

School Name:Early Learning Center				Year:18-19		
				Staff Name: J Landry		
School Parent and Family Engagement School Liasion				Charlotte Chataignier		
Parent Represenative for Parent Advisory Council				Amanda Douet, Latashia Jackson		
Parent Represenative for Parent Advisory Council				Chelsy Taylor, Hali Vaughn		
Parent Represenative on Leadership Team				Wanda Johnson		
	Title of Parent and Family Engagement Workshop/Meeting	Description (Brief)	Date	Staff Responsible	Materials Needed	Required Documentation
Required	Open House/Orientation	Overview	8/13/18	Adm, prof K and first	door prizes (school provides)	Flyer, Agenda, Sign in, Evaluation
Required	Annual Title I Meeting	invite all parents	8/29/18	landry, johnson, staff	secured	Flyer, Agenda, Sign in, Evaluation
Required	Fall Family Engagement Activity	math/ela	9/26/18	johnson denise, landry	ELA/Math Board games	Flyer, Agenda, Sign in, Evaluation
Required	Spring Family Engagement Activity	Tech/Stem family	1/24/19	missy, angie, johnson	Airplane Kits/Earbuds	Flyer, Agenda, Sign in, Evaluation
Required	School Improvement Forum/Annual Evaluation	eval	4/24/19	PTO with faculty/staff	school will provide	Flyer, Agenda, Sign in, Evaluation
Additional Required Parental Involvement Documents (Insert as needed)						
PTC		Oct. 18	March 21	all professionals		Flyer, Sign in, Jcall
Document	How/When were parents involved in the process		Distribution Dates	How will parents be involved in the Evaluation process?	Required Documentation	
School Parent and Family Engagement Policy	PTO meets 4x a year	community meet	every 9 weeks	survey	Policy, Agendas/Sign in sheets for meetings in which parents reviewed/created (beginning of year) and evaluated (end of year) policy,	
School-Parent Compact	per class	information	8/27/18	school meetings	Policy, Agendas/Sign in sheets for meetings in which parents reviewed/created (beginning of year) and evaluated (end of year) policy,	
School and Family Engagement Budget	PTO meets 4x a year	comm. leadership	every 9 weeks	overview of all activities	Budget, Agendas/Sign in sheets for meetings in which parents reviewed/created (beginning of year) and evaluated (end of year) policy,	