



## 2022-2023 Family Engagement Plan

Vision: Gateway to College: Another chance to finish high school while beginning college.

Mission: Gateway to College creates a caring community that supports broad college opportunities by developing relationships and personalizing education plans in a serious learning environment with high expectations for all learners.

Gateway to College is located at Saint Paul College, and all of our students are taking at least some college classes.

Special Program Qualities:

Welcoming Environment	
<b>Our school has staff member(s) available for families to discuss this plan and ask questions</b>	☑ Family Liaison: Paul Richardson

<p><b>Our school communicates with families in many ways.</b></p>	<ul style="list-style-type: none"> <li>• Families should check grades on Campus/Schoology using the parent or student portal.</li> <li>• Families should visit <a href="http://www.spps.org/gatewaytocollege">www.spps.org/gatewaytocollege</a> for updates and information.</li> <li>• Families should ask students to log into “eservices” and or “D2L” at saintpaul.edu to discuss progress in college courses.</li> <li>• When students, family members or stakeholders call, Gateway to College returns calls within 24 hours. Emailing individual teachers, advisors or our <a href="mailto:gatewaytocollege@spps.org">gatewaytocollege@spps.org</a> will get the fastest response. ☒ Paul Richardson, School Administrator, sends emails, Schoology messages and phone messages to students, key stakeholders and families.</li> <li>• Gateway to College Program Update and updated calendars will be posted on our website.</li> </ul>
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- Gateway to College students concurrently take college and high school classes.
- Gateway to College is designed to provide higher education and dual credit options to students who would not qualify for traditional PSEO options.
- Gateway to College personalizes every aspect of the student’s experience from enrollment, to registration, to intervention.
- Gateway to College has a unique and flexible schedule based on Saint Paul College’s calendar that gives students more personalized educational options.

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.

	<p>☒ Staff will communicate with students, key stakeholders and families weekly via text, email, Schoology, and email.</p>
<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 that make it harder for students of color to succeed and for their families to support their learning.</b></p>	<ul style="list-style-type: none"> <li>• For more about our work on racial equity, contact: Paul Richardson</li> <li>• Gateway to College is dedicated to providing opportunities. All of our students have a schedule based on their individual needs. With the support Gateway staff provides, we are giving all of our students post-secondary opportunities in a way that no other school program can.</li> </ul>

**Transitions between schools can be challenging, and we work to help families as their children start and leave our school.**

**For new students and families, we support the transition by:**

- A welcome back to school postcard with reminders about the upcoming school year and orientation and welcome back meeting on August 19, 2022.
- An informational letter and invitation to New Student Orientation on August 19th mailed or presented in person to all new students.
- An invitation for a Welcome Back Ice Cream Social on August 19<sup>th</sup> mailed or presented to all returning students.
- At the orientations, we distribute a 22-23 Gateway to College Calendar, go over keys to success in college, outline the differences between college and high school and provide a FAQs and Program Overview for interested stakeholders. We work to remind students about expectations of college, fill out forms, and get them books, bus cards, and school supplies.
- Before orientation, all students meet with the Program Manager and or other staff to develop an individualized plan for their time with Gateway, select high school and college courses, answer all questions, and officially enroll students with Saint Paul College. Families and key stakeholders are invited to this meeting.
- Students and families meet with staff during interview and enrollment process.

**For students and families moving to the next school in their**

	<p><b>pathway, we support the transition by:</b></p> <ul style="list-style-type: none"> <li>• Students meet one-on-one with a counselor to explore postsecondary options.</li> <li>• Students and families have the opportunity to attend numerous financial aid and Power of You nights throughout the year.</li> <li>• All Gateway students have the opportunity to take college classes. Some take a mix of high school and some take full time or nearly full-time college coursework.</li> <li>• When students leave Gateway to College, they meet with the counselor to make sure they have completed next steps. Communication with family involves ensuring communication between student and family/support network.</li> <li>• When students graduate from high school, the counselor works with students fill out FAFSAs, seek out scholarships, coordinates with the transfer center and Saint Paul College, and promotes the Power of You program so our students can finish at Saint Paul College.</li> </ul>
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**Family Partnerships**

<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>	
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<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>• Gateway to College will hold two evening events this school year where students, families and other interested stakeholders can come to our space, meet with high school teachers and program staff to plan for the coming semester. October 14<sup>th</sup> and March 31<sup>st</sup>.</li> <li>• National African American Parent Involvement Day (NAAPID) will be on February 14, 2023, we will reach out to invite parents to school for the day, we will host a celebration in the Gateway office where parents and students can meet, talk, have lunch, and ask questions.</li> </ul>
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<p><b>We work to make these meetings and events available for every family in the school.</b></p>	<p>☑ We will work to know in advance when translators are needed. Gateway to College is a small program, and bringing translators to every event, where they may not be needed, would be prohibitive to the program. Our key documents and media are translated into Hmong, Somali, Karen, and Spanish.</p>
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<p style="text-align: center;"><b>Teaching and Learning</b></p>	
<p><b>Our school shares information about state standards, assessment and student achievement with families in multiple ways</b></p>	<ul style="list-style-type: none"> <li>• <b>Report cards and progress reports will be distributed</b> by mail the request for mailing is done the day after grades are due. Report cards will reach homes about one week after the end of the term. We will allow students to pick them up in person and send information on how to access these report cards online, as well. Please note that grades for college classes will only be on quarter 2 and quarter 4 report cards because college classes are a semester in length.</li> <li>• <b>Parent-Teacher conferences are held during our open house events on 10/14 and 3/31.</b></li> </ul>

	<ul style="list-style-type: none"> <li>☐ During our evening open houses, we will serve light refreshments, validate parking, and provide bus fare.</li> <li>☐ Open House on Thursday, October 14<sup>th</sup> from 4:00-7:00 p.m. This event will mark the mid-quarter of the Fall Semester. Students and Families will have the opportunity to meet with a staff member to plan classes for the family semester and participate in other postsecondary planning activities.</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>☐ We encourage parents and involved stakeholders to contact their student’s teacher or advisor as a first step. Direct phone numbers and email addresses are listed in our on our website and on the school calendar. The next step is to contact the Program Manager who is available and responsive to any requests from parents and interested stakeholders.</li> <li>☐ As Gateway to College works to grow its ELL population, district TOSAs will provide on-going support for how we can best support these students and families as they transition to college.</li> <li>☐ Also, the program manager frequently embeds professional development about working with families at staff meetings and one-to-one conversations with staff.</li> <li>☐ When SCIP goals are reviewed throughout the year, we will reach out to our parent and stakeholder group to share progress, the direction of the program, seek input and feedback and make changes.</li> </ul>

	<p>☐ Gateway to College is a small program, so each student and or family meets with staff twice a year to complete a continual learning plan for the coming semester.</p> <p>☐ Additionally, our small size allows Gateway to complete several events into one evening, and gives us the flexibility to meet with students and families one-on-one whenever there is a need or desire.</p>
<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>	<p>☐ Parent Portal is available by contacting: Paul Richardson</p> <p>☐ We offer a multiple number of tours and conversations with prospective families to promote Gateway to College and its unique opportunities.</p> <p>☐ Gateway staff creates a one-on-one opportunity for registration to support a positive transition from high school, and to ensure that the student’s goals and timeline is being met.</p> <p>☐ School Counselors and our Special Education teachers works with IEP and 504 students and aide to transition previous services to high school classes and connect with Disability Services at Saint Paul College.</p>
<p><b>Many before- and after-school enrichment and support opportunities are available for students</b></p>	<p>☐ At Gateway to College, we are proud of the individual attention available to students. Students’ flexible schedules give them time to meet one-on-one with high school teachers and advisors to discuss homework and more significant issues on scheduling and academic progress. Also, because students are Saint Paul College students, all of the student supports at the college are open to our students. The Tutoring Center, located next door to the Gateway Office provides additional academic resources to students. As a part of their first college class, called College Success and Career Readiness, students are orientated to all of these resources. Additionally, Gateway to College has its own computer lab run by a work-study student that is open for student use.</p>
<p><b>Community Partnerships</b></p>	
<p>Our school develops community partnerships to provide additional support for students and their families</p>	<ul style="list-style-type: none"> <li>• Gateway to College is only possible because of our partnership with Saint Paul College. Every Gateway to College student is also a Saint Paul College student! This is a cherished and fundamental aspect of the program.</li> <li>• Gateway to College partners with Change, Inc. to provide on site mental health support to any and all interested students. Additionally, we receive student navigator support through Change, Inc as well.</li> </ul>

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 [www.spps.org/gatewaycollege](http://www.spps.org/gatewaycollege), and printed copies are available in the office.