



Fresno County Office of Education Parent Services Center (PSC)



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PROPOSED STEP-BY-STEP MONTHLY PRACTICAL PARENT ENGAGEMENT ACTIVITIES FOR 2010-2011 SCHOOL YEAR

The child pulls parents and teachers together, but without the help of one another, parents and teachers pull the child apart.

-Debora Tinnin

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 3	<p>Ongoing communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Honor California Classified Staff Day</p> <ul style="list-style-type: none"> Celebrate with your staff, parents, students, parent committees and community members <p>*Continue personal phone contact on behalf of principal with your parents in home languages for school functions *Continue your weekly parent activities and programs</p> <p><i>CST/STAR testing started from April for elem & middle schools (may be applicable to your district)</i></p>	<p>Administrators Teachers Web Master NRC's Coordinator PTA or PTO Home-School Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives <i>(secondary level)</i></p>	<ul style="list-style-type: none"> Suggest <i>Summer Safety Tips</i> training for Coffee Hour Suggest <i>Summer Safety Tips</i> training for evening class <i>(for those who can't attend morning class)</i> Suggest students' performance for day of the Classified Staff Suggest parent presentation for day of the Classified Staff
Step 3	Week 4	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>end of year staff and parent recognition</i>.</p> <p>Celebrating Annual California Day of the Teacher</p> <ul style="list-style-type: none"> Celebrate with your staff, parents, students, parent committees and community members <p>*Continue personal phone contact on behalf of principal with your parents in home languages for school functions *Continue your weekly parent activities and programs</p>	<p>Administrators Teachers Web Master NRC's Coordinator PTA or PTO Home-School Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives <i>(secondary level)</i></p>	<ul style="list-style-type: none"> Suggest <i>Prepare Their Students for Summer Programs</i> for Coffee Hour Suggest <i>Prepare Their Students for Summer Programs</i> for evening class <i>(for those who can't attend morning class)</i>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 4	Week 5	<p>On-going communication between home – school – home Send home translated flyer/documents in home languages for <i>summer school programs</i> and <i>activities</i>.</p> <p>End of the year and parent recognition</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Dedicated parent recognition (<i>parent participation</i>) • Staff recognition <p>*Honor your staff and parent recognition with your parents, students, parent committees and community members</p> <p>Parent Involvement Planning and Brainstorming process</p> <p>Meeting among your <i>Site Administrators, NRC's Coordinator, Home-School Liaisons</i> and <i>Parent Facilitators</i> to evaluate your parent activities for 2009 - 2010 school year.</p> <p>*Suggest to continue <i>implementing Six Types of Parent Involvement model</i> from Dr. Joyce Epstein, John-Hopkins University at your school for 2010 - 2011 school year.</p> <p>*Continue personal phone contact on behalf of principal with your parents in home languages for future school's functions</p> <p>*Continue to use your parent phone network volunteers (<i>if applicable</i>)</p> <p><i>Could be the last week of your parent activities and programs at your site</i></p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>PTA or PTO</i> <i>Home-School Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Community Members</i> <i>Student Representatives</i> <i>(secondary level)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Prepare Their Students for Colleges (secondary level)</i> • Suggest <i>Prepare Their Students for Colleges</i> for evening class (<i>for those who can't attend morning class</i>) • Suggest student performances for parent/staff recognition day • Suggest parent presentation for recognition day <p><i>Suggest to schedule all parent classes and activities for 2010 - 2011 school year ahead of time</i></p> <p><i>Memorial Day: May 31</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>Summary of report for parent activities Compiling parent activities, participant's written inputs and sign in sheets on the following topics:</p> <ul style="list-style-type: none"> • Parent involvement program at your school site • Monthly SSC parent meetings • Monthly EL parent meetings <i>(if applicable)</i> • Monthly parent classes • Weekly parent classes • Monthly parent volunteers and parent of the month recognition • Annual parent activities • Annual parent meetings • End of the year staff and parent recognition <p>Summary of report should include</p> <ul style="list-style-type: none"> • Percentage of parents and community participation • Number of parent volunteers • Percentage of your staff participation • Numbers of community organization and business partnership and participation • Budgets and expenses <p>*Use this information for your future plan of parent involvement program *You may include this information on your school <i>newsletter</i> and <i>website</i></p>	<p><i>Administrators Teachers Web Master NRC's Coordinator PTA or PTO Home-School Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives (secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance • You may contact your school district for a sample of yearly progress report to help you develop your own report • You may contact your school district for a sample yearly progress report to help you develop your own report <p><i>Record and compile all parent involvement activities for your new school year</i></p> <p><i>Your schools may close on first or second week of June 2010</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2 and/or Week 3	<p>Planning for the FIRST DAY OF SCHOOL for 2010 - 11 school year</p> <p>Suggest celebration of THE FIRST DAY OF SCHOOL HOLIDAY</p> <ul style="list-style-type: none"> Special meeting with your administrative, parents and staff members to prepare for the <i>First Day of School Holiday</i> for upcoming school year <p>The First Day of School Holiday preparation</p> <ul style="list-style-type: none"> Develop invitation letters Develop flyers, staff one page snapshot or brochure Contact community organizations for exhibits Plan for continental breakfast Plan for guest speakers <p>*Use inputs from meeting for your preparation *Invite <i>City Mayor, City Councils</i> and their staff, <i>Fresno County</i> and <i>School District Superintendent</i> and their staff *Invite community businesses and community leaders</p> <p>*Continue personal phone contact on behalf of principal with your parents in home languages for <i>summer school programs</i></p> <p>See you in August 2010!</p>	<p><i>Administrators Teachers Web Master NRC's Coordinator PTA or PTO Home-School Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives (secondary level)</i></p>	<ul style="list-style-type: none"> Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> Visit <i>National Network of Partnership School</i> website for more information and ideas about the first day of school holiday <p><i>Period 4 ends/4th report card for primary and secondary level (may be applicable to your district)</i></p> <p><i>Your schools may close on first or second week of June 2010</i></p>

AUGUST-2010

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>FIRST WEEK OF SCHOOL <i>(may be applicable to your district)</i></p> <p>First day of school preparation</p> <p>*Start sending translated flyer in home languages to inform/invite parents to the FIRST DAY OF SCHOOL</p> <p>*Start personal phone contact on behalf of principal with your parents in home languages for upcoming school functions</p> <p>*Send home English/translated written welcome message from the principal</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>PTA or PTO</i> <i>Home-School Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Community Members</i> <i>Student Representatives</i> <i>(secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> <p><i>Your schools may open on first or week of August 2010</i></p>
<i>Step 2</i>	<i>Week 2 through Week 5</i>	<p>FIRST WEEK OF SCHOOL <i>(may be applicable to your district)</i></p> <p>Your school may celebrate the <u>FIRST DAY OF SCHOOL HOLIDAY</u></p> <p>You may involve <i>City Mayor, Fresno County Office of Education</i> and <i>District Superintendent and administrators</i>, parents, community members, businesses, and community organizations.</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Community Members</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • PSC can be your great resource <p><i>Your schools may open on second, third or fourth week of August 2010</i></p>

SEPTEMBER-2010

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/S	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>Research and Assessment Update your parent needs assessment survey, <i>if any</i>. Develop your own parent needs assessment survey.</p> <ul style="list-style-type: none"> Update/develop and translate parent needs assessment survey in home languages Send home with your student body or mail home for secondary level <p>*Continue personal phone contact on behalf of principal with your parents about available school programs</p>	<p><i>Administrators Teachers Web Master NRC's Coordinator Home-School Liaisons Parent Facilitators Parent Representatives Student Representatives (secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> Visit our website at www.fcoe.org/psc for sample parent needs assessment surveys PSC staff may be available to translate a short written translation upon request
<i>Step 2</i>	<i>Week 2</i>	<p>Update/planning yearly parent and staff activities Meeting among your <i>Site Administrators, NRC's Coordinator, Home-School Liaisons</i> and <i>Parent Facilitators</i> to update schedule of parent classes and activities.</p> <ul style="list-style-type: none"> Summarize your parent needs assessment survey Update parent phone network (<i>consult with PSC</i>) Update/develop parent volunteer programs Update schedule, or schedule weekly parent classes Develop and send home translated flyers with student and mail home for secondary level Schedule annual Title I parent meetings (<i>if applicable</i>) Schedule monthly SSC meetings Schedule monthly ELAC meetings (<i>if applicable</i>) Update/develop and send home translated quarterly or monthly home-school newsletter (<i>if applicable</i>) 	<p><i>Administrators Teachers Web Master NRC's Coordinator Home-School-Liaisons Parent Facilitators PTA or PTO Parent Representatives Parent Volunteers Student Representatives (secondary level)</i></p>	<ul style="list-style-type: none"> Visit <i>National Network of Partnership School</i> website for more ideas Suggest a Coffee Hour (<i>every Tue, Wed, Thurs and/or Friday morning</i>) Coffee Hour usually starts at 7:50 A.M. <p><i>Labor Day: Sept 6</i></p>

SEPTEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2 (Cont'd.)	<p>Update/planning yearly parent and staff activities Make sure all classes are scheduled in an appropriate day and time manner.</p> <ul style="list-style-type: none"> • Schedule parent-of-the month and parent volunteers recognition • On-going classified staff development • Schedule multicultural night • Schedule carnival • Nominate parents/community members, staff, and administrators for district-wide parent recognition <i>(if applicable)</i> • Schedule Family Literacy nights <i>(suggest Family Math, Reading and Science for a different night)</i> • Back-to-School night • Schedule parent-teacher conferences • Send home student's quarterly progress reports • Schedule end-of-the year staff and parent recognition • Schedule special event celebration • Any classes that fulfill your parent needs and comply with categorical funds • Encourage your parent to attend board meetings <i>(if applicable)</i> <p>*All Title I schools are required to implement parent involvement program (at least 1% out of Title budget should spend for)</p> <p>*Any schools with EL students are required to have an ELAC committee</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Volunteers</i> <i>Student Representatives</i> <i>(secondary level)</i></p>	<ul style="list-style-type: none"> • Contact PSC or your district's State and Federal Programs for free consultation and training on SSC and Title I • Contact PSC or your district's English Learner department for free consultation and training on ELAC • Monthly or bimonthly parent trainings usually schedule on Wednesday and/or Thursday between 4:30 PM and 6:00 PM • Monthly SSC and ELAC meeting is strongly recommended • Suggest your parents to attend Board meeting <i>(if applicable)</i> <p><i>Suggest to schedule all parent classes and activities for 2010 - 2011 school year if you haven't done it.</i></p>

SEPTEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/S	COMMENTS
Step 3	Week 3	<p>Classified staff development may begin <i>(if applicable)</i> Allow your Home-School Liaisons and/or Parent Facilitators to attend on a regular basis.</p> <p>Update/planning for communication between home – school – home</p> <ul style="list-style-type: none"> • Update or develop a personal phone contact strategies on behalf of principal with your parents in their home languages for every meeting on a regular basis • Send home translated flyers for every meeting with your student body or mail home for secondary level • Conduct home visitation strategies, <i>if needed</i> • School newsletter, bulletin board, kiosk, magazine racks, school website, one page snapshot, and etc. • Parent hot line and Tell a Parent Phone System • Update your web site <i>(if applicable)</i> • Information about available programs for parents and students • Invite parents to attend the first Coffee Hour or weekly parent meeting and SSC/ELAC meeting, if applicable • Encourage your parents to attend board meeting <i>(if applicable)</i> <p>*Weekly parent classes in the evening is recommended to begin in October</p>	<p><i>Administrators Teachers Web Master NRC's Coordinator Home-School-Liaisons Parent Facilitators PTA or PTO Parent Representatives Volunteers Student Representatives (secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Your school district should keep you informed about support staff development <i>(if applicable)</i> • Contact your school district for more detail • Information about available programs for parents and students should be translated in their home languages • Contact your school district for available translation services <i>(if applicable)</i> • Presenters and multilingual training materials maybe available upon request at PSC or at your district <p><i>1st Deficiency notice for primary grade level (may applicable to your district)</i></p>

SEPTEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 4	Week 4	<p>On-going communication between home – school – home Implementing first weekly parent activities and programs</p> <ul style="list-style-type: none"> Coffee Hour <p>*Welcome to the new school year by principal *Teachers may be introduced *Provide parent resources directory (consult with <i>Fresno County Office of Education's Parent Services Center (FCOE's PSC)</i> or contact <i>Metro Ministry Office</i> in Fresno *Keep track of your parent participation for your parent involvement record or for a special recognition <i>(if applicable)</i> *Update/conduct parent phone network volunteers <i>(consult with PSC or your school district)</i> *Update/conduct parent volunteer programs *Establish your <i>SSC</i> and <i>ELAC</i> committee during the first meeting is strongly recommended. *Encourage your parent to attend monthly board meeting <i>(if applicable)</i></p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>PTA or PTO</i> <i>Home-School Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Community Members</i> <i>Student Representatives</i> <i>(secondary level)</i></p>	<ul style="list-style-type: none"> Suggest your parents to attend Board meeting <i>(if applicable)</i> Suggest welcoming presentation from the principal for Coffee Hour EXPECTATION and GOALS of the school may be presented at this time Introduce your teachers at every meeting is beneficial for both parents & teachers Parent Partners Reading and Beyond PIQE
Step 5	Week 5	<p>Continue your weekly parent activities and programs On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and annual <i>Title I</i> parent meeting.</p> <ul style="list-style-type: none"> Coffee Hour <p>*Start using your parent phone network volunteers</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> Suggest <i>Six Types of Parent Involvement Series</i> for Coffee Hour October is a good time to start evening classes

OCTOBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 3	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening class</p> <ul style="list-style-type: none"> • SSC/ELAC <p>*Establishing SSC and/or ELAC Committees *Every school should develop their own <i>SSC/ELAC</i> and its bylaw *Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue using your parent phone network volunteers *Encourage your parents and student to participate the district-wide parent and student special event <i>(if applicable)</i> *Encourage your parents to attend board meetings <i>(if applicable)</i></p>	<p><i>NRC's Coordinator Home-School-Liaisons Parent Facilitators Parent Representatives Parent Volunteers</i></p> <p><i>Administrators Teachers Web Master NRC's Coordinator Home-School-Liaisons Parent Facilitators PTA or PTO Parent Representatives Parent Volunteers Student Representatives (secondary level)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Six Types of Parent Involvement #3</i> for Coffee Hour • Visit your district website for a sample <i>bylaw</i> • <i>SSC</i> and <i>ELAC</i> training for evening • Contact your <i>EL Dept.</i> for <i>SSC</i> consultation and trainings <p><i>1st report period for secondary levels (may be applicable to your district)</i></p> <p><i>Period 1 ends for primary grade levels (may be applicable to your district)</i></p>
Step 3	Week 4	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Evening Class</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>*Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator Home-School-Liaisons Parent Facilitators Parent Representatives Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>District's Policies</i> for Coffee Hour <p><i>1st report card for primary grade levels (may be applicable to your district)</i></p>

OCTOBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 4	Week 5	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>1st Parent Volunteer/Parent of the Month Recognition</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening class</p> <ul style="list-style-type: none"> • District's Policies <p>*Personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Encourage your parents to attend district-wide annual parent activities <i>(if applicable)</i> *Encourage your parent representatives to participate in <i>PTA</i> or <i>PTO</i>, and etc.</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>How to Help Your Child With Homework</i> for Coffee Hour • Suggest <i>District's Policies</i> for evening class <i>(for those who can't attend morning class)</i> <p><i>1st report card for primary grade levels (may be applicable to your district)</i></p> <p><i>Update your monthly school newsletter, home-school connection, school district newsletter or PSC newsletter (if applicable)</i></p>

NOVEMBER-2010

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/S	COMMENTS
Step 1	Week 1	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Update your school information</p> <ul style="list-style-type: none"> School newsletter, home-school connection, school district newsletter or PSC newsletter (<i>if applicable</i>) Inform parents about your school available programs for parents and students at your school Update monthly board meeting (<i>if applicable</i>) Update district-wide parent committee meetings Update your web site (<i>if applicable</i>) <p>Evening Class</p> <p>Monthly parent activities and programs</p> <ul style="list-style-type: none"> 1st parent volunteer recognition 1st parent-of-the month recognition <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting (<i>if applicable</i>)</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> Contact PSC or your school district for free consultation and assistance, <i>if any</i> Suggest <i>California School Standards</i> for Coffee Hour Suggest <i>Pot Luck</i> for parent recognition day Principal and school personnel <i>CHAT</i> with parents Suggest your parents to attend Board meeting (<i>if applicable</i>) <p><i>CAHSEE testing (may be applicable to your district)</i></p>

NOVEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour, Thanksgiving Celebration, and Annual Family Reading Night.</i></p> <ul style="list-style-type: none"> Coffee Hour <p>Evening Class On-going monthly SSC and ELAC meetings</p> <ul style="list-style-type: none"> Monthly SSC parent meeting Monthly ELAC parent meeting <i>(if applicable)</i> <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator Home-School-Liaisons Parent Facilitators Parent Representatives Parent Volunteers</i></p> <p><i>Administrators Teachers Web Master NRC's Coordinator Home-School-Liaisons Parent Facilitators PTA or PTO Parent Representatives Parent Volunteers Student Representatives (secondary level)</i></p>	<ul style="list-style-type: none"> Suggest Power School <i>(if applicable)</i> for Coffee Hour Suggest SSC/ELAC parent training during your SSC/ELAC meeting <p><i>Veteran's Day: Nov 11</i></p>

NOVEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 3	Week 3	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Parent Volunteer/Parent of the Month Recognition</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Implementing annual parent and student activities</p> <ul style="list-style-type: none"> Family Reading Night <p>Celebrating a special event</p> <ul style="list-style-type: none"> Thanksgiving Celebration (<i>staff, parents, students, parent committees and community members</i>) <p>*Suggest <i>turkey raffle</i> for this event *Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs</p>	<p><i>NRC's Coordinator Home-School-Liaisons Parent Facilitators Parent Representatives Parent Volunteers</i></p> <p><i>Administrators Teachers NRC's Coordinator PTA or PTO Home-School-Liaisons Parent Facilitators Parent Representatives Parent Volunteers Community members Student Representatives (all grade levels)</i></p>	<ul style="list-style-type: none"> Suggest <i>Truancy and Attendance</i> for Coffee Hour Involve teachers, parent volunteers and student representatives for <i>Family Reading Night</i> preparation Visit <i>National Network of Partnership Schools</i> for more ideas about family reading night Consult with <i>ReadFresno</i> You may think of <i>student performance</i> for this event Community businesses for partnership <p><i>Week 4</i> <i>Thanksgiving: November 25-26</i> <i>Schools are not in session: 22-26</i> <i>(may be applicable to your district)</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES TO IMPROVE ACADEMIC GOALS	RESPONSIBLE PERSON/S	COMMENTS
Step 1	Week 1	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Inform parents about your available programs for parents and students • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Suggest Report Card Interpretation for Coffee Hour. • Suggest Pot Luck for parent recognition day • Principal and school personnel CHAT with parents • Suggest your parents to attend Board meeting <i>(if applicable)</i> <p><i>2nd deficiency notice for primary grade levels (may be applicable to your district)</i></p>

DECEMBER-2010 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Christmas Celebration</i> with invitation from principal to parents.</p> <ul style="list-style-type: none"> • Coffee <p>Evening Class On-going monthly SSC and ELAC meetings</p> <ul style="list-style-type: none"> • Monthly SSC parent meeting • Monthly ELAC parent meeting (<i>if applicable</i>) <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(secondary grade levels)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Healthy Ways to Work-out Problems</i> for Coffee Hour
Step 3	Week 3	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Winter Break</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Celebrating a special event</p> <ul style="list-style-type: none"> • Christmas Celebration (<i>celebrate with staff, parents, students, parent committees and community members</i>) <p>*Continue your weekly parent activities and programs</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p><i>2nd report period for secondary levels (may be applicable to your district)</i></p> <p><i>End of semester (82 days) for secondary levels (may be applicable to your district)</i></p> <p><i>Winter Break: December 20 – January 7, 2011 (may be applicable to your district)</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 1	Week 3	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour, SSC/ELAC</i> and <i>Parent Volunteer/Parent of the Month Recognition</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • School newsletter, home-school connection, school district newsletter or PSC newsletter <i>(if applicable)</i> • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Suggest Promotion Retention for Coffee Hour • Suggest Pot Luck for parent recognition day • Principal and school personnel CHAT parents

JANUARY-2011 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 4	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i>.</p> <ul style="list-style-type: none"> • Coffee <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Monthly SSC parent meeting • Monthly ELAC parent meeting (<i>if applicable</i>) <p>*Continue your weekly parent activities and programs *Encourage your parents to attend board meeting (<i>if applicable</i>)</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest Parent Teacher Conferences for Coffee Hour • Suggest Parent Teacher Conferences for evening class (<i>for those who can't attend morning class</i>) • Suggest your parents to attend Board meeting (<i>if applicable</i>) <p><i>M.L.King, Jr. Day: January 17</i></p>
Step 3	Week 5	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Parent Volunteer/Parent of the Month Recognition</i>.</p> <ul style="list-style-type: none"> • Coffee <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<p><i>Period 2 ends/2nd report card for primary grade levels (may be applicable to your district)</i></p> <p><i>End of semester (91 days) for primary grade levels (may be applicable to your district)</i></p>

FEBRUARY-2011

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 1	Week 1	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • School newsletter, home-school connection, school district newsletter or PSC newsletter <i>(if applicable)</i> • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>Administrators</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Continue <i>Academic Performance Index (API)</i> for Coffee Hour • Suggest <i>Pot Luck</i> for parent recognition day • Principal and school personnel <i>CHAT</i> with parents <p><i>CAHSEE testing (may be applicable to your district)</i></p>

FEBRUARY-2011 (Cont')

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Annual Family Math Night</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> Monthly SSC parent meeting Monthly ELAC parent meeting <i>(if applicable)</i> <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(secondary grade levels)</i></p>	<ul style="list-style-type: none"> Suggest <i>Character Counts Session I</i> for Coffee Hour Suggest <i>Academic Performance Index (API)</i> for evening class <i>(for those who can't attend morning class)</i> Suggest your parents to attend Board meeting <i>(if applicable)</i> <p><i>Lincoln's Birthday: February 7</i></p>
Step 3	Week 3	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Evening Class</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> Annual Family Math Night <p>*Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<ul style="list-style-type: none"> Suggest <i>Character Counts Session II</i> for Coffee Hour Involve teachers, parent volunteers and student representatives for <i>Family Math Night</i> preparation

FEBRUARY-2011 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 4	Week 4	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Parent Volunteer/Parent of the Month Recognition</i>.</p> <ul style="list-style-type: none"> • Coffee <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • California High School Exit Exam • Promotion and Retention <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>Character Counts Session III</i> for Coffee Hour • Suggest <i>Promotion and Retention</i> presentation for primary and <i>California High School Exit Exam</i> for secondary levels for evening class • Suggest your parents to attend Board meeting <i>(if applicable)</i> <p><i>3rd deficiency notice for primary grade levels (may be applicable to your district)</i></p> <p><i>Presidents' Day: February 21</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • School newsletter, home-school connection, school district newsletter or PSC newsletter <i>(if applicable)</i> • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>Administrator</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Suggest <i>Parenting Skills Series-Session I</i> for Coffee Hour • Suggest <i>Pot Luck</i> for parent recognition day • Principal and school personnel <i>CHAT</i> with parents

MARCH-2011 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Monthly SSC parent meeting • Monthly ELAC parent meeting <i>(if applicable)</i> <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(secondary grade levels)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Parenting Skills Series-Session II</i> for Coffee Hour • Suggest your parents to attend Board meeting <i>(if applicable)</i>
Step 3	Week 3	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Evening Class</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>Parenting Skills Series-Session III</i> for Coffee Hour <p><i>CAHSEE testing (may be applicable to your district)</i></p>

MARCH-2011 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 4	Week 4	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Parent Volunteer/Parent of the Month</i></p> <ul style="list-style-type: none"> • Coffee <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • PASSport To Success (<i>PASS: Parent Assuring Student Success</i>) <p>*Continue your personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities *Use your parent phone network volunteers</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>Parenting Skills-Session IV</i> for Coffee Hour • Suggest <i>PASS-Parent Attitude</i> training for evening class <p><i>Period 3 ends/3rd report card for primary grade levels (may be applicable to your district)</i></p> <p><i>3rd report period for secondary grade levels (may be applicable to your district)</i></p>
Step 5	Week 5	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Annual Family Science Night 	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 1	Week 2	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • School newsletter, home-school connection, school district newsletter or PSC newsletter <i>(if applicable)</i> • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Suggest Parenting Skills-Session V for Coffee Hour • Suggest PASS-Home Learning Environment training for evening class • Suggest Pot Luck for parent recognition day • Principal and school personnel CHAT with parents • Suggest your parents to attend Board meeting <i>(if applicable)</i>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 3	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Annual Science Night</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Monthly SSC parent meeting • Monthly ELAC parent meeting (<i>if applicable</i>) <p>Planning end-of-the year staff and parent volunteer recognition</p> <ul style="list-style-type: none"> • Nominate your staff and parent volunteers at your site • Nominate your dedicated parents, students, administrators, teachers, classified staff, community members and businesses for a special school district-wide recognition (if applicable) <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting (<i>if applicable</i>)</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Parenting Skills-Session VI (class ends)</i> for Coffee Hour • Suggest <i>PASS -Reading Skills</i> training for evening class

APRIL-2011 (Continued)

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 3	Week 4	Spring Break <i>(may be applicable to your district)</i>		<p><i>Good Friday: April 22</i></p> <p><i>CST/STAR Testing window for all grade levels: last week of April to the second week of May, 2011 (may be applicable to your district)</i></p>
Step 4	Week 5	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Parent Volunteer/Parent of the Month Recognition</i></p> <ul style="list-style-type: none"> • Coffee <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • PASSport to Success <p><i>CST/STAR Testing window for elementary and middle schools: April 26 – May 14, 2010 (may be applicable to your district)</i></p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p>	<ul style="list-style-type: none"> • Suggest <i>PASS -Preparing for Tests</i> presentation for Coffee Hour • Suggest <i>PASS -Preparing for Tests</i> training for evening class <p><i>4th deficiency notice for primary grade levels (may be applicable to your district)</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>On-going communication between home – school - home Send home translated flyer in home languages for your <i>Coffee Hour, California Day of Teacher, Classified Employee Week</i> and <i>SSC/ELAC</i>.</p> <ul style="list-style-type: none"> • Coffee Hour • Update your web site <i>(if applicable)</i> • Inform parents about your available programs for parents and students • School newsletter, home-school connection, school district newsletter or PSC newsletter <i>(if applicable)</i> • Update monthly board meeting <i>(if applicable)</i> • Update district-wide parent committee meetings <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Parent-of-the month recognition <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *Encourage your parents to attend board meeting <i>(if applicable)</i></p>	<p><i>Administrators</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance, <i>if any</i> • Suggest <i>Bullying</i> for Coffee Hour • Suggest <i>Pot Luck</i> for parent recognition night • Principal and school personnel <i>CHAT</i> with parents

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>Carnival</i>.</p> <ul style="list-style-type: none"> Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> Monthly SSC parent meeting Monthly ELAC parent meeting (<i>if applicable</i>) <p>Celebrating Annual California Day of the Teacher Celebrating Annual Classified Employee Week</p> <ul style="list-style-type: none"> Day of the teacher recognition and classified employee week luncheon at your site (<i>celebrate with your parents, students, parent committees and community members</i>) <p>*Honor your classified employee week with your parents, Students, parent committees and community members *Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *STAR testing window is ends for elementary and middle school *Encourage your parents to attend board meeting (<i>if applicable</i>)</p>	<p><i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Parent Volunteers</i></p> <p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<ul style="list-style-type: none"> Suggest <i>Summer Safety Tips</i> for Coffee Hour Suggest <i>PASS – Homework and Learning Expediter</i> for evening class

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 3	Week 3	<p>On-going communication between home – school – home Send home translated flyer in home languages for your <i>Coffee Hour</i> and <i>End of the Year Parent Recognition</i>.</p> <ul style="list-style-type: none"> • Coffee Hour <p>Evening Class Monthly parent activities and programs</p> <ul style="list-style-type: none"> • Carnival <p>*Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *STAR testing window start for elementary and middle</p>	<p><i>Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<ul style="list-style-type: none"> • Suggest <i>Summer Activities</i> for Coffee Hour • Suggest <i>PASS –Study Skills</i> for evening class
Step 4	Week 4	<p>On-going communication between home – school – home Send home translated flyer in home languages for your summer school and summer activities.</p> <ul style="list-style-type: none"> • Coffee Hour <p>End of the year and parent recognition</p> <ul style="list-style-type: none"> • Parent volunteer recognition • Dedicated parent recognition <i>(parent participation)</i> • Staff recognition 	<p><i>Site Administrators</i> <i>Teachers</i> <i>Web Master</i> <i>NRC's Coordinator</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>PTA or PTO</i> <i>Parent Representatives</i> <i>Parent Volunteers</i> <i>Student Representatives</i> <i>(all grade levels)</i></p>	<p><i>Memorial Day: May 30</i></p>

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
<i>Step 1</i>	<i>Week 1</i>	<p>End-of-the year parent activities evaluation Evaluate and analyze all activities based on participant's written inputs and sign in sheets on the following topics:</p> <ul style="list-style-type: none"> • Parent involvement program at your school site • Monthly SSC parent meetings • Monthly EL parent meetings (if applicable) • Monthly parent classes • Weekly parent classes • Monthly parent volunteers and parent of the month of the month recognition • Annual parent activities • Annual parent meetings • End of the year staff and parent recognition <p>Evaluation process should include</p> <ul style="list-style-type: none"> • Percentage of parents and community participation • Numbers of parent volunteers • Percentage of your staff participation • Numbers of community organization participation • Businesses partnership • Budgets and expenses <p>*Translated results of evaluation into parents' home languages *You may mail home to your parents for their information *Use this information for your future plan *Include this information on your school newsletter and Website</p>	<p><i>Administrators</i> <i>Teachers</i> <i>NRC's Coordinator</i> <i>PTA or PTO</i> <i>Home-School-Liaisons</i> <i>Parent Facilitators</i> <i>Parent Representatives</i> <i>Community Members</i> <i>Student Representatives (secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> • Contact PSC or your school district parent center for free consultation and assistance • You may contact your school district for a sample of yearly progress report to help you develop your own report

STEP	PERIOD	DESCRIPTION OF SPECIFIC PARENT ENGAGEMENT ACTIVITIES FOR ACADEMIC SUCCESS	RESPONSIBLE PERSON/s	COMMENTS
Step 2	Week 2	<p>Planning for First Day of School Holiday for Fall</p> <ul style="list-style-type: none"> Special meeting with your parents and staff members to prepare for the <i>First Day of School Holiday</i> for upcoming school year <p>*Use inputs from meeting for your preparation *Continue personal phone contact on behalf of principal with your parents in home languages for meetings *Continue your weekly parent activities and programs *Use your parent phone network volunteers *4th report card for primary and secondary level</p> <p>The First Day of School Holiday preparation</p> <ul style="list-style-type: none"> Develop invitation letters Develop flyers, staff one page snapshot or brochure Contact community organization to set-up booths Plan for continental breakfast Plan for speakers 	<p><i>Administrators Teachers NRC's Coordinator PTA or PTO Home-School-Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives (secondary level)</i></p> <p><i>Administrators Teachers NRC's Coordinator PTA or PTO Home-School-Liaisons Parent Facilitators Parent Representatives Community Members Student Representatives (secondary level)</i></p>	<p>PSC staff available upon request</p> <ul style="list-style-type: none"> Contact PSC or your school district parent center for free consultation and assistance Visit National Network of Partnership School for ideas <p><i>Period 4 ends/4th report card for primary grade levels (may be applicable to your district)</i></p> <p><i>4th report period for secondary grade levels (may be applicable to your district)</i></p> <p><i>Record and compile all parent involvement activities for your new school year preparation</i></p>

