

Kenny Community School Family Involvement Plan 2014 - 2015

PART I. SCHOOL FAMILY INVOLVEMENT PLAN REQUIRED COMPONENTS

A. Kenny Community will jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

Activity	Date Due	By Whom?
Site Council and PTA both plan and review yearly activities and programs that include student and parent activities.	8/22/14	PTA board, site council, Principal Gibbs and Family Liaison
The family involvement plan will be put in the parent notebook in the main office and on the school website. Notification will be made in the weekly school newsletter.	11/14/14	Principal Gibbs, parent Allison Thiesing and Family Liaison

B. 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 parents to be involved;

Activity	Date Due	By Whom?
Our annual meeting, which will include Title I services and an overview of Literacy instruction at Kenny. The newsletter, school sign, Kenny website and robo call will be used to invite parents	9/4/14	Penny Sandberg- Title I teacher, Principal Gibbs, and Family Liaison.

C. Offer a flexible number of meetings, 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 Due	By Whom?
Monthly coffee with the principal will be held in the mornings. PTA events and meetings will be held in the evenings. The site council meets at 5:00, the Kenny Foundation meets at 6:00 and the PTA meets at 7:00 (usually the first Tuesday of the month-unless otherwise noted)	6/14	PTA Board, Principal Gibbs, and Family Liaison
Family Liaison will train, implement and provide academic, and family focused events and activities to all families through out the school year.	On going	Family Liaison

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under section 1112, school wide under section 1114 and the process of the school review and improvement under section 1116.

Activity	Date Due	By Whom?
The plans are reviewed at site council and PTA and are used as a framework for our work. PTA and site council members contact information is on the school website and included in the school directory. School plans are presented at regular PTA meetings. The foundation and site-council have joined together with a focus to support the SIP and FIP. We will continue to use the Family Liaison to incorporate the Epstein model of family involvement.	On-going	Site council, PTA board, Foundation, Principal Gibbs, Family Liaison

E. Provide parents of participating children –

- a. timely information about programs under this part;
- b. a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and
- c. if requested by 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 suggestions as soon as practically possible.

Activity	Date Due	By Whom?
1. Open house in August before school starts 2. Each team presents a curriculum overview and review of grade level standards at each monthly PTA business meeting 3. Curriculum night	8/22/14	School teams, Principal Gibbs and Family Liaison
Provide opportunities for parents to participate in their child's classroom in a variety of ways.	On going	Family Liaison, classroom teachers, support staff and Principal Gibbs.

F. If the school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Activity	Date Due	By Whom?
Any person not satisfied with the plan can contact principal Gibbs, or any member of the PTA board or site council	8/25/14	Site council, PTA Board, Principal Gibbs or family Liaison

G. Kenny Community will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Minnesota (i.e., Minnesota Parent Center, Bloomington, MN).

Activity	Date Due	By Whom?
1. Kenny website, weekly newsletter, school signs, robo calls. 2. Family Liaison will provide opportunities for families to become more involved.	On going	Family Liaison

PART II. REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent involvement plan, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

Activity	Date Due	By Whom?
Open house and curriculum overview	8/25/14	Classroom teachers and specialists
Fall conference and individual learning plan goal setting	11/3/14	Classroom teachers
Report cards at the end of the 2 nd , 3 rd , and 4 th quarters	6/5/15	Classroom teachers and specialists

We request and recruit volunteers through robo calls, parent meetings, the weekly newsletter and the school website with the family liaison	Ongoing	Volunteer coordinator, PTA board and Family Liaison

BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under this part –

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State’s academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children;

Activity	Date Due	By Whom?
1.Kenny staff explains expectations, curriculum, grade level standards, and assessment information in cooperation with the family liaison	On going	All licensed staff
2.newsletter articles from the principal in cooperation with the family liaison	Ongoing	Principal and Family Liaison
3.various ECFE classes, some of which are in the evening or on weekends	Ongoing	ECFE Staff

- b. Shall provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;

Activity	Date Due	By Whom?
Curriculum night, family reading night and other academic nights found appropriate	7/31/14	PTA, MN reading corp members, Family Liaison
Teams present at monthly PTA business meetings PTA sponsored parent education presenters	Ongoing Ongoing	Teacher teams PTA Board

- c. Shall educate teachers, pupil services personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school;

Activity	Date Due	By Whom?
Turkey Bingo- the Fall PTA meeting is held at Richfield Lutheran Church.	11/20/14	PTA, teacher and parent volunteers, Family Liaison
Kenny Fall Festival and Spring Carnival	Yearly	PTA Board, teacher and parent volunteers, Family Liaison
Kenny Variety Show	Annually	Laurie Hanzal (Kenny Teachers and parent volunteers)

- d. Shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;

Activity	Date Due	By Whom?
NA	NA	NA

e. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand;

Activity	Date Due	By Whom?
Students who have a language other than English receive district communications in the language spoken in their home. This is tracked through out ELL waivers and via discovery	Ongoing	School secretary and Family Liaison

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

Activity	Date Due	By Whom?
Parents can conduct any staff member or family liaison to schedule a meeting	On going	All staff members
The Kenny family liaison and school social worker	On going	Family liaison and school social worker
The Kenny school Principal	On going	School Principal

g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training;

i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

j. May train parents to enhance the involvement of other parents;

k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

l. May adopt and implement model approaches to improving parental involvement;

m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;

n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

PART III ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Activity	Date Due	By Whom?
The district provides sites with translated materials including curriculum maps and standards overviews	Ongoing	District communications department
Interpreters for conferences are arranged by the school social worker and accommodations are made with the family liaison	Ongoing	Kenny School social worker and family liaison