



Schoolcraft Learning Community's Family Engagement Plan 2016 - 2017

Schoolcraft Learning Community (SLC) is committed to the goal of providing quality education for every child. To this end, we want to establish partnerships with families and with the community. Everyone benefits when home and school work together to motivate each child to reach his/her maximum learning potential. Families play an extremely important role as a child's first teacher. The family's support for the child and for the school is critical to the child's success.

PART I. DISTRICT EXPECTATIONS

Schoolcraft Learning Community agrees to implement the following requirements:

- SLC will put into operation programs, activities and procedures for the involvement of families. Those programs, activities and procedures will be planned and operated with meaningful consultation with families of participating children.
- SLC will work to ensure that the required Family Engagement Plan meets the Title I requirements, and includes, as a component, a school-parent compact.
- SLC will incorporate this Parent Involvement Plan into its district plan.
- In carrying out the Title I parent involvement requirements, to the extent practicable, SLC will provide full opportunities for the participation of families with children with limited English proficiency, families with children with disabilities, and families of migratory children, including 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.
- If SLC's plan for Title I is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when it submits the plan to Minnesota Department of Education.

PART II. DISTRICT PARENTAL INVOLVEMENT PLAN REQUIRED COMPONENTS

1. Schoolcraft took the following actions to involve families in the joint development/revision of its Family Engagement Plan:

ACTIVITY	DATE	CONTACT
There were several opportunities at various times for parents to help create the Family Engagement Plan. Lunch and flexible childcare options were available.	Fall, 2015	Sara Godding, Title 1, 218-586-3284
The meetings to create the Family Engagement Plan were announced in the SLC newsletter.	Fall, 2015	Sara Godding, Title 1, 218-586-3284
Parents, to a reasonable extent, were contacted by phone and email.	2015/2016	Sara Godding, Title 1, 218-586-3284
The Parent Advisory Committee was approached for input.	2015/2016	Sara Godding,

		Title 1, 218-586-3284
--	--	--------------------------

2. Schoolcraft will involve parents in the joint development of district plan, review and improvement;

ACTIVITY	DATE	CONTACT
The SLC Report Card will be posted on the website and a paper version will be made available to those that request it.	Ongoing	Scott Anderson, Director 218-586-3284
If SLC is in “Needs Improvement”, notice will be given on the website and in the newsletter.	As Needed	Scott Anderson, Director 218-586-3284
SLC will identify students in need of Title 1 reading services through <u>Developmental Reading Assessment 2 (DRA2)</u> data bi-yearly in K-3 rd grade, and reading and math services through the <u>Minnesota Comprehensive Assessment (MCA)</u> data yearly in 3 rd -5 th grade, and by ongoing teacher observations in all grades. Additionally, parents can request that their child receive Title 1 assistance.	Ongoing	Sara Godding, Title 1, 218-586-3284
SLC will notify all parents that we have a Schoolwide Title 1 Program. This notification will be included in the fall packet.	Fall	Sara Godding, Title 1 218-586-3284
SLC will provide information to help parents support their student(s) academically.	Ongoing	Sara Godding, Title 1, 218-586-3284
There will be an annual Parent Advisory Committee meeting in the spring dedicated to reviewing the Family Engagement Plan.	Spring	Stacy Bender-Fayette, PAC Chair 218-556-6082
SLC’s Instructional Guide will facilitate a staff development workshop during the fall teacher workshop days, which will be focused on effective strategies for parental involvement.	Fall	Sarah Wilson, Instructional Guide 218-586-3284

3. Schoolcraft will involve parents, in an organized, ongoing, and timely way, in the planning, review and improvement of programs under this part, including planning, reviewing and improving the school Family Engagement Plan.

ACTIVITY	DATE	CONTACT
There will be an annual Parent Advisory Committee meeting in the spring dedicated to reviewing the Family Engagement Plan.	Spring	Stacy Bender-Fayette, PAC Chair 218-556-6082
The Native American Academic Advisor will, to the highest extent possible, encourage Native American families to review and provide feedback of the Family Engagement Plan	Spring	Lisa Robinson, Family and Teacher Liaison 218-586-3284

4. Schoolcraft will offer a number of flexible meeting options, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care or home visits, as such services relate to parental involvement.

ACTIVITY	DATE	CONTACT
SLC will provide childcare during orientation and conferences.	Fall and Spring	Scott Anderson, Director 218-586-3284
SLC will offer flexible pick-up times at a convenient location for the distribution of family packets each fall.	Fall	Tracy Schoenfelder, Secretary 218-586-3284
SLC will provide alternative parent meeting accommodations. This may include home visits or providing transportation assistance.	Ongoing	Scott Anderson, Director 218-586-3284

5. SLC will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents and community to improve student academic achievement, through the activities specifically described below:

ACTIVITY	DATE	CONTACT
SLC will offer a Welcome Back Night to inform parents of involvement opportunities, meet the teachers and explain individual crew expectations.	Fall	Sarah Wilson, Instructional Guide 218-586-3284
SLC will offer parent teacher conferences. SLC will coordinate times for families with multiple children.	Fall and Spring	Scott Anderson, Director 218-586-3284
SLC will invite parents to attend "Celebrations of Learning," after each expedition.	Fall and Spring	Scott Anderson, Director 218-586-3284
SLC will host an annual Family Fun Night.	Spring	Sara Godding, Title 1 218-586-3284
SLC will offer parent orientation in the spring for new-to-SLC families at multiple times, at a convenient location.	Spring	Sarah Wilson, Instructional Guide 218-586-3284
SLC will cooperate with Native American Academic Advisor to encourage Native American families to educate and bring cultural awareness into classrooms.	Ongoing	Pam Jacksen, NAAA Lisa Robinson, Family and Teacher Liaison 218-586-3284

6. If the SLC Family Engagement Plan is not satisfactory to the parents of participating children, SLC will consider feedback from parents.

ACTIVITY	DATE	CONTACT
SLC's Title 1 instructor and administrator will be available by phone, email, or face-to-face meeting to discuss unsatisfactory components of the Family Engagement Plan.	Ongoing	Scott Anderson, Director 218-586-3284 Sara Godding, Title 1, 218-586-3284
A Title 1 sponsored survey will be taken annually to review parent satisfaction with the Family Engagement Plan. The survey will include the opportunity to comment on the Family Engagement Plan.	Spring	Sara Godding, Title 1, 218-586-3284 Sarah Wilson, Instructional Guide, 218-586-3284

7. SLC's Title 1 services will provide support to parents of children served by the school, as appropriate, in understanding topics such as the following:

- * Minnesota's academic content standards,
- * Minnesota's student academic achievement standards,
- * Minnesota's academic assessments, including alternate assessments,
- * Methods of monitoring a child's progress, and
- * Methods of working with educators.

ACTIVITY	DATE	CONTACT
Title 1 will publish an article in the monthly newsletter regarding these and other topics.	Monthly	Sara Godding, Title 1, 218-586-3284
Title 1 will host an annual parent meeting, with childcare, at a convenient location.	Late winter	Sara Godding, Title 1, 218-586-3284 Sarah Wilson, Instructional Guide, 218-586-3284
SLC will host an annual Family Fun Night.	Spring	Sara Godding, Title 1, 218-586-3284
SLC will offer parent orientation in the spring for new-to-SLC families at multiple times, at a convenient location.	Spring	Sarah Wilson, Instructional Guide, 218-586-3284
SLC will offer a Welcome Back Night to inform parents of involvement opportunities, meet the teachers and explain individual crew expectations.	Fall	Sarah Wilson, Instructional Guide, 218-586-3284

8. SLC will provide parents of participating children, if requested by the parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestion as soon as practically possible.

9. SLC will, with the assistance of its Title 1 staff, educate its teachers, support staff and administration, in how to reach out to, communicate with, and work with parents as equal partners, in the value and use of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.

ACTIVITY	DATE	CONTACT
SLC's Instructional Guide will facilitate a staff development workshop during the fall teacher workshop days, which will be focused on effective strategies for parental involvement.	Fall	Sarah Wilson, Instructional Guide, 218-586-3284
Teachers will be trained in cultural sensitivity and current and historical Native American issues.	Fall	Lisa Robinson, Family and Teacher Liaison 218-586-3284

10. SLC will take the following actions to ensure Title 1 information related to the school and parent programs, meeting, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

ACTIVITY	DATE	CONTACT
Title 1 Tidbits, in the monthly newsletter, is available in alternative formats.	Monthly	Tracy Schoenfelder, Secretary, 218-586-3284
Parents are consulted annually about their preferred method of communication.	Spring	Sara Godding, Title 1, 218-586-3284
Through staff development, SLC will establish consistent (timely and school-wide), accessible parent communication.	Ongoing	Sarah Wilson, Instructional Guide 218-586-3284

11. SLC will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Family Engagement Plan in improving the quality of its Title 1 school. The evaluation will include identifying barriers to greater participation by families in family involvement activities. SLC will use the findings of the evaluation about its parental involvement plan and activities to design strategies for more effective family involvement, and to revise, if necessary, its Family Engagement Plan.

ACTIVITY	DATE	CONTACT
There will be an annual Parent Advisory Committee meeting in the spring dedicated to reviewing the Family Engagement Plan.	Spring	Stacy Bender-Fayette, PAC Chair 218-556-6082

A copy of the Family Engagement Plan will be available during the summer staff and family handbook review.	Summer	Scott Anderson, Director 218-586-3284
--	--------	---

12. SLC will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parent to be involved.

ACTIVITY	DATE	CONTACT
The annual Parent Advisory Committee meeting dedicated to evaluating the Family Engagement Plan will be announced and advertised. Non-PAC members will be encouraged to attend.	Spring	Stacy Bender-Fayette, PAC Chair 218-556-6082

13. SLC will involve parents in the decisions regarding how funds reserved for parental involvement activities will be spent.

ACTIVITY	DATE	CONTACT
There will be at least one parent on the finance committee.	Ongoing	Rita Poulton, Business Manger, 218-586-3284
Parents will be consulted regarding the activities and monies spent at Family Fun Night.	Late winter/Spring	Sara Godding, Title 1, 218-586-3284

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the Parent Involvement Plan, SLC will develop, with parents, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

ACTIVITY	DATE	CONTACT
Conduct a parent/teacher conference twice a year during which the compact may be discussed as it relates to the individual child's achievement.	Bi-annually	Scott Anderson, Director 218-586-3284
Communicate with parents concerning their child's progress in the form of a report card.	Bi-annually	Alison Drietz, Operations Manager, 218-586-3284
Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class, and observe classroom activities.	Ongoing	Tracy Schoenfelder, Secretary, 218-586-3284
SLC will host "Celebrations of Learning," after each expedition.	Fall and Spring	Scott Anderson, Director 218-586-3284

Title 1 will include in the monthly newsletter suggestions of how parents can partner with the school staff to support improved student academic achievement.	Monthly	Sara Godding, Title 1, 218-586-3284
World's Best Workforce Indian Education Plan staff will communicate updates and advisory counsel meetings through the SLC newsletter.	Monthly	Pam Jacksen, NAAA Lisa Robinson, Family and TeacherLiaison 218-586-3284

PART IV. DISCRETIONARY DISTRICT FAMILY ENGAGEMENT COMPONENTS

SLC, in consultation with its parents, has chosen to undertake some of the following activities to build families' capacity for involvement in the school and to support their children's achievement.

ACTIVITY	DATE	CONTACT
Provide reasonable and necessary expenses associated with family involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.	Ongoing	Scott Anderson, Director 218-586-3284
SLC is willing to arrange school meetings at a variety of times, conduct in-home or phone conferences between teachers or other educators, who work directly with participating children, and with parents who are unable to attend those conferences at school.	Bi-annually	Alison Drietz, Operations Manager, 218-586-3284
Utilize a Parent Advisory Committee to provide advice on all matters related to parental involvement.	Ongoing	Stacy Bender-Fayette, PAC Chair 218-556-6082
SLC will provide a list of community-based support systems in the fall family packet, on the entryway bulletin board and in the newsletter.	Fall, Ongoing, and Winter	Tracy Schoenfelder, Secretary, 218-586-3284
World's Best Workforce Indian Education Plan staff will invite and encourage Native American participation in the Native American Advisory Counsel.	Ongoing	Pam Jacksen, NAAA Lisa Robinson, Family and TeacherLiaison 218-586-3284

PART V. ACCESSIBILITY

In carrying out the family engagement requirements of this part, SLC, to a feasible extent, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, parents of children living in poverty and parents of migratory children, including providing information and school reports in a format and, to a practical extent, in a language such parents can understand.

ACTIVITY	DATE	CONTACT
Provide reasonable and necessary expenses associated with family engagement activities, including transportation and child care costs, to enable families to participate in school-related meetings and training sessions.	Ongoing	Scott Anderson, Director 218-586-3284
SLC is willing to arrange school meetings at a variety of times, conduct in-home or phone conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school.	Bi-annually	Alison Drietz, Operations Manager, 218-586-3284
Utilize a Parent Advisory Committee to provide advice on all matters related to parental involvement.	Ongoing	Stacy Bender-Fayette, PAC Chair 218-556-6082
SLC will provide a list of community-based support systems in the fall family packet, on the entryway bulletin board and in the newsletter.	Fall, Ongoing, and Winter	Tracy Schoenfelder, Secretary, 218-586-3284
Native American Counsel meetings will be held in a reasonable location, highly accessible to participating families.	Ongoing	Pam Jacksen, NAAA Lisa Robinson, Family and Teacher Liaison 218-586-3284

PART V. ADOPTION

Schoolcraft Learning Community's Family Engagement Plan has been developed/revised jointly with, and agreed upon by parents of children attending Schoolcraft. This Family Engagement Plan has been reviewed and updated by Schoolcraft Learning Community parents in the spring of 2016. The document will be in effect for the 2016-17 school year. The Plan will also be made available on the school's website.

(Signature of Title I Authorized Representative)

May 10, 2016

These parents/staff were involved in the development of this document:

Stacy Bender-Fayette	Julie Canty	Sara Godding
Jill Hanson	Lena Haskell	Pam Jackson
Lisa Robinson	Jodi Sandmeyer	Sarah Wilson

**This template of a District Parental Involvement Plan/Procedures is a modified version of the sample provided in the U.S. Department of Education Parental Involvement Guidance, provided by Minnesota Department of Education.*