**CRYSTAL LAKE MIDDLE SCHOOL**

**School-Level Parent and Family Engagement Plan (PFEP)**

**2024-2025**

**Mission Statement**

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| The mission of Crystal Lake Middle STEM and Magnet School, is to provide relevant, rigorous, authentic and standards based education to all students, ensuring they become productive members of a 21st Century global society. |

**Engagement of Parents and Families**

*Crystal Lake Middle will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs in this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school’s program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].*

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| Crystal Lake Middle School will hold discussions, reviews and consultations with parents during various parent meetings such as SAC, SAF, and monthly meetings with the principal as well as during parent activities which occur during the school year. Suggestions and recommendations will be encouraged regarding the need to continue, add or discontinue specific activities at Crystal Lake Middle School. Effective ways of utilizing parental involvement funds will also be included in these discussions with parents. |

**Coordination and Integration**

*Crystal Lake Middle School will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start; Early Reading First; Even Start; Home Instruction Programs for Preschool Youngsters (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI [Section 1116(e)(4)].*

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| **Count** | **Program** | **Coordination** |
| 1 | N/A |  |
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**Annual Parent Meeting**

*Crystal Lake Middle School will take the following actions to convene an annual meeting, to which all parents and guardians of participating children shall be invited and encouraged to attend, to inform parents and guardians of their school’s participation under this part and to explain the requirements of this part, and the right of the parents and guardians engaged. Include the specific activity and/or activities, frequency and duration, evidence-based research on effective implementation and maintain documentation, ensuring that all parents and guardians are invited and encouraged to attend [Section 1116(c)(1)].*

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| Annual Open House | September 2024 | Develop strong bonds and relationship strengthening | Flyer, website announcement, sign-in sheets |
| Magnet Open House | December 2024 | Develop strong bonds, motivate youth and enhance learning and academic excellence | Flyer, announcement, sign-in sheets, website |
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**Flexible Parent Meetings**

*Crystal Lake MiddleSchool will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].*

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| In addition to the choice of meeting on Mondays, Wednesdays, Thursdays or Fridays, parents are offered the opportunity of meeting on mornings as well as evenings to accommodate for parents with various work and daily schedules. Parents are encouraged to brings along their children who are not currently enrolled at CLMS when participating in family nights and family-oriented events. |

***Building Capacity***

*Crystal Lake Middle School will implement activities that will build the capacity for 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 local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child’s academic achievement, such as literacy training and using technology [Section 1116(e)(2)].*

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| Annual Open House | September 2024 | Develop strong bonds and relationship strengthening | Flyer, website, announcement, sign-in sheets |
| Magnet Open House | December 2024 | Develop strong bonds, motivate youth and enhance learning and academic excellence | Flyer, website, announcement, sign-in sheets |
| Science Family NIght | October 2024 | Relationship building, community outreach, project-based learning, life skills and wellness, strengthening bonds between school and families | Flyer, announcement, sign-in sheets, website |
| ELL Parent Orientation/Game Night | November 2024 | Relationship building, community outreach, life skills and wellness, strengthening bonds between school and families | Flyer, announcement, sign-in sheets, website |
| Magnet Showcase | March 2025 | Relationship building, community outreach, project-based learning, life skills and wellness, strengthening bonds between school and families | Flyer, announcement, sign-in sheets, website |
| Parent Technology/Academic Support Sessions | December 2024 | Develop strong bonds and relationship strengthening for families | Flyer, announcement, sign-in sheets, website |
| Multicultural Concert | February 2025 | Relationship building, community outreach, project-based learning, life skills and wellness, strengthening bonds between school and families | Flyer, announcement, sign-in sheets, website |
| Cougar Parent Town Hall | Weekly All Year Long | Relationship building, community outreach, parent input, strengthen relationship between school, families and community at large | Flyer, announcement, sign-in sheets, website |
| Think B4U Post | January 2025 | Community Outreach | Flyer, announcement, sign-in sheets, website |
| Parent Volunteer Meetings | Monthly | Relationship building, community outreach, life skills and wellness, strengthening bonds between school and families | Flyer, announcement, sign-in sheets, website |

**Staff Training**

*Crystal Lake Middle School will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].*

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| **Specific Activity** | **Frequency and Duration** | **Evidence-Based Research** | **Evaluation of Implementation and Effectiveness** |
| iCHAMPS Training | October 2024 | Classroom management for higher academic learning environment | Sign-In Sheets, surveys, reflection forms |
| Cultural Sensitivity | November 2024 | Strengthen school-home bonds, enhance learning | Sign-In Sheets, surveys, reflection forms |
| RTI Training | Monthly | Building student-teacher relationships for respect and academic performance | Sign-In Sheets, surveys, reflection forms |
| Think B4U Post Training | January 2025 | Cyber safety and positive online presence | Sign-In Sheets, surveys, reflection forms, data chats |
| ESOL/ELL Training | February 2025 | Promotion of academic excellence among ELL students with instructional strategies for educators | Feedback/reflection forms, surveys, conferencing |

**Other Activities**

Crystal Lake Middle School *will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].*

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**Communication**

*Crystal Lake Middle School will provide parents of participating children the following [Section 1116(c)(4)]:*

* *Timely information about programs under this part [Section 1116(c)(4)(A)];*
* *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];*
* *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 practicably possible [Section 1116(c)(4)(C)]; and*
* *If the school-wide program plan under Section 1114 (b) 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 local education agency [Section 1116(c)(5)].*

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**Accessibility**

*Crystal Lake Middle School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, 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 [Section 1116(f)].*

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***School-Parent Compact***

As a component of the school-level parent involvement 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 *[Section 1116(d)].*

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

**Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council’s meeting minutes.

This plan was adopted by the school on *\_\_\_02/27/2024*\_\_\_ and will be in effect during the 2024-2025 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2024.

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***Signature of Principal Date***

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***SAC Chairperson Date***