



Harambee Elementary School Parent and Family Engagement Plan

School Year: 2023-2024

Harambee Elementary School is committed to the goal of providing quality education for every child in this district. We want to establish partnerships with parents and with the community. Everyone gains if school and homework together to support high achievement of our children. We can't do this job alone. Parents and families play an extremely important role as children's first teachers. Their support for their children and for the school is critical to their children's success at every step along the way.

Part I. Description of how the District and School will Implement Required Components

1. Harambee Elementary School will engage parents and families who have Title I students in developing/revising the district and school policy.
2. Harambee Elementary School will convene an annual meeting, at a convenient time, when the parents and family members of participating children are available to attend. The Title I annual meeting will inform parents/families about the Title I program, explain the requirements of parent and family engagement and the rights and responsibilities of the parents to be involved.

The Harambee Elementary School annual meeting will be held on September 21, 2023 at 5:30 p.m. in the Harambee Media Center.

3. Harambee Elementary School will offer flexible meeting times during morning, during the school day, evening or weekends and may provide transportation, childcare or home visits.

Throughout of the course of the school year we will offer three family nights in the evening (9/21/23, 12/14/23, and 4/18/23) as well as at least two Family Events that occur during the school day (2/5/23 and 6/18/23). We will also offer evening conferences (10/17/23 and 3/27/23) and daytime conferences (10/18/23 and 3/28/23). For all of our events we will inform families that transportation is available if needed. We will also make our staff available to meet with families at other times if the dates and times listed above do not work. We will use funding for home visits and/or internal coverage within our building when these requests are made.

4. Harambee Elementary School will involve parents/families in the planning and review of the school improvement plan and the joint development of the schoolwide plan when applicable. If the schoolwide plan is not satisfactory to the parents, submit comments on the plan when submitted to the district. [Section 1114(b)]

5. Harambee Elementary School will provide assistance to parents/families of Title students:
 - a. Timely information about programs offered to engage in their child’s education.
 - b. An explanation of the curriculum, state and local academic assessments including alternate assessments, and the achievement levels of the state academic standards.
 - c. If parents/families request, opportunities for regular meetings to hear their suggestions and participate in decisions related to their child’s education.
 - d. List (see table below) parent and family engagement activities that will support families in helping their children meet academic standards. Examples of such activities are conferences, workshops, Tech night, curriculum night/event, math and reading night/events. (Please budget all PFE funds allocated to school)

Parent and Family Engagement Event/Activity	Date of Event	Transportation Estimate	Supplies Estimate	Food Estimate	Contracted Services Estimate	Other
December Family Curriculum Night - Literacy	12/14/23			\$576		
Harambee Celebrates National African American Parent Involvement Day	2/25/24		\$253.77			
Read Across America Month - family story writing	March		\$400			
April Family Curriculum Night - Math	4/18/23		\$250			
Juneteenth Celebration	6/18/23		\$322			

A note about family curriculum nights - All family nights during the 2023-2024 school year will be run as an open house. Families will be invited into the building anytime during the event so that they are able to pick a timeframe that works best for their schedule. Prior to the evening, teachers will work with students to prepare an activity centered around the learning that is currently happening in class and supports our building literacy or math goal in our School Improvement Plan. During the Family Curriculum Nights students will be able to take their families to see their classroom and lead their

families through the activity. Teachers will have information to share about how families can practice a similar activity at home to support their students' learning. They will also share how the activity ties into larger learning goals and overall student success.

During our Read Across America Month - family story writing, the whole school will work through the writing process with the goal of writing a story with their family. Teachers will work with students around the writing process, and materials and communication will be sent home to families. Packets of supplies (blank books, colored pencils, writing utensils, ...) will be sent home with each student so that they can work with their families to write their own story. Families will be able to write in English or in their home language. At the end of the month, families will be invited in to share their stories and celebrate their hard work. This event is building off the success of a previous writing contest that was held at Harambee last year. We had incredibly high participation in the event and received feedback from families and students that they enjoyed being able to write creatively and share a story that was important to them.

Part II. Description of the Shared Responsibilities for High Student Academic Achievement

Harambee Elementary School will jointly develop with Title I parents/families a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement to meet the State academic standards. The compact should:

1. Describe the curriculum and instruction that help their student meet the state standards, identify where their child is performing and discuss ways the parent can support their child's education at home and at school.
2. Talk about the importance of the teachers and parents communicating on an ongoing basis at a minimum:
 - a. Conduct a parent-teacher conference in elementary schools, at least annually, during which time the compact is discussed as it relates to the individual child.
 - b. Provide frequent reports to parents on their children's progress.
 - c. Provide information on how parents can contact staff and staff can best contact parents, opportunities to volunteer and participate in their child's class, and observation of classroom activities.
 - d. Make sure that two-way meaningful communication between family members and school staff is addressed and when at all possible, is in a language the parents and family members can understand.

Part III. Accessibility

Harambee Elementary School will meet the requirements of parent and family engagement of Title I, to the extent practicable; we will provide full opportunities for the participation of parents/families with children with limited English proficiency, parents/families with children with disabilities, and parents/families of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents/families can understand.

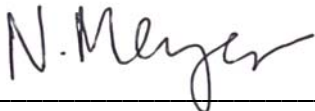
We will offer all documents to be translated or information to be shared verbally in a family's home language. We will also offer translation services at all school events if needed.

Part IV. Adoption

The Harambee Elementary School Parent and Family Engagement Plan has been developed jointly with, and agreed on with, parents and family members of children participating in Title I programs, as evidenced by meeting minutes and sign-in sheets.

On August 18, 2023 the Harambee Elementary School Parent and Family Engagement Plan will be in effect for the period of the school year.

Harambee Elementary School will distribute this plan to all parents and family members of participating Title I children and make it available to the community.



(Signature of Title I Authorized Representative)

August 18, 2023

(Date)

List of Parents involved in the development of this document.

Name	Email address
Christa Knudsen	christa.knudsen@gmail.com
Alison Phillips	phil0247@umn.edu
Zada McCray	zada.mccray@isd623.org