



CPC P-3 Parent Involvement Plan, Year: 20__

Site Name: _____ Date: _____

Parent Involvement Liaison: _____ PRT: _____

Head Teacher: _____ Principal: _____

Instructions: The Parent Involvement Liaison (PIL), in collaboration with the Parent Resource Teacher (PRT) should complete this form for the preschool–1st grade program. This plan will be the foundation for parent involvement from preschool to 3rd grade.

This plan is due _____

The parent involvement goals as stated in the CPC P-3 Guidelines are:

1. Implement a comprehensive, menu-based parent program to strengthen the school-family partnership.
2. Increase parent involvement and engagement in children's education throughout early childhood.
3. Enhance educational attainment, career opportunities, and personal development for parents and family members.

The parent program **requirements** established to meet these goals are:

- (a) Parents sign a CPC P-3 School-Home Agreement at the start of the school year.
- (b) Sites maintain records of parent involvement and engagement.
- (c) Develop a written Parent Involvement Plan designed to balance home, school, and community participation based on Needs Assessment of families.
- (d) Maintain a monthly Parent Involvement Calendar during the year.
- (e) Conduct home visits, for high-need families, by CPC P-3 staff.
- (f) The PIL and PRT establish a Parent Advisory Group for the center.
- (g) A Parent Resource Room dedicated to parent and family activities is available.
- (h) Provide a variety of opportunities for participation during alternative times during the day (e.g., earlier in the morning vs. later in the morning).

A. NEEDS ASSESSMENT RESULTS

A1. Summarize what you found in the Needs Assessment of families. (Example: Parents are interested in GED courses offered locally, parents want information on health insurance, etc.)

A2. Are you providing anything new to families this year as a result of what you discovered in the Needs Assessment? Please explain.

B. PARENT INVOLVEMENT IN YOUR SCHOOL

B1. Provide examples of activities that you plan to offer at your school for each category of parent involvement in the chart below.

Parent Involvement Category	Example
Parent involvement in school	
Volunteer in child’s classroom	
Volunteer for class field trips	
Participate in school decision-making	
Child development and parenting	
Child development	
Parenting skills	
Language, math, and science	
Language and early literacy	
Math / science	
Health, safety, and nutrition	
Health, physical screening, exams	
Nutrition education or cooking	
Career, education, and personal development	
Adult education or GED courses	
Employment or job skills training	
Financial skills	
Field and community resources	
Field trips in the community	
Volunteering in the community	

B2. How does the program communicate about parent involvement opportunities to preschool–1st grade families (e.g., newsletter, phone calls, home visits, School-Community Representative)?

B3. Describe any barriers to parent involvement experienced in your school.

Preschool family barriers:

Kindergarten family barriers:

1st grade family barriers:

2nd grade family barriers:

3rd grade family barriers:

B4. How do you engage difficult-to-reach families?

Preschool families:

Kindergarten families:

1st grade families:

2nd grade family barriers:

3rd grade family barriers:

C. FUTURE PLANS

Instructions: The PIL, in collaboration with the PRT, Head Teacher, and Principal, should complete this section.

C1. ALIGNMENT: Who will have leadership responsibilities for the alignment of parent involvement opportunities from preschool to 3rd grade?

C2. ALIGNMENT: How will you plan for alignment of parent involvement opportunities from preschool through 3rd grade?

C3. Estimate the percentage of parents that will be involved for each of the six categories:

	% Preschool	% Kdg.	% 1st gr.	% 2nd gr.	% 3rd gr.
Volunteering in classrooms/field trips/PTA/PAC					
Child development and parenting					
Language, Math, and Science					
Health, Safety, and Nutrition					
Career, Education, & Personal Development					
Field and Community Resources					
Overall involvement across all domains					

D. WORKING WITH THE COMMUNITY

D1. Please attach a list of community partners you work with to provide services to families.

Instructions: Once this Parent Involvement Plan is completed and signed below, this form should be maintained in the CPC files.

Signature of Parent Involvement Liaison

Signature of Parent Resource Teacher

Signature of Principal

Signature of Head Teacher