

Lowell Elementary School Parent and Family Engagement 2018-2019

Brainerd Public Schools Mission Statement:

In partnership with the community, Brainerd Public Schools will ensure all students achieve their individual potential by providing the highest-quality programs and resources to prepare learners for an ever-changing global society.

Lowell Elementary School is committed to the goal of providing quality education for every child in the district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as their children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

PART I: SCHOOL PARENT INVOLVEMENT POLICY

LOWELL PARENT INFORMATION NIGHTS

- **Date: August 2018**
- **Staff: Certified Staff**
- **Targeted Grade Level: K-4**
- **Description: During the Lowell Open House certified staff will be available to discuss and answer questions regarding interventions. Certified staff will also answer questions regarding the Title 1 School-Parent Compact. Written information will also be available on a table for those who would like it in that form.**

- **Date: October 2018**
- **Staff: Certified staff**
- **Targeted Grade Level: K-4**
- **Description: During the Fall 2017 Parent/Teacher Conference Nights, Certified staff will be available to discuss interventions and to answer any questions that parents may have regarding interventions. Written information will also be posted outside each classroom for the parents to read while waiting.**

PARENT MEETING REGARDING THE SCHOOL/PARENT AND FAMILY ENGAGEMENT POLICY/PARENT FEEDBACK MEETING

- **Date: Spring 2019**
- **Staff: Certified Staff**
- **Description: A meeting will be held with several parents/grandparents/guardians to provide feedback on activities, meetings, and events that we will host at Lowell to help support student learning. We will create our School Parent and Family Engagement Policy based on this feedback from Title 1 families from various activities over the year.**

Parent Interest Survey

- Parents will be asked to fill out a survey listing the times and events that they would like to attend. They will also be able to write in their suggestions on what they would like to learn about. Data will be used at the School Parent and Family Engagement POLICY meeting to be held in Spring 2019.

PARENT TITLE 1 SURVEY

- **Date:** April 2019
- **Staff:** Certified Staff will distribute the survey to Title I parents
- **Targeted Grade Level:** K-4
- **Description:** Certified staff will send home surveys asking parents to provide feedback about our Title I program and school. Volunteer information will also be included should they be interested for year 2019-2020.

PART II: REQUIRED SHARED OPPORTUNITIES FOR HIGH ACADEMIC ACHIEVEMENT

PARENT TEACHER CONFERENCES

- **Date:** October 2018 and March 2019
- **Staff:** Classroom Teacher and other certified staff
- **Targeted Grade Level:** K-4
- **Description:** Classroom teachers will set up a conference time with their student's parents. At the student conferences, certified teachers will meet with parents to discuss progress, standards, content area and academic concerns. The Student/Parent Compact will also be reviewed with parents.

PARENT COMMUNICATION POLICY

- **Dates:** Progress reporting to parents throughout the year
- **Staff:** Certified staff
- **Targeted Grade Level:** K-4
- **Description:** Certified staff will communicate with Title I parents via phone calls, notes, and meetings to update parents on their child's progress.

PARENT VOLUNTEER OPPORTUNITIES

- Various times throughout the year
- Child's classroom and other opportunities
- **Description:** Parents are invited to come in and help out in their child's classroom, assist with field trips, help with PTO fundraisers, open houses, art projects, etc.

PART III: BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT

PARENT NEWSLETTERS

- **Date: Report card distribution dates**
- **Staff: Certified staff will distribute to the students 3 times a year to take home to parents. The newsletter, Learning Links, will be in the report card envelope.**
- **Targeted Grade Level: K-4**
- **Description: The newsletter will provide Title I families with information about our Title I programs and tips to help support their child's academic needs. It will also provide contact information should they have any questions in regards to their children's learning.**

ACTIVITIES

Student of the Month

- **Date: Monthly for the entire year**
- **Staff: Certified Staff**
- **Targeted Grade Level: 1-4**
- **Description: Students will be chosen from each class to be recognized for having the characteristics of that month's chosen theme. They will be honored in a short ceremony in front of all students and their parents with a certificate.**

Caught Being KIND Bracelets

- **Date: Spring 2019**
- **Staff: All Lowell Staff**
- **Targeted Grade Levels: K-4**
- **Description: Students who are observed doing something kind will be given a slip noting what they did which can then be turned into the office for a bracelet. The note will be posted on the wall in the main hallway in the school for others to see.**

Got'chas

- **Date: All year long**
- **Staff: All Lowell Staff**
- **Targeted Grade Levels: K-4**
- **Description:** Students will be given a Got'cha (a slip of paper) for doing something over and above

Lowell Family Christmas Extravaganza

- **Date: December 2018**
- **Staff: Certified staff**
- **Targeted Grade Level: K-4**
- **Description:** We will be hosting a Christmas Extravaganza evening. We will have a station set up for families to choose a winter themed book that will be read at the station and then taken home. We will use this opportunity to reinforce that reading at home is important for their children to further their reading and comprehension skills.

Lowell Breakfast and Books/Donuts and Dudes

Dates: January 2019

February 2019

March 2019

Staff: Certified staff

Targeted Grade Level: K-4

Description: Provide an opportunity for moms/dads and students to meet in the morning for breakfast and conversation. As they finish, they read from their child's Kiwi pack or select a book from the table containing library books. Certified teachers will be present to visit about reading strategies and reading in general about their child. An educational video will be shown about reading tips for parents with their children and a bookmark with these-possibly-what "I wish I knew from 4th grade"-possibly including math.

Lowell Family Bingo Night

- **Date: January 2019**
- **Staff: Certified Staff**
- **Targeted Grade Level: K-4**
- **Description:** Families will have the opportunity to attend a school wide Bingo night where all staff will be available to the parents for any questions or concerns as well as having the opportunity to play bingo with their families. Prizes, including books, food and beverages will be available during the evening.

Lowell Elementary School

This Lowell Elementary School Parent and Family Engagement Policy has been developed jointly with, and agreed on with, parents/grandparents/guardians of Lowell Elementary children participating in programs, as evidenced by meeting minutes.

The Parent Involvement Plan was developed by Lowell Elementary School and will be in effect from the period of 2018-2019 school year. Lowell's Parent & Family Engagement Policy is available on the Lowell website and will be available at Parent/Teacher conferences and at any other events held during the school year.

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