

# LINCOLN ELEMENTARY

BEMIDJI AREA SCHOOLS  
Family Engagement Plan  
2018-2019

## DISTRICT MISSION:

Our mission is to empower each learner to succeed in our diverse and changing world. We are committed to creating an environment where...

- Each learner will be challenged to develop to his/her full potential.
- Basic knowledge, skills and attitude are necessary for success.
- Learning is a lifelong process that enriches our lives.
- **Education is a partnership with family and community.**
- Each person will show sensitivity and respect for self and others.
- There are expectations of quality for ourselves and for others.

## PART I. SCHOOL FAMILY ENGAGEMENT PLAN REQUIRED COMPONENTS

Lincoln Elementary will develop and revise the school Family Engagement Plan jointly with parents/guardians of the school and will distribute and make the plan available to families and the local community.

Actions	Date	Person(s) Responsible
Website	May Plan Revision	Site Manager
File in Title I Binder	May Plan Revision	Title I Teachers

Lincoln Elementary will hold a Title I annual meeting, in which families are informed about their school's participation in Title I. Parents will be informed of the requirements of Title I, and the right of families to be involved in the education of their children.

Actions	Date Due	Person(s) Responsible
Parent Compacts	Fall/Spring Conferences	Classroom/Title I Teachers
Parent Advisory Council (PAC)	Spring	Title I Teachers/Title I Director
Parent Intervention Letters	Fall	Title I Teachers

Lincoln Elementary will offer a flexible number of meetings/activities, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as deemed necessary to help remove barriers to parent/guardian participation in these school activities and meetings.

<b>Actions</b>	<b>Date Due</b>	<b>Person(s) Responsible</b>
Cultural Night	Fall/Winter	Classroom/Title I Teachers/Principal
D.E.A.R. Day	March 2nd	Classroom/Title I Teachers/Principal
Math Madness	Spring	Classroom/Title I Teachers/Principal

Lincoln Elementary will involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school.

<b>Actions</b>	<b>Date Due</b>	<b>Person( s) Responsible</b>
PTO Meetings	Monthly	PTO Representatives/Parents
Parent Advisory Council (PAC)	Spring	Title I Teachers/Title I Director

Lincoln Elementary will provide families:

- ∞ timely information about the school's programs;
- ∞ 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
- ∞ if requested by families, 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.

<b>Actions</b>	<b>Date Due</b>	<b>Person(s) Responsible</b>
Title I Conference - Letters	Fall/Spring	Title I Teachers
Parent Intervention Letters	Fall/Spring	Title I Teachers
Parent Advisory Council	Spring	Title I Teachers

**PART II REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the school-level family/community engagement each school shall jointly develop with families for all children a school-family compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement.

- oo Conduct a family/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;
- oo Provide frequent reports to families on their children's progress; and
- oo Provide families with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

<b>Actions</b>	<b>Date Due</b>	<b>Person(s) Responsible</b>
Parent Compacts	Conferences Fall/Spring	Classroom/Title I Teachers

**BUILDING CAPACITY REQUIREMENTS FOR INVOLVEMENT**

Lincoln Elementary will ensure effective involvement of families/community and will support a partnership among the school, families, and the community to improve student academic achievement. The school will -

- oo provide assistance to the families as appropriate, in understanding topics such as the State's academic content and achievement standards, State and local academic assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children;
- oo provide materials and training to help families to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster family involvement;

<b>Actions</b>	<b>Date Due</b>	<b>Person(s) Responsible</b>
Conferences	Fall/Spring	Classroom Teachers
Title I Website	On going	Website Manager
Title I Parent Events	Throughout Year	Classroom/Title I Teachers/Principal

Lincoln Elementary will educate teachers, pupil services personnel, principals, and other staff, with the assistance of families, in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate family programs, and build ties between families and the school;

Actions	Date Due	Person(s) Responsible
Parent Compact	Conferences Spring/Fall	Classroom/Title I Teachers
Title I Parent Events	Throughout Year	Classroom/Title I Teachers/Principal
PAC Meeting	Spring	Title I Teachers/Title I Director
Intervention and Conference Letter	Fall/Spring	Classroom/Title I Teachers

Lincoln Elementary will, to the extent feasible and appropriate, will coordinate and integrate family involvement programs and activities with Head Start, public preschool programs and other organizations and programs with similar interests in supporting families as partners in their children's education.

Actions	Date Due	Person(s) Responsible
N/A	N/A	N/A

Lincoln Elementary will ensure that information related to school and family programs, meetings and other activities is sent to the families in a format and, to the extent practicable, in a language families can understand.

Actions	Date Due	Person(s) Responsible
Parent Compacts	Conferences Fall/Spring	Classroom Teachers
Title I Letters	Throughout Year	Title I Teachers


### **PART III ACCESSIBILITY REQUIREMENTS**

In carrying out the family involvement requirements, schools, to the extent practicable, will provide full opportunities for the participation of families with children with limited English proficiency, and families with children with disabilities, including providing information and school reports in a format and, to the extent practicable, in a language families can understand.




### **PART IV ADOPTION**

This Lincoln Elementary Family Engagement Plan has been developed jointly with, and agreed on with, families of children participating in the school's Title I program, as evidenced by meeting minutes.

The Family Engagement Plan was developed by Lincoln Elementary on May 19, 2017 and will be in effect for the period of one school year. The school will distribute this Family Engagement Plan to all families and make it available to the community on or before June 1, 2018.

  
\_\_\_\_\_  
(Principal Signature)

These families were involved with the development of this document at a meeting held by the school on the date(s) listed above.

PARENT NAME PRINTED	PARENT SIGNATURE
Karin Harrison	
Kimberly Bolte	
Darlene Riewer	



This agreement is a pledge to work together. We believe that this agreement can be fulfilled by our team effort. Together we can improve teaching and learning.

Student Agreement: I want to do my best; therefore, I will:

Fall	Spring	
		attend school regularly and on time
		be responsible for my own behavior and learning by obeying all school rules
		choose to have a positive attitude toward learning
		respect myself and others
		ask for help and ask questions when I don't understand something
		work as hard as I can to complete and return all assignments on time
		spend _____ minutes on school work each night

Some ideas:

\*practice math facts

\*read to myself or someone else

\*complete assignments

\*tell my parents what I am learning in school

\*limit screen time

Student Signature - - - - -

Parent Agreement: I want my child to achieve; therefore, I will do my personal best to:

Fall	Spring	
		see that my child is well rested and attends school regularly and on time
		respect the cultural differences of all students and their families
		support Lincoln School in its effort to maintain proper discipline
		stay in contact with my child's teachers about his/her progress

		respond to communications that are sent home
		praise and encourage my child for his/her effort
		limit screen time and help encourage my child with schoolwork each night

Some ideas:

- \*provide opportunities for learning
- \*read to your child or listen to your child read
- \*talk to your child about school

- \*help with assignments
- \*help with his/her studies
- \*practice math facts

Parent Signature - - - - -

Teacher Agreement: It is important that the students achieve; therefore, I will do my personal best to:

- oo provide high quality instruction to meet the state academic standards
- oo provide a safe and caring environment where your child will be responsible for his/her own behavior and learning
- oo respect the cultural differences of all students and their families
- oo be available to conference with you as needed, and keep you informed of your child's progress on a regular basis
- oo vary techniques, materials, and pace of instruction to meet the educational needs of your child
- oo provide necessary assistance to you so your child can be a successful learner
- oo praise and encourage your child's efforts

Teacher Signature: - - - - -



As the Lincoln School Principal, I will reinforce the partnerships between parents, students, and staff to foster and maintain high standards of academic achievements and behavior.

Principal Signature - - - - -



## Bemidji Area Schools/Lincoln Elementary

### Survey for Parents Regarding the Effectiveness of the Parent Involvement Plan

The Bemidji School District provides a variety of activities, services, and resources for the parents of its students through the School-wide programs. We are interested in knowing whether you have used these resources, and whether or not you feel they are effective in helping you increase your involvement in the schools and in your ability to work with your child.

Please check "Yes," "No," or "NIA" (does not apply) to indicate whether or not you have used or participated in any of the following. If you check "yes", please indicate the item's effectiveness on a scale of 1 to 5, with 1 being the least effective and 5 being the most effective. Thank you for taking a few minutes to complete this survey!

Activity, Resource, or Service	Participated?			Rating					Comments
	Yes	No	NIA	Least Effectiv				Most Effectiv	
				1	2	3	4	5	
Fall Orientation Day									
DEAR Day: Drop Everything And Read									
Scholastic Book Fair									
Math Madness Day									
Cultural Family Night									
Parent/Teacher Conferences									
Lincoln Parent Involvement Monthly School Newsletters									
	Participated?			Rating					
				Least				Most	

Activity, Resource, or Service	Yes	No	NIA	Effective					Comments
				1	2	3	4	5	
Lincoln School Website									
Volunteering Opportunities									
School District Website									
Bemidji After School Learning Community (a.k.a. 21st Century)									
On-line Student Grade Access Family Access									
Indian Education Home-School Liaison Program									
Parent/Student Compact Form: Signed at parent conferences (see attached) * The attached form is just a sample. You signed the actual form at conferences! No need to return the sample form!									

Thank you for completing the survey. Your comments are important to us as we attempt to improve the services we offer parents in our school district!

Please return this survey to your child's classroom teacher at your earliest convenience. Your help is much appreciated!