|  |  |  |  |
| --- | --- | --- | --- |
| **Requirements** | **Date(s)** | **Events/Activities** | **Documentation** |
| Annual Meeting to inform parents that your school is in a Title I Program | **August 23, 2018** | System-Wide Open HouseBack to School Night  | * *Wahl-Coates School of the Arts Title 1 Parent Engagement Policy*
* Sign in sheet from System-Wide Open House
* Agenda and sign-in sheet from Back to School Night
 |
| Explain how parents are involved in supporting Parent Engagement Policy and Comprehensive School Plans | **Twice a Month (TBD)****August 23, 2018****September 27, 2018****Monthly (TBD)** | SIT meetingsOpen HouseBack to School NightCaptain’s Crew Luncheon with students, parents and community memberParent Workshops | * SIT meeting agendas, minutes and sign-in sheets
* Invitations, agenda, sign-in sheets to all parent engagement activities
 |
| School’s responsibility to provide a high-quality curriculum in a supportive and effective learning environment. How do you inform parents about the PCS School-Parent Compact | **September 27, 2018** | Back to School Night | * Completed Wahl-Coates- Student/Parent/Teacher /Administrator Contracts
* Agenda and sign-in sheet from Back to School Night
* Parent Handbook
 |
| Communication between teacher and parents on an on-going basis about child’s achievement, progress reports or opportunities to volunteer. Explain your school process. | **Weekly****Daily****On-going** | Purple Communication FoldersHomework Folders (K-2)Student Planners (3-5)Alert Now SystemFacebookEmailClass Dojo (Grades 2-5) | * Weekly newsletters and informal and formal progress reports sent home by teachers
* Notices sent by teachers and administration about up-coming events and school activities
* Alert Now Log
* Copies of emails
 |
| Parent engagement training that support parents in helping their child at homeList parent workshops  | **September 27, 2018****November 2, 2018****November 15, 2018****January 17, 2019****Monthly** | Back to School NightRtA LuncheonScience Fair Parent WorkshopEOG Night/Reading NightCaptain’s Crew Luncheons | * Invitations, agendas, hand outs and sign-in sheets
 |
| Information related to school and parent programsHow does the school present information to parents in a language that they understand? | **On-going****On-going****Monthly** | Purple Communication FoldersStudent PlannersStudent HandbooksParents WorkshopsHome-School Connection | * Weekly newsletters and informal and informal progress reports sent home by teachers
* Notices sent by teachers and administration about up-coming events and school activities
* Invitations sent home in English and Spanish indicating translators will be provided
* Examples of newsletters provided in English and Spanish
 |
| **Parent Communication:**Explain how the schools enhance the home-school relationship and keeping them informed about school activities. | **Weekly****Daily****Monthly****On-going** | Purple Communication FoldersHomework Folders (K-2)Student Planners (3-5)Home-School ConnectionAlert Now SystemEmails, FacebookClass Dojo (Grades 2-5) | * Weekly newsletters and informal and informal progress reports sent home by teachers.
* Notices sent by teachers and administration about up-coming events and school activities
* Examples of Home-School Connection Newsletters
* Alert Now Log
* Flyers, media, and photographs
 |



Wahl-Coates School

of the Arts

Parent Engagement Plan