

High-Quality PreK Components – Family Engagement Plan

		<i>Planned Activities:</i>	<i>Stakeholder:</i>	<i>Deadline:</i>	<i>Frequency:</i>	<i>Status:</i>
Family Engagement Plan	Fort Bend ISD implements and posts this Family Engagement Plan on the department’s website, www.fortbendisd.com. It incorporates and fulfills the expectations of meaningful family engagement to support children participating in the prekindergarten program.	Design Parent Engagement Plan, Track completion, and Post updates online.	Early Childhood Specialist	Sept. 29, 2023 June 30, 2024	Twice per year	Complete
		Coordinate with Collaborative Communities to plan and implement activities at Title 1 campuses.	Early Childhood Specialist and Collaborative Communities	Sept. 29, 2023	Fall and Spring semester	In Progress
Communication Practices	Fort Bend ISD provides ongoing guidance to ensure teachers communicate with families about classroom activities and curricular goals. Fort Bend ISD believes that parents are the first teachers and that we co-construct foundational knowledge for our children.	Create a teacher survey to gather newsletter creation, type of communication, and distribution frequency.	Early Childhood Specialist	Sept. 18, 2023	Yearly	Complete
		Provide a weekly PK Classroom Newsletter template in Schoology for the teachers.	Early Childhood Specialists and PreK Teachers	Ongoing	Monthly	In Progress
		Provide weekly content alignment in the Family-Teacher Smores Newsletter that supports the PreK curriculum and program.	Early Childhood Coordinator and Specialist	September 2023 to May, 2024	Monthly	Complete
		Send a monthly Smores newsletter to the PreK families that is accessible in 30+ languages.	Early Childhood Specialist	September 2023 to May, 2024	Monthly	Complete

Family Conferences and/or Home Visits	Fort Bend ISD will hold parent-teacher conferences twice per school year, guided by student assessment data. In the 2024-25 school calendar, September 15, 2024, and February 15 were designated early release days for elementary school teachers to schedule parent-teacher conferences during and after school hours.	Create FAQ for parent-teacher conferences and distribute it to all PreK families before the parent-teacher conference day.	Early Childhood Specialist	<i>September 15, 2023 February 15, 2024</i>	<i>Yearly</i>	In Progress
		Upload CIRCLE Beginning of Year, Middle of Year, and End of Year reports in English and Spanish to Skyward/Family Access.	Early Childhood Specialist	<i>March and June 2024</i>	<i>Twice per school year</i>	Complete
		Develop and Implement a Family Zoom Workshop on Interpreting Assessment Data.	Early Childhood Specialist and Early Childhood Coordinator	<i>October 4, 2023</i>	<i>Three times per school year</i>	Complete
Reporting Student Progress	Fort Bend ISD ensures student progress across the five primary developmental domains is reported to families in writing, and families are given strategies to facilitate their child's development at home in the areas of need.	Create learning progressions based on new Texas PreK Guidelines and align PreK report cards with new content. Share new learning progressions with families on the district's website .	Early Childhood Director Early Childhood Coordinator	<i>Nov. 30, 2023</i>	<i>Once per year</i>	Complete
		Upload CIRCLE Beginning of Year, Middle of Year, and End of Year reports in English and Spanish to Skyward/Family Access.	Early Childhood Specialist	<i>March and June 2024</i>	<i>Twice per school year</i>	Complete
		Create a Family Zoom workshop on standards-based learning – PreK report card.	Early Childhood Specialist and Early Childhood Coordinator	<i>October 4, 2023</i>	<i>Yearly</i>	Complete

Program Expectations	Fort Bend ISD provides clear written expectations regarding the roles/responsibilities of staff, students, and families before the beginning of school and reviews the expectations with families.	Design, update, and publish a bilingual PreK Family Handbook on the department's website .	Early Childhood Specialist	<i>Sept. 29, 2023</i>	<i>Yearly</i>	Complete
		Design and offer an AM and PM session, a “Welcome to PreK” Zoom meeting in English and Spanish, to share curriculum and expectations with families. Topic: PreK Orientation	Early Childhood Dept. Multilingual Dept. Collaborative Community Title 1	<i>August 2023</i>	<i>Yearly</i>	Complete
		Create how-to documents on accessing the PreK resources with family curriculum resources, such as ReadyRosie, Savvas, Three Cheers for PreK, and CLI Engage.	Early Childhood Specialist	<i>Nov. 29, 2023</i>	<i>Yearly</i>	In Progress
		Publish on department’s website and monthly newsletter how-to guides (ReadyRosie, Savvas, Three Cheers for PreK, and CLI Engage.	Early Childhood Specialist	<i>September 2023 to May 2024</i>	<i>Monthly</i>	In Progress
		Post the Family Handbook on the department website , in the registration application, and welcome emails during registration.	Early Childhood Specialist	<i>Nov. 29, 2023 & March 2024</i>	<i>Yearly</i>	Complete
		Attendance Plan	Fort Bend ISD will create an attendance plan that includes monthly student attendance monitoring and a process for	Initiate conversations to partner with Student Affairs to align with existing FBISD Attendance procedures and create, if needed, special adaptations for PreK students.	Early Childhood Specialist Student Affairs Campus Principals	<i>October, 2023</i>

	contacting families when their child has been absent.	Create campus and parent communication to address families with children showing increased absences in the nine weeks.	Early Childhood Specialist Campus Principals	<i>Nov. 29, 2023</i>	<i>Monthly</i>	In Progress
		Create talking points for teachers to hold attendance conversations during parent-teacher conferences.	Early Childhood Specialist Classroom teachers	<i>Jan. 1, 2024</i>	<i>Yearly</i>	In Progress
		Add Importance of Attendance content to Family Zoom meetings and PK Newsletter.	Early Childhood Specialist	<i>May, 2024</i>	<i>Monthly</i>	Complete
		Create a system to track campus events at PreK schools to inform and engage families, e.g.: 1. Back to school 2. Parent-Teacher Conference 3. Math Night 4. Literacy Night 5. Science/STEM Night 6. Choir performances 7. Cultural and International Events 8. Wellness Event Career Day	Early childhood Specialist Title 1 Campus Principals	<i>August 2023 to May 2024</i>	<i>Monthly</i>	Complete
		In collaboration with Collaborative Communities/parent educators, provide early childhood professional development for the parent educators.	Early Childhood Specialist Collaborative Communities	<i>February 2024</i>	<i>Once per Year</i>	Complete

On-Campus Opportunities	Fort Bend ISD expects campuses to host five to eight opportunities for families to engage in campus activities annually.	Track summer registration and collaborate with campus principals to offer campus-based registration events in schools with low PreK enrollment.	Early Childhood Specialist Campus Principals	May, 2024	Yearly	Complete
Participation	Fort Bend ISD monitors participation rates in family engagement activities and markets to all families through different media to invite them to participate in the events.	During our monthly Zoom Parent meeting, provide resource information regarding campus and community events.	Early Childhood Specialist Collaborative Communities	September 2023 to May 2024	Monthly	Complete
Support to Families	Fort Bend ISD provides monthly information to families with economic and social services provided by community organizations via Zoom meetings .	Provide resource information regarding community resources during our monthly Zoom Parent meeting.	Early Childhood Specialist	<i>September 2023 to May 2024</i>	<i>Monthly</i>	Complete
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