Elementary Literacy Academy (ELA) Family Engagement Plan has three objectives:

1. To increase the engagement of families in order to improve students’ academic and post-secondary outcomes;
2. To ensure that families feel supported and a sense of belonging at KIPP Delta ELA in order to increase the likelihood that they will engage in meaningful and productive ways on behalf of their students; and,
3. To improve outcomes for students by building a school community that is reflective of our students and their needs, including, but not limited to, partnerships with community service agencies, medical professionals, supplementary educational organizations, etc.

KIPP Delta ELA will do this by supporting high quality communication; increasing our staff’s capacity to engage parents; and, increasing parent knowledge and comfort with challenging academic standards.

I. Communication
KIPP Delta ELA provides our teachers, student-facing staff, and leaders with school-issued technology, including phones and laptop computers. We ask them to be available from 7:30 am to 7:00pm to answer questions and respond to student and family needs.

Teachers are expected to use their phones to communicate regularly about student academic performance or behavior that positively or negatively impacts their performance or a classmate’s performance.

KIPP Delta ELA will share a draft of the Parent and Family Engagement Plan with the Parent Family Engagement Committee to allow feedback and apply revisions as needed.
Weekly:
KIPP Delta ELA teachers will send home a report of a student’s current grade in each of their classes and a report of student behavior that positively or negatively impacts academic performance. During periods of blended or virtual learning, this report will be replaced by weekly telephone check-ins from the student’s home room teacher.

Quarterly:
KIPP Delta ELA will provide information regarding academic progress, including a student’s current reading level, to families through in-person or virtual parent-teacher conferences and report card nights. In addition to receiving the student’s grades for that quarter, parents are given a measurement of how a student is reading compared to current grade level and on interim tests given at the school.

This is designed to facilitate conversations between families and the school about how a student is performing compared to grade-level expectations. Keeping families informed about their students’ progress will also strengthen the partnership between teacher and parent to ensure the student is progressing appropriately. This information will be mailed home in addition to being shared at report card nights.

On an as-needed basis:
KIPP Delta ELA will use SchoolMessenger and Facebook to communicate important messages to our families about upcoming events, news and important dates. Information may also be communicated via mail, email and by sending letters home with students.

II. Increase teacher, staff, and leader capacity to engage families
At the start of the year:
At the start of the school year, KIPP Delta will provide training and support to student-facing staff on phoning families via professional reading and professional development used to practice learning using *Phoning Parents: High-leverage moves to transform your classroom* (Goldstein, 2013).

KIPP Delta ELA will identify a committee of parents who can provide ongoing feedback on KIPP Delta ELA’s ability to support parents in reaching the three goals. KIPP Delta ELA will use their feedback to assess and update our family engagement plans at our scheduled progress monitoring meetings.

KIPP Delta ELA will form a Parent Teacher Organization (PTO) to foster parental and community involvement within the school.
Quarterly:
KIPP Delta ELA staff will meet with parents to discuss successes and areas for improvement in supporting parents to successfully navigate the state’s challenging academic standards; state and local assessments; the requirements of Title I; and how to monitor their children’s progress and improve their achievement. This feedback will be given to schools’ PTO, who will function as the parent involvement committee, in order to facilitate improvement in our parent engagement.

Ongoing:
KIPP Delta ELA will partner with experts in family counseling to help schools identify strategies to support parents, including to support students in hybrid or virtual learning environments.

KIPP Delta ELA will use ongoing professional development to continue to develop teacher and leader skills in culturally competent communication with families and will provide resources to schools seeking to increase teacher efficacy in communication.

III. Provide greater access to families to support their students by funding parent learning that helps parents navigate the state’s challenging academic standards; state and local academic assessments; the requirements of Title I; and how to monitor their children’s progress and improve their achievement

At the start of the year:
KIPP Delta ELA will set aside at least 1% of Title I funds for parent and family engagement activities.

Given the virtual and hybrid learning environments, KIPP Delta ELA will hold parent learning sessions to make families comfortable navigating our learning management systems and technology. These sessions will also cover how to coach children through challenging learning topics.

Quarter 1
KIPP Delta will hold parent literacy training for parents of lower elementary students that supports parents in building their capacity to support reading at home. This training will also focus on fostering healthy living habits (sleep, eating, family activities) that contribute to the likelihood of student academic success.
KIPP Delta ELA will host an Attendance Workshop/Training to educate parents on the importance of attendance and the effects of chronic absenteeism using *Attendance Works* resources.

KIPP Delta ELA will host in-person or virtual report card nights and award ceremonies. KIPP Delta ELA will meet quarterly with members of the Parent-Teacher Organization and Parent and Family Engagement committee to assess and plan events for the quarter.

**Quarter 2**
KIPP Delta ELA will host in-person or virtual report card nights and award ceremonies. KIPP Delta ELA will host a Fall Family Lunch and culturally relevant books will be provided to families to encourage reading in the home. KIPP Delta ELA will host a Family Holiday Celebration. KIPP Delta ELA will host a Family Health and Wellness Workshop. KIPP Delta ELA will meet quarterly with members of the Parent-Teacher Organization and Parent and Family Engagement committee to assess and plan events for the quarter.

**Quarter 3**
KIPP Delta ELA will host in-person or virtual report card nights and award ceremonies. KIPP Delta ELA will meet quarterly with members of the Parent-Teacher Organization and Parent and Family Engagement committee to assess and plan events for the quarter. KIPP Delta ELA will host a Family Workshop that will engage students and family through arts and play.

**Annually:**
KIPP Delta ELA will survey parents annually. This survey will include questions to identify barriers to parent and family engagement. KIPP Delta will invite parents to provide feedback on evaluation procedures and to review the data collected during evaluations.

KIPP Delta ELA plans to host an Annual Title I meeting in-person for parents during the second quarter of the school year. Considering safety, the meeting may be changed to a virtual platform. KIPP Delta ELA parents are informed of Title I requirements, KIPP ELA’s participation in meeting those requirements and parent rights under the Title I program.
Ongoing:
Host events to engage families as suggested by the Parent-Teacher Organization.

Evaluation
We will evaluate our success in engaging parents by using the TNTP Family Insights survey. We aim to have an increase in our 2018-2019 Family Survey results. Our goal is to have an elementary satisfaction survey rating of 90%.