



Mary Giella Elementary

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Family Involvement Plan 2016-2017

Families, teachers and staff at Mary Giella Elementary School have jointly developed and written this family and community engagement plan. This plan establishes the expectations for family and community involvement with Mary Giella Elementary School, a Title I School.

Annually, Mary Giella Elementary School will convene a meeting to which families are invited. At this meeting, the principal and staff will inform the families of the following:

- Explain MGES's participation in Title I
- Explain the requirements of Title I
- Explain the rights of parents/guardians to be involved in the school

Mary Giella Elementary School holds a number of meetings for families at flexible times for parent/guardian convenience. Meetings have been conducted where parents/guardians are involved in an organized, ongoing, and timely way in the planning improvement of the programs for family and community involvement. Some of the meetings include:

- ESOL Parent Workshops
- Parent Conferences
- Parent Workshops (Morning/Evening)
- School Advisory Council
- PTA Meeting

Mary Giella Elementary School will provide parents/guardians a description and explanation of the curriculum implemented at the school, types of academic assessments used to measure progress, and proficiency levels students are expected to get at each grade level. MGES will use the following avenues to share the information:

- Personal/Telephone Conferences
- Homework Folder/Planners
- Newsletters
- Informational Flyers

Mary Giella Elementary School will provide frequent student progress reports to parents/guardians by:

- Mid-quarter Progress Reports
- Quarterly Report Cards
- Parent/Teacher Conferences
- Personal, Telephone or Written Communication

Mary Giella Elementary School provides a regular time for families through parent conferences to meet with teachers to:

“Together we will create an environment of successful learning for everyone.”

- Formulate Suggestions
- Participate in decisions relating to the education of their children
- Respond to any suggestions as soon as possible

Mary Giella Elementary School and families have jointly developed a school-parent compact. This is a written compact that outlines:

- How parents/guardians, school staff, and students share the responsibility for improving student academic achievement
- How the school and parents/guardians will partner to help student achieve the state's high standards
- The Compact describes:
 - The school's responsibility to provide high-quality curriculum and instruction in supportive and effective learning environment that enables students to meet the State's academic and achievement standards.
 - The ways in which each parent/guardian will be responsible for supporting student learning and participating in decisions related to the education of their student(s)
 - The importance of communication between the teachers and parents/guardians on an Ongoing basis through parent/teacher conferences and quarterly progress reports.

Mary Giella Elementary School gives parents/guardians reasonable access to staff and opportunities to volunteer, participate and observe in their child's class. Families are encouraged to become active volunteers through PTA, SAC, newsletters and parent/teacher connections.

This written *Family Involvement Plan* shall be distributed to all parents/guardians of students at Mary Giella Elementary School in an understandable format and in a language that can be understood. It has been placed on the school website making it available to the local community. This plan has been periodically updated to meet the changing needs of parents/guardians and the school. (If the plan is not satisfactory to the stakeholders, comments may be submitted in writing to the school. The faculty and staff at MGES will respond to the comments and will actively work to address any concerns.)

Mary Giella Elementary School, with the assistance of families, has educated teachers, counselors, administrators, and other staff in the value of parent/guardian contributions. The staff has been trained to implement and coordinate parent programs and build ties between families and schools. Parent/guardians are also provided with surveys to give input as to programs and opportunities they would like to have available in the school.

Mary Giella Elementary School coordinates and integrates to the extent feasible and appropriate, parent involvement program and activities. This is done through newsletters, flyers and other personal or written communications.

Mary Giella Elementary School sends information relating to school and parent programs, meetings, and activities in a language that families can understand to the extent practicable. MGES provides full opportunities for migrant, limited English and /or disabled parents/guardians to participate in all school activities.

This *Family Involvement Plan* is an effort to cover the range of responsibilities and services Mary Giella Elementary School provides to the families of its students and to the community.