

<b>Policy Number:</b> MON 002	<b>Title:</b> Parent Engagement Monitoring
<b>Performance Standard:</b>	<b>Original Date:</b> 2006
<b>USD 418 BOE Policy:</b>	<b>Policy Council Approval/Revision:</b> 2/5/13

**POLICY:**

Family Service/Parent Engagement Coordinator is responsible for monitoring parent engagement opportunities.

Family Service/Parent Engagement Coordinator will ensure that parent engagement opportunities will include parent education and opportunities to participate in the following areas: child development, literacy, financial literacy, pedestrian safety, father (father figure) involvement, physical /dental health and nutrition, age appropriate child education, and areas specified by parents through parent surveys and individual and group parent meetings.

Family Service/Parent Engagement Coordinator will ensure that parent engagement opportunities listed above are provided through monthly and/or classroom parent events, parent meetings and/or information packets.

<b>Action Monitored</b>	<b>Monitoring Tool</b>	<b>Frequency</b>	<b>Documentation</b>
Opportunities provided	PARENT EVENT CALENDAR, PARENT SURVEYS	ANNUALLY, updated as necessary and appropriate	MEETING MINUTES PARENT EVENT CALENDAR
Program wide parent event opportunities	CHILD PLUS Event Notes, SIGN IN SHEETS, COLLABORATION REPORT, EVENT ADVERTISEMENTS, ADVOCATE MEETING MINUTES	MONTHLY AND/OR AS INDICATED ON EVENTS CALENDAR	CHILD PLUS Event Notes, SIGN IN SHEETS, COLLABORATION REPORT, EVENT ADVERTISEMENTS, ADVOCATE MEETING MINUTES
CLASSROOM PARENT EVENT OPPORTUNITIES	Event Notes, SIGN IN SHEETS, COLLABORATION REPORT, EVENT ADVERTISEMENTS, ADVOCATE MEETING MINUTES	MONTHLY AND/OR AS INDICATED ON EVENTS CALENDAR	Event Notes, SIGN IN SHEETS, COLLABORATION REPORT, EVENT ADVERTISEMENTS, ADVOCATE MEETING MINUTES

ANNUAL FOLLOW-UP AND EVALUATION	ADVOCATE MEETING MINUTES Annual PARENT SURVEYS	Following events, annually	Advocate meeting minutes, Event Surveys
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