



2017-18 Family Engagement Plan

Our lively learning atmosphere is nestled in a residential neighborhood on St. Paul’s West Side. Riverview’s two-way Spanish-English immersion program prepares both native English and native Spanish speakers to be fluent in reading, writing, listening and speaking, in both languages by the end of fifth grade.

The Family Engagement Plan (FEP) is organized into four impact areas. We will be working together this year to build positive and goal-oriented relationships in each area. Families and staff at school developed this plan together.

**Welcoming Environment**

<p><b>Our school has staff member(s) available for families to discuss this plan and ask questions</b></p>	<ul style="list-style-type: none"> <li>● <b>Principal:</b> Nancy Páez</li> <li>● <b>Family Liaison:</b> Rachel Carpenter</li> </ul>
<p><b>Our school communicates with families in many ways.</b></p>	<ul style="list-style-type: none"> <li>● All teachers send home a folder every Thursday with student work and important communications. They proactively call families as needed with positive encouragement and concerns. All teachers send classroom newsletters frequently containing important information for families. Teachers also use SeeSaw to provide updates and information.</li> <li>● A school wide monthly newsletter containing significant information for families is sent home in both English and Spanish in the Thursday folder.</li> <li>● Our school website, riverview.spps.org, and our parent bulletin board (located in the office) contain copies of all essential communications for families. Families may also access their child’s classroom webpage via the school website.</li> <li>● The family liaison makes “all calls” to families for imperative communications (testing days, school cancellations, family events, site council meetings, etc). A weekly call informing parents of events happens on Mondays, and texts are sent informing families of important events.</li> <li>● Families are encouraged to visit our social media pages.</li> <li>● When families call, email, or send a note, we do our best to respond within 24 hours.</li> </ul>
<p><b>The achievement gap, or rather the “opportunity gap,” between students of color and white students in Saint Paul Public Schools is unacceptable. Our school is working to change practices and systems by identifying the barriers</b></p>	<ul style="list-style-type: none"> <li>● <b>For more about our work on racial equity, contact: Nancy Paez, Principal; Rachel Carpenter, Family Liaison; (651) 293-8665. Additional resources: EDL site leader, ELL department, TAs and EAs, Content Coaches.</b></li> </ul>

<p>that make it harder for students of color to succeed and for their families to support their learning.</p>	
<p>Transitions between schools can be challenging, and we work to help families as their children start and leave our school.</p>	<p><b>For new students and families, we support the transition by:</b></p> <ul style="list-style-type: none"> <li>● Holding an open house and a Meet Your Teacher night at the beginning of the year. Families are welcomed into the school to meet with staff and familiarize themselves with the building and school community.</li> <li>● Students who come to the school mid-year are welcomed by various staff members. Families are encouraged to make a classroom visit. They are met by the principal, social worker, school nurse and classroom teacher.</li> <li>● In January, we hold an open house for prospective families. A question and answer session is conducted with a special focus on Pre-K and our Dual Immersion program.</li> <li>● Our Pre-K parent educator works with the district and families to transition prospective students into our pre-K program.</li> <li>● A Pre-K and Kindergarten Round Up is held in the spring for families to meet teachers, tour the school and hand in important documentation.</li> <li>● Transition to 6<sup>th</sup> grade – happens in May and June for our 5<sup>th</sup> graders and families.</li> </ul> <p><b>For students and families moving to the next school in their pathway, we support the transition by:</b></p> <ul style="list-style-type: none"> <li>● Providing a positive time of closure for the students as they leave the school and fostering a positive relationship with their new school.</li> </ul>

<p style="text-align: center;"><b>Family Partnerships</b></p>	
<p><b>Our school-parent compact establishes the shared responsibility for student success between the school, families, and students. Families and teachers work together to develop the compact.</b></p>	<ul style="list-style-type: none"> <li>● <b>Copies of the school-parent compact are available:</b> Parents will receive the school-parent compact at fall conferences, and teachers will expand on its contents. For parents who do not attend conferences, a copy of the compact will be sent home in the Thursday folder. In addition, a copy of the compact can be found on the school’s website <a href="http://riverview.spps.org">riverview.spps.org</a>.</li> <li>● <b>The compact will be updated:</b> Spring 2018</li> </ul>
<p><b>There are many opportunities for families to build connections to the school and to each other.</b></p>	<ul style="list-style-type: none"> <li>● <b>Title I Annual Meeting where we will share information about school programs Fall 2017</b></li> <li>● Family Nights, Monthly Site Council Meetings, Meet Your Teacher Night, Open House, Cinco de Mayo Celebration and</li> </ul>

	<p>Parade, Parent Academy, Academic All Stars Assemblies, Volunteer Opportunities (tutoring, library, field trips, one time projects, etc), Math and Literacy Nights, Fundraising opportunities, School Assemblies and Celebrations</p> <ul style="list-style-type: none"> <li>● <b>National African American Parent Involvement Day (NAAPID) will be on February 8, 2017</b></li> </ul>
<p><b>We work to make these meetings and events available for every family in the school.</b></p>	<ul style="list-style-type: none"> <li>● All oral and written communications are conducted in English and Spanish. Interpreters are provided as needed for other languages during conferences and family events.</li> <li>● A beginning of the year survey is sent out to record family availability for school events and volunteer opportunities. Food is provided for meetings over meal times. Childcare and transportation are provided as needed. Meetings, conferences, and family events occur at various times of the day to accommodate all families.</li> <li>● Two events with specific outreach to ELL families are held during the year addressing their needs and desires for the educational development of their children and giving them tools to best support their children.</li> <li>● Transportation is provided to families if needed.</li> </ul>
<p><b>Our school supports families as advocates and provides opportunities for parent leadership</b></p>	<ul style="list-style-type: none"> <li>● If a parent has concerns about their child's learning, they should first bring it to the attention of their child's teacher. If the concern continues and cannot be addressed by the teacher, it may be brought to the attention of the principal.</li> <li>● Professional development addressing improved communications with families and cultural awareness will occur at different points throughout the year at our staff meetings. Professionals in the area of family communication will work with our staff.</li> <li>● Site Council meetings and a Family Engagement Plan focus group meeting will be held during the year to empower parents and collaborate in the development of our Parent-School Compact and Family Engagement Plan.</li> </ul>
<p><b>Parent Academy provides the foundation of parents' information and skills for becoming more involved in our school. Parent Academy is a six-week or two session program for families.</b></p>	<ul style="list-style-type: none"> <li>● <b>Parent Academy will be held in:</b> Spring 2018</li> </ul>

## Teaching and Learning

<p><b>Our school shares information about student achievement with families in multiple ways</b></p>	<ul style="list-style-type: none"> <li>● <b>Report Cards</b> - Report cards will be distributed and explained by classroom teachers at conferences along with a folder of student work. Progress reports will also be sent home intermittently by the classroom teacher. Should a parent not attend conferences, the report card will be sent home in the Thursday folder.</li> <li>● <b>Conferences</b> - Parent-Teacher conferences are held twice during the year-once in the fall and once in the spring. They are held during both daytime and evening hours.</li> <li>● <b>Testing</b> - The classroom teacher provides specific information on student's reading level especially if not at grade level during conferences. A letter is also sent home. For 3<sup>rd</sup> – 5<sup>th</sup> graders taking the MCAs, a chart is provided to families graphing the student's reading level next to the grade level equivalent.</li> <li>● <b>Tips for Families</b> <ol style="list-style-type: none"> <li>1. Our literacy coach holds an annual meeting focusing on how families can help their students arrive to a grade appropriate reading level.</li> <li>2. Literacy resources and practice tools are available on the Riverview website. Teachers send literacy resources that can be used at home for practice in Thursday folder.</li> <li>3. Our monthly newsletter provides tips and ideas for parents to support academics at home.</li> <li>4. Parent Academy sessions offer educational support for families.</li> </ol> </li> </ul>
<p><b>Our school will engage families in Personalized Learning as a key strategy to accelerate student achievement, as these changes come to our school</b></p>	<ul style="list-style-type: none"> <li>● Parent Portal is available</li> <li>● Every student receives an iPad to be used in school for personalized learning.</li> </ul>
<p><b>Many before- and after-school enrichment and support opportunities are available for students</b></p>	<ul style="list-style-type: none"> <li>● Extended Day Learning, Boys and Girls Club, Tutoring, Violin, Art Buddies, Discovery Club, El Rio Rec Center</li> </ul>

## Community Partnerships

<p>Our school develops community partnerships to provide additional support for students and their</p>	<ul style="list-style-type: none"> <li>● Assistance League, Travelers, Youth Frontiers, Sweet Bear Dental, EcoLab, Youth Frontier, Westside Community Group,</li> </ul>
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families	Wilder Foundation, St. Paul Schools Foundation, Climb Theater, GTCYS, MacPhail, Cherokee Bank, Taco House, Inver Hills Community College
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This plan is available as part of our school's SCIP, or School Comprehensive Improvement Plan at [scip.spps.org](http://scip.spps.org), is on our school website at [riverview.spps.org](http://riverview.spps.org), and printed copies are available in the office.