



Benjamin E. Mays IB World School

2021-2022 Family Engagement Plan (PreK - 5)

Benjamin E. Mays IB World School
 560 Concordia Avenue
 St. Paul, MN 55103
 (651) 325-2400
www.spps.org/mays

School Vision:

Develop confident, literate, and responsible students who will be able to think critically, make great decisions, and become internationally minded students who pursue post secondary educational options.

School Mission:

Through rigorous intercultural and interdisciplinary studies, students will be empowered with the communication and leadership skills necessary to become productive global citizens who are inquiring, knowledgeable, and caring.

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.

The impact of the pandemic may move some of the events/activities listed below into a virtual setting.

Welcoming Environment	
Our school has staff member(s) available for families to discuss this plan and ask questions	<ul style="list-style-type: none"> ● Family Liaison: Karen Shanahan, karen.shanahan@spps.org or (651) 325-2492
Our school communicates with families in many ways.	<ul style="list-style-type: none"> ● The best way to keep informed about what is happening is through the <i>Mays Weekly Highlights</i> which is emailed and texted to homes weekly. To receive the Weekly Highlights messages, keep your contact information updated through iUpdate, or contact the office to update email/phone number at (651) 325-2400. ● Watch our school’s website spps.org/mays for important information. ● Classroom teachers send weekly or bi-weekly newsletters to families. They also use a variety of apps to communicate (Remind, ClassDojo, Seesaw, Schoology). ● When families call, email, or send a note, we do our best to respond within 24 hours (during the work week).

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.

- **For more about our work on racial equity, contact:** Brett Asleson, Assistant Principal, Equity Team Leader, brett.asleson@spps.org or (651) 325-2400
- Mays Equity Team meets ever other week.
- Mays staff has participated in Beyond Diversity Training and Innocent Classrooms. Staff uses the Courageous Conversations About Race Protocol (CCAR) to guide work in instruction, meetings, and other school events. We are also guided in our equity work by Zaretta Hammond’s Culturally Responsive Teaching & the Brain
- Parents, families and community members voice their concerns and provide counter-narratives through our Mays CAFÉ gatherings and Year in Review. These gatherings take place in fall and spring.

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:**
- Pre-K and K families can attend a Registration & Orientation event in May preceding their entry into school. This event introduces families to staff and the building, and helps prepare students for school at Mays.
 - Benjamin E. Mays IB World School hosts a Meet & Greet the week before the new school year starts which orients families and students to the school and provides an opportunity for families to meet staff.
 - For our Pre-K and Kindergarten families we have Transition Conferences during the first week of September. At these conferences, families meet the teacher, complete paper work, go through a brief assessment, ask questions, and share concerns about their student’s education.
 - Families who start during the school year receive an orientation packet and a school tour.
 - Mays CAFEs and Year in Review held twice a year (fall and spring) give new families an opportunity to engage with administration, staff, and teachers as well as with other parents.
 - Mays hosts Take Your Parent to School Days/Family Days for Pre-K, K, 1st, and 2nd Grade students which familiarize families with curriculum, standards, and daily routines.
 - The Office of Early Learning holds Family Days at Mays for Pre-K families. In the fall, they host a Family Day focused on the transition into school. In the spring, they focus on the transition to Kindergarten.
 - Open House for Prospective Families in January 2022, introduces families to Mays and the IB Primary Years Programme.
 - School tours are available upon request.
 - Mays publicizes and encourages families to attend the district’s Blast-Off to Kindergarten event.

	<p>For students and families moving to the next school in their pathway, we support the transition by:</p> <ul style="list-style-type: none"> ● Benjamin E. Mays IB World School hopes to increase articulation for the IB programme (Ramsey, Hazel Park, and Highland) by increasing parent awareness of the IB PYP through: school bulletin boards, increased parent education during IB Showcase events, and an IB section in the <i>Mays Weekly Highlights</i> email. ● 5th grade IB Exhibition at the end of May, the culminating IB event for the PYP Programme, encourages families and students to continue their IB education. ● Mays hosts a Middle School Transition Day during which 5th Grade students participate in a mock day at middle school. ● Mays 5th Grade students articulating to Ramsey Middle School will have the opportunity to visit Ramsey in the spring with our school counselor.
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Family Partnerships	
<p>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.</p>	<ul style="list-style-type: none"> ● Copies of the compact are available: Compacts are available during our Meet & Greet in August, during Parent/Teacher Conferences in November and during Title I Night in fall. They are also posted on our website (spps.org/mays) and available in our main office. ● The compact will be updated: Every year in the spring families will be invited to participate in compact revision at our Year in Review event. Families will also be invited to provide feedback through a spring survey.
<p>There are many opportunities for families to build connections to the school and to each other.</p>	<ul style="list-style-type: none"> ● Title I Annual Meeting where we will share information about school programs and participation in Title I in fall. ● A student IB Showcase occurs for grades K-4 during the year. ● 5th Grade Exhibition is the culmination of the students IB PYP education at the end of the school year and highlights 5th grade work. ● Mays CAFE is a framework in which the greater community provides Mays input in a conversational format. Mays CAFE occurs in fall. ● During the spring Year in Review families, community, and school staff meet in an informal atmosphere where we review past events and plan for future events. ● National African American Parent Involvement Day (NAAPID) will be on February 14, 2022. ● Pre-K, Kindergarten, 1st grade, and 2nd grade Take Your Parent To School Days/Family Days introduce families to what is happening in the classroom and prepare families for important transitions.

	<ul style="list-style-type: none"> ● Our school participates in the Parent Teacher Home Visit Project. ● Mays PTA hosts community building events such as: Fall Festival, and Mays Moves. PTA hosts regular meetings throughout the year inviting all community members to attend.
<p>We work to make these meetings and events available for every family in the school.</p>	<ul style="list-style-type: none"> ● Translation and interpretation are available upon request. Please contact the office for translation and interpretation needs (651) 325-2400. ● Mays holds events at multiple times to assist in family participation (morning, afternoon, evening). ● We provide childcare for our Mays CAFEs. ● To promote family attendance at events: we provide a light meal at all IB events and at Mays CAFE. ● Transportation is available upon request to events and meetings at school. ● During IB event evenings, teachers may arrange for students to stay afterschool to accommodate families' schedules and allow for full participation. ● Interpreters are provided for Parent/Teacher conferences. ● Bilingual staff assist in reaching families who speak Spanish, Hmong, and Somali. ● Our MLL (Multi Lingual Learners) staff provides language support to our families. ● Mays circulates the event flyers in Spanish, Hmong, Karen, and Somali provided by the district. ● Some of our multi-lingual families offer their assistance in promoting and hosting events.
<p>Our school supports families as advocates and provides opportunities for parent leadership</p>	<ul style="list-style-type: none"> ● If parents have concerns about their child's learning the process at Benjamin E. Mays IB World School is to start discussion with classroom teacher (involving MLL staff or Special Education staff as needed). Then to approach an administrator. If the concern has been referred to the Principal and a resolution has not been gained, next involve the district Ombudsperson. ● The district has an Ombudsperson available to help resolve conflict between families and schools. The Ombudsperson is a person who listens to and investigates complaints against Saint Paul Public Schools, its programs, offices and staff. The Ombudsperson does not take sides. She works with parents, community members and the school district to clarify and resolve questions, concerns and complaints in a fair and timely manner. The services of the Ombudsperson are free. Our Ombudsperson is Dana Abrams, at (651) 767-8394 or dana.abrams@spps.org.

	<ul style="list-style-type: none"> ● Our staff has ongoing Racial Equity training which encourages conversations with families. ● Our staff will receive professional development around parent engagement. ● Prior to our Mays CAFE event, we have team meetings between staff and parent stakeholders to frame the questions used to guide conversations. ● Mays CAFE provides a framework in which the greater community supplies input in a conversational format. ● PTA meets regularly. Times will be posted in <i>The Weekly Highlights</i> email and on our website spps.org/mays ● Parents and families provide feedback through surveys and meetings (particularly CAFEs and the Year in Review) to review, improve, and revise the Grade Level Compacts and Family Engagement Plan.
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Teaching and Learning	
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<p>Our school shares information about state standards, assessment and student achievement with families in multiple ways</p>	<ul style="list-style-type: none"> ● Report cards will be distributed during fall and spring conferences and mailed home in June. ● Progress Reports distributed bi-weekly. ● Parent-Teacher conferences are held twice a year in fall and spring November 16, 3:00-6:00; November 18, 3:00-6:00; November 19, 8:30-2:00; March 22, 3:00-6:00; March 24, 3:00-6:00; March 25, 8:30-2:00. ● Supports for students below grade level in reading (K-3) Mays will provide specific information on students’ reading level during conferences. If a K-3 grade student is not at grade level during our fall and spring conferences, the teacher and parent set goals together using the Parent Teacher Plan. Teachers will provide tools, such as letter sound cards or sight word games, to facilitate learning at home. ● WINN reading specialist will work with K-2 classrooms to provide additional small group support in literacy. ● Students in Kindergarten, 1st, 2nd, and 3rd grade will have Reading Corps Scholar Coaches embedded in their classroom helping all students make academic gains and working in one-on-one, data-driven interventions with students below grade level in reading. <p>Specific ways families partner with Mays to build reading skills in K-3 (particularly for students not reading at grade level):</p> <ul style="list-style-type: none"> ● Reading Calendars (to encourage daily reading at home);
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	<ul style="list-style-type: none"> ● Partnership with PTA to provide students free books at events; ● Sight Word Games for families created to support the Compacts; ● Mays website (spps.org/mays) has a section devoted to reading and reading resources including booklists, leveled reading charts, and questions to ask your student for fiction and non-fiction reading; ● Reading Corps Scholar Coaches (K-3) will have a regular Read at Home activity to engage and support families around reading. <p>Mays supports additional activities preparing our students for success:</p> <ul style="list-style-type: none"> ● NAAPID hosting speakers/discussion addressing academic development. ● IB Showcase Nights will involve parents and families with the IB curriculum and the transdisciplinary units and action cycle of a particular unit. Grades K-4 will each hold an IB Showcase. ● 5th Grade will hold an Exhibition. Exhibition is the cumulative project of the IB PYP years. The Exhibition will show families what their student has learned in the IB Programme. ● Take Your Parent to School Day for Pre-k through 2nd grades will provide parents with information on curriculum, grade level standards, and tools to support this learning at home. ● Mays website spps.org/mays has information regarding assessments and curriculum. The website also provides links to support learning at home.
<p>Our school will engage in personalized learning as a key strategy to accelerate student achievement. Parents can get more information using many tools.</p>	<ul style="list-style-type: none"> ● Parent log-in information can be accessed at spps.org/onestop or by asking the school clerk (651) 325-2400. ● Mays students use iPads in the classroom. Teachers attend courses to explore personalized learning through technology and use iPads and technology to differentiate and personalize instruction to reach all students. ● The IB curriculum is inquiry-based and encourages personalized learning through its process. Teacher Professional Development and regular staff meetings encourage depth in our IB planning. ● Seesaw (PreK-2) and Schoology (3-5) are used to inform parents of student progress and share student work.
<p>Many before- and after-school enrichment and support opportunities are available for students</p>	<ul style="list-style-type: none"> ● EDL (Extended Day Learning) ● Freedom Schools Express ● Onsite Community Education Classes

	<ul style="list-style-type: none"> ● Partnership with the Rondo Community Outreach Library providing homework and reading support to students/families. ● Partnership with MLK Rec Check which provides homework help to students from 2:00-6:00. ● Partnership with Boys and Girls Club provides enriching afterschool activities to students.
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Community Partnerships	
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<p>Our school develops community partnerships to provide additional support for students and their families</p>	<ul style="list-style-type: none"> ● Saint Paul Promise Neighborhood (SPPN) ● Minnesota Reading Corps ● Hallie Q. Brown Community Center ● MLK Recreation Center ● Wilder Ujima group ● Science Museum of Minnesota ● Rondo Outreach Community Library ● Phillips Eye Institute ● Family Tree Clinic ● Kohl’s Project Immunization Clinic ● Children’s Dental Services ● Fuel Up to Play 60 ● Frogtown Farm ● Anywhere Farm Project (supported by the Minnesota Horticultural Society) ● Rondo ECFE ● Minneapolis Institute of Arts (MIA) ● KOFI ● Thad Wilderson and Associates ● Hubbs Center ● Redeemer Lutheran Church
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This plan is available as part of our school’s SCIP, or School Comprehensive Improvement Plan at spps.org/scip, is on our school website at spps.org/mays, and printed copies are available in the office.