Evergreen Elementary School Parent and Family Engagement Plan

2025-2026

Evergreen Elementary School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if Evergreen Elementary School and home work together to promote high achievement by our children. Neither home nor Evergreen Elementary School can do the job alone. Parents play an extremely important role as children's first teachers. Support for their children and for the school is critical to children's success at every step along the way.

Evergreen Elementary School recognizes that some students may need the extra assistance available through the Title I program to reach the state's high academic standards. Evergreen Elementary School intends to include parents in all aspects of the school's Title I program. The goal is a school-home partnership that will help all students to succeed.

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN **REQUIRED** COMPONENTS

A. Evergreen Elementary School will jointly develop/revise with parents the school Parent and Family Engagement Plan and distribute it to parents of participating children and make available the Parent and Family Engagement Plan to the local community.
   PFE development/revision meeting:
   Date of meeting: 10/20/25
   Time of meeting: 9-9:30 and 3:15-3:45
   Place of meeting: Evergreen Title room
   Participants invited to meeting: Families of students in program
   When will the meeting invitations be sent: 10/9/25
   How will the completed PFE be distributed to parents (2 ways): In parentvue through the parent newsletter and on the website.
   How will the completed PFE be made available to community: Posted on website
   (Meeting can be combined with compact meeting)

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
   Participation meeting (can be combined with content night)
   Date of meeting: 10/20/25
   Time of meeting: 9-9:30 and 3:15-3:45
   Place of meeting: Evergreen Title room
   Participants invited to meeting: Families of students in program
   When will the meeting invitations be sent: 10/9/25

C. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, childcare, or home visits, as such services related to Parent and Family Engagement.
   Alternative meeting dates/times for PFE and participation meeting(s):
   Funds used for:
   Transportation: Yes No x Amount:

Childcare: Yes No x Amount:

Home Visits: Yes No x Amount:

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, Title I/LAP under Section 1114, and the process of the school review and improvement under Section 1116.

School Plan Meeting (end of year-CNA and program review)

Date: June 2025

Time of meeting: 8-8:30, 3:15-3:45

Place of meeting: Evergreen Title Room

Participants invited to meeting: Admin, Title and LAP Specialists, Parents/Guardians

When will the meeting invitation be sent: At least a week and a half before the meeting.

E. Provide parents of participating children—

1. Timely information about programs under this part.
2. 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.
3. If requested by parents, 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.

Date and how you sent program information to parents:

Provide description/explanation of curriculum information sent:

Curricula used within the program are included on the compact sent home in the Fall or when students qualify. Specific student curriculum placement is included on the mandatory progress reports sent twice a year as well as monthly progress reports. Monthly progress report dates vary by grade level.

Provide description of progress monitoring information sent:

Progress reports will be sent home with report cards in February and June. Progress reports will explain student progress in relation to grade-level benchmarks (STAR CBM, STAR Reading/SEL). Monthly progress reports will be sent home describing student progress towards Star CBM progress monitoring goals.

Provide exit criteria information sent:

Exit criteria is included on the compact which is sent home in the Fall or when students qualify. Exit criteria is also provided on the Title 1/LAP road map and FAQ page sent home with each student when they qualify.

Provide process of parents to request regular meetings information sent:

Monthly progress reports will provide information on how to contact the department for meeting requests. Information will also be available in the Parent/Guardian Right to Be Informed brochure sent home upon qualification into the program. Meeting request information is also included on the compact sent home in the Fall or upon qualification.

F. If Title I/LAP program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.

List process of how to address parents' concerns with the PFE.

Parents can share their concerns during our scheduled meeting. Comments of anything not satisfactory will be added at the end. Those comments will be brought up with the principal. A decision will be made how to alter the PFE based on these comments.

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

As a component of the school-level Parent and Family Engagement Plan, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

Compact development/revision meeting:
Date of meeting: 10/20/25
Time of meeting: 9-9:30 and 3:15-3:45
Place of meeting: Evergreen Title room
Participants invited to meeting: Title and LAP Specialists, Parents/Guardians
When will the meeting invitations be sent: 10/9/25
How will the completed compact be distributed to parents: It will be sent home to each student upon completion in the Fall and upon qualification for the remainder of the year.
(Can be combined with PFE meeting)

-Conduct a parent/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.

Parent/Teacher Conferences:
Dates of meetings: October 2025, and April 2026
Times of meetings: Various times during conference week when scheduled with the homeroom teacher.
Place of meetings: Student's homeroom

-Provide frequent reports to parents on their child's progress.

Progress Reports:
Dates sent out: Mandatory: February 2026 and June 2026. Informal progress reports sent on a monthly basis, specific date dependent on grade level.

-Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

Parent Volunteer:
Process: Parents may follow the district's background check process for volunteering in their child's class. For observation of classroom activities parents may reach out to the Title I/LAP specialist to set up times.
Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.
Two-way communication (options-check all that apply):
_x_Phone calls:
_x_Emails:
___Texting:

_x_Scheduled and unscheduled visits:
_x__Reader Board:
___Newsletters:
___Website
__x_Other: Monthly progress reports, conferences
__**x**_ Languages provided (please list): English, Russian, and Spanish when requested/possible

BUILDING **CAPACITY** FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

1) Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.

CCSS Information
Date information provided: October 2024 and April 2025
How information was provided: via teachers at conferences

2) Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).

Literacy/Math/Technology Information
Date information/training provided: During family nights, on monthly progress reports, weekly/monthly depending on return rate of take home reading.
How information was disseminated to parents: In-person, through participation materials during family nights, in paper copies of progress reports, in take home materials, via email.
Information on supporting readers at home: shared reading experiences, phonological awareness, learning letter names and sounds, leveled readers.
Information on supporting mathematics at home:Classroom teachers will provide information during their fall and spring conferences.
Example of materials provided: Take home reading packets, examples of student work.

3) Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parent and their communities to increase academic achievement.

Date training provided: on-going
Participants: Families, teachers, staff, administration
Training provided: information will be shared during staff meetings, conferences, and family engagement activities
Example of materials provided: Examples of how families can be involved and research-based evidence of importance of involvement.

4) Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.

Coordinated Activities:

Kinder Orientation
Date of activity: June 2026, Fall 2026
Time of activity: 5:30-6:30
Place of activity: Evergreen
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
K transition

Penguin Pals
Date of activity: 1/28/26
Time of activity: 5:30-7
Place of activity: Evergreen
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
Whole school family event

Creature Creations
Date of activity: 3/25/26
Time of activity: 5:30-7
Place of activity: Evergreen
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
Whole school family event

Take Home Reading
Date of activity: November 2025-May2026
Time of activity: n/a
Place of activity: n/a
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
Take home books for 2nd-5th graders

Adventure Packs
Date of activity: January -May 2026
Time of activity: n/a
Place of activity: n/a
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
At home materials for K and 1st families

Teach Your Child to Read Library
Date of activity: January-May 2026
Time of activity: n/a
Place of activity: n/a
Type of activity: (i.e. pre-school to K transition, elementary to middle school, middle school to high school)
At home materials for K and 1st families

5) Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

Multi-lingual Communication:

__x__When practical, documents are sent in English and Spanish and Russian

__x__Parents rights document is posted in English and Spanish and Russian

___Robocalls are sent out in English and _____

__x__Interpreters are provided when needed

The following are allowable activities:

6) May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.

May Involve Parents:

Dates of meeting:

Times of meeting:

Place of meeting:

Example of training provided:

7) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.

Literacy Training Funds:

Cost of training:

Date of training:

Time of training:

Place of training:

Example of training provided:

8) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.

PFE Costs:

Cost of transportation:

Cost of childcare:

Date of activity:

Time of activity:

Place of activity:

Example of training provided:

9) May train parents to enhance the involvement of other parents.

Literacy Training Funds:

Cost of training:

Date of training:
Time of training:
Place of training:
Example of training provided:

10) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize Parent and Family Engagement and participation.

School Meetings/Home Conferences:
Date of meeting/conference:
Time of meeting/conference:
Place of meeting/conference:
Meeting Focus:

11) May adopt and implement model approaches to improving Parent and Family Engagement.

Model Approaches for improvement:
Description of Model:
Date of adoption and implementation

12) May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.

District Parent Advisory Council:
Date of meeting to establish council:
Time of meeting to establish council:
Place of meeting:
Participants invited to meeting:
When will the meeting invitations be sent:

13) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.

Roles for community-based organizations/businesses in PFE activities:
Date of activity:
Time of activity:
Place of activity:
Participants invited to activity:

PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school

reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

PART IV-ADOPTION – This Evergreen Elementary School Parent and Family Engagement Plan have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Plan were developed/revised by Evergreen Elementary School on 10/20/25 and will be in effect for the period of 2025/2026. The school will distribute these Parent and Family Engagement Plan to all parents of participating Title I children and make it available to the community on or before 11/4/25.

Signature of Title I/LAP Principal

10/21/2025
Date