on expected proficiency levels. ● At Parent-Teacher Conferences parents receive iReady progress reports (K-6) and Individualized Reading Intervention Plans (IRIP) (K-3) ● teachers communicate with parents via Classroom DoJo, phone calls, take-home folders, “See-Saw” (online student portfolio), daily behavior point sheets, report cards, email, parking lot conversations
<p>1116 (d)(2)(C) Afford parents of children receiving Title I services, reasonable access to staff, opportunities to volunteer, and participate in their child’s class, and observation of classroom activities</p>	<p>School staff ensure parents have access to communicate with them about their child’s education in a variety of ways including:</p> <ul style="list-style-type: none"> ● Parents are given teachers’ email addresses and school telephone extensions, ● Parents contact teachers via DoJo or other messaging methods ● Nelson has a Family Engagement Room where parents know they can come in to talk with the Family Liaison regarding ideas, concerns, opportunities to volunteer, etc. ● Parents can contact central office staff to express concerns
<p>1116 (d)(2)(D) Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand</p>	<p>School staff ensures regular two-way communication between staff and family by:</p> <ul style="list-style-type: none"> ● DoJo, email, behavior sheets, See-Saw, weekly/daily folders home with a signature/comment log ● The Nelson Parent Liaison seeks input and feedback from parents during parent events, focus groups, and home visits.

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<p>1116 (e)(1) Shall assist parents served by the school in understanding the State’s academic content standards, the State and Local assessments, and how to monitor their child’s progress</p>	<p>School staff annually shares the State’s content expectations with parents, the state’s annual assessment (M-STEP) with parents, and how to monitor their child’s progress.</p> <ul style="list-style-type: none"> ● Parents are given a family friendly grade level explanation of the the state’s content standards at conferences ● Tips and strategies are shared with families at conferences for helping to support learning at home. ● M-STEP parent reports are shared with families during the fall of each year for students who were assessed (gr3-6) the previous spring ● Information is shared with families during the March Family Engagement Event before Spring Assessment Season begins helping them to understand the different assessments given and the purpose of each. ● An explanation of Spring assessments is posted at the same time on the Nelson webpage
<p>1116 (e)(2) Shall provide materials and training to help parents work with their children at home to improve their children’s achievement</p>	<p>Staff will provide parents with appropriate materials and offer training in our school to enable them to support their child’s academic progress. These include:</p> <ul style="list-style-type: none"> ● Monthly class newsletters share strategies families can do at home to support the instruction in school. ● Read at home materials have been developed and sent home to families in K-3 ● A station at each family event includes ways families can support learning at home
<p>1116 (e)(3) Shall educate staff in the value and utility of parents’ contributions. Staff shall receive guidance in ways to reach out to parents, to communicate with parents, to coordinate and implement parent involvement programs, and to build relationships between the parents and the school.</p>	<p>On-going professional development for staff on effective ways to increase parent involvement occurs annually.</p> <ul style="list-style-type: none"> ● Staff at Nelson are engaged in professional learning on interacting with parents and implementing parent involvement. During the 2018-19 school year, all staff have received support on interacting with parent/guardians on improving student attendance. All staff also collaborate to plan and implement opportunities to engage parents in ways to support their child’s learning in reading, writing, math, science, and social studies. ● Staff will be provided with professional learning on ways to work effectively with parents using Joyce Epstein resources
<p>1116 (e)(4) Shall coordinate and integrate parent involvement programs and activities with other programs that encourage and support parents in more fully participating in the education of their children</p>	<p>Coordination with other programs for parent involvement includes:</p> <ul style="list-style-type: none"> ● Nelson receives funding for a Title I School Improvement Grant from Michigan Department of Education. Funds from that grant are used to hire a full-time Parent Engagement/Family Liaison. Our Family Liaison works closely with other School Improvement Grant staff, Title funded staff and general education staff to ensure coordination of programs for family and community engagement. For example, parent activities staff and leadership at Nelson coordinate parent engagement activities including Math and Reading family events using funding from local donations, Title I, general ed, and SIG as well as incorporating representatives from local community agencies and resources.

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<p>1116 (e)(5) Shall ensure information is shared with parents in a language and format they can understand</p>	<p>Information is shared with parents in a language and format they can understand. Examples include:</p> <ul style="list-style-type: none"> ● Spanish versions of newsletters and communications are available ● Interpreter is available for conferences and other parent meetings ● For other languages, which we don't currently have, we secure technology resources to facilitate communication as we begin to develop written communication in appropriate languages. ● MPS has on staff a Migrant/Bilingual coordinator whom we would contact as soon as the school is alerted to the need.
<p>1116 (e)(14) Shall provide other reasonable support for parental involvement activities as parents may request</p>	<p>Parents are provided with other reasonable support such as:</p> <ul style="list-style-type: none"> ● Staff make every effort to accommodate parent requests to ensure students' and parents' individual needs are met in order to foster more positive parent involvement ● Parents have teacher and administrators' phone numbers and contact classroom teachers through classroom apps such as Class Dojo ● Nelson's Parent Liaison is available full time to advocate for parents to ensure concerns are addressed and student needs are met
<p>1116 (f) Shall provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children</p>	<p>Staff provide opportunities for full parent participation:</p> <ul style="list-style-type: none"> ● Flexible meeting times are provided ● Home visits from Family Liaison/Outreach Coordinator, Success Coach when appropriate ● Handicapped accessible facilities ● Phone conferences are provided as needed ● Classroom newsletter written in a language parents can understand ● Collaboration with community agencies, local mental health agency, DHHS, etc.