

Lincoln Avenue School

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Lincoln Elementary Parent and Family Engagement Plan 2019 - 2020

- Six standards are included in the Parent and Family Engagement Plan:
 - Communication, Parenting, Student Learning, Volunteering, School Decision Making and Advocacy, and Collaborating with the Community. The stakeholders responsible in each area include: school, parents & family, teachers, and students.
- School Mission: To increase student achievement by building a partnership and knowledge base with parents about what is expected for learning.
- The Parent and Family Engagement Team consists of the Director of State and Federal Programs, Parent and Family Engagement Coordinator, administrators, reading specialists, teachers, parents and guardians. The goal of this team is to develop a system that best supports our students toward educational and personal growth.

Lincoln Elementary has developed a School-Parent Compact. This compact outlines how parents, school staff and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. The compact will be reviewed annually.

Items in the compact include the following sections:

- *The Parent-Guardian Responsibilities* - this includes a summary of how parents and guardians can best support their student.
- *The Student Responsibilities* - this includes a summary of how the student can best succeed.
- *The School Responsibilities* - this includes a summary of how the administrators, teachers, and staff can best engage the child and motivate him/her towards success.

The School-Parent Compact is revised annually by administrators, teachers, staff, parents, and students. The compact is distributed to families and can be found on the district website.

Standard I: Communication with Parents

- Conduct two Parent/Teacher Conferences per year.
- Hold at least three Parent Advisory Council Meetings per year at varying times to accommodate family schedules. Topics for the meetings will be based on survey data collected from parents/guardians.
- Send monthly informational items regarding student performance and/or learning strategies.
- Provide clear information concerning expectations and offerings.
- Provide feedback on student performance via progress reports quarterly.
- Disseminate information on school policies and procedures and include parents/guardians in the decision-making process.
- Encourage immediate family/teacher/administrator contact when a concern arises.
- Provide opportunities for teachers and families to communicate positively through mail, phone, email, or conference.
- Provide useful professional development for staff regarding effective two-way communication and cultural awareness.

Standard II: Parenting:

- Provide a Parent Resource Library in the main office at Lincoln Elementary for distributing and lending materials to parents/guardians.
- Advertise to parents that the computers in the elementary office are available for their use.
- Develop and disseminate surveys as a means of communication to help identify families' needs and hear their suggestions for future parent-teacher workshops and meetings.

Standard III: Student Learning

- Host an Open House to familiarize parents/guardians with the school and the curriculum.
- Hold parent/teacher conferences at the beginning and end of the year to provide information on student progress, goals, and moving forward with learning.
- Host Parent Advisory Council (PAC) meetings to educate parents/guardians on ways in which they can support their children's learning at home.
- Involve parents/guardians and students in setting learning goals.
- Partner with the PTA to provide different opportunities for teachers and families.

Standard IV: Volunteering

- Offer parents/guardians the opportunity to volunteer for the Parent Advisory Council to allow parents/guardians to take part in the planning of the program and support meaningful parent involvement.
- Partner with the education program at the high school to provide childcare for reading events held in the evening for parents/guardians.
- Survey parents/guardians to ensure they are volunteering in areas that interest them.
- Make reading and parenting resources available at events involving parent/guardian volunteers.
- Offer various opportunities/times/locations for parents/guardians to volunteer.

Standard V: School Decision-Making & Advocacy

- Support the PTA.
- Treat parent concerns with respect and demonstrate genuine interest in developing solutions.
- Provide opportunities for staff and parents to collaborate and make shared decisions.
- Include parents/guardians on advisory committees that directly relate to their children.
- Provide data, policies and rights to parents/guardians on a regular basis.

Standard VI: Collaborating with the Community

- Partner with the Dolton Public Library to provide information to parents to support their children's learning.
- Engage in activities that the school determines will use community resources to strengthen the school program, family practices, and student learning.
- Partner with community leaders to present topics or read aloud to the children of Lincoln Elementary School.