



381 E. Robie Street | Saint Paul, Minnesota 55107

2019-20 FAMILY ENGAGEMENT PLAN

Guadalupe Alternative Programs (GAP) is a community-based education and social service non-profit agency serving at-risk young people and their families in the Twin Cities. GAP School is an accredited alternative school, grades 9-12, and a contracted site of the St. Paul Public Schools.

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.

| Welcoming Environment | |
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| <p>Our school has staff member(s) available for families to discuss this plan and ask questions</p> | <p>Patty Karsko, Director of Education pkarsko@gapschool.org; 651.262.5831</p> |
| <p>Our school communicates with families in many ways.</p> | <ul style="list-style-type: none"> • GAP staff meet parents/guardians at the initial interview. From this first meeting, GAP staff intentionally work to develop positive relationships with parents/guardians of GAP students. Parents/guardians should expect a phone call or text if their son/daughter is missing school or having barriers to school success. School progress reports are mailed home quarterly. • When parents/guardians contact school, we will respond within 24 hours. |
| <p>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.</p> | <ul style="list-style-type: none"> • For more about our work on racial equity, contact: Jody Nelson, Executive Director jnelson@gapschool.org |

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| <p>Transitions between schools can be challenging, and we work to help families as their children start and leave our school.</p> | <p>For new students and families, we support the transition by:</p> <ul style="list-style-type: none"> • Holding an initial interview with student, parent/guardian and key staff members • Tour the new student and their parent/guardian • Assigning the new student a staff advisor who keeps in close contact with the student’s home • Connect the new student to Student Board members to provide peer mentoring <p>For students and families moving to the next school in their pathway, we support the transition by:</p> <p>All GAP seniors participate in a Career Pathway (construction, health careers, Information Technology.) Each Career Pathway has a Transitions Coordinator tasked with developing an individualized plan for each student/graduate. Activities to support the transition from high school to full-time employment with a livable wage or to post-secondary education/training include campus visits, visits to apprenticeship centers, attendance at job and career fairs, assistance in filling interviewing skills and filling our applications and FAFSA forms.</p> |
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| Family Partnerships | |
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| <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: in the student/parent handbook given out at the initial interview and at student/parent/teacher conferences • The compact will be updated: May 2020. |
| <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 - 11/21/19 • Culture Day; Holiday Dinner; Dias de los Muertos; Cinco de Mayo picnic • Parent/teacher meetings can be requested by either the parent or school staff. These meetings occur at school, in the community or in the home. |
| <p>We work to make these meetings and events available for every family in the school.</p> | <ul style="list-style-type: none"> • We provide translation of materials and interpretation at meetings and events in Spanish, Karen, Hmong, Somali and other languages as needed. |

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| | <ul style="list-style-type: none"> • We provide transportation for parents/guardians to remove this barrier for connection and participation. Children are always welcome. Food is provided when appropriate as is gift certificates. • GAP staff members have linguistic capacity in Spanish, Hmong, Karen and Khmer. ELL students and parents/guardians are supported through interpretation, additional time to fill out documents, visual instructions, etc. |
| <p>Our school supports families as advocates and provides opportunities for parent leadership</p> | <ul style="list-style-type: none"> • Should a parent/guardian have concerns about their son/daughter’s progress in school or other issue, they have contact information for that student’s advisor. Should the issue still persist, they are encouraged to contact the Director of Education or the Executive Director. • GAP staff members receive professional development on being a trauma-informed school, child development, neurobiology related to learning, de-escalation, and developing positive relationships with parents and other caregivers. • Parents/guardians are surveyed yearly to gather their input related to strengths and weaknesses of the program as well as their ideas for changes or new offerings. At Parent/Teacher Conferences, they have the opportunity to give feedback regarding the school program and their experience. Often, there are “ad hoc” parent/guardian committees formed to review and update documents. |

| <p style="text-align: center;">Teaching and Learning</p> | |
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| <p>Our school shares information about student achievement with families in multiple ways</p> | <ul style="list-style-type: none"> • Students meet with all of their teachers on a monthly basis to review progress and make plans for improvement. The Mid-quarter form is given to the student to take home. The Quarterly Negotiation form is mailed home to the parent. • Parent-Teacher conferences will be held on 11/21/2019. |
| <p>Our school will engage in personalized learning as a key strategy to accelerate student achievement.</p> | <ul style="list-style-type: none"> • GAP teachers and trainers are engaged in a year-long professional development experience led by MCREL and focused on effective goal-setting. |
| <p>Many before- and after-school enrichment and support opportunities are available for students</p> | <ul style="list-style-type: none"> • GAP provides Extended Day enrichment opportunities daily (2:30-4:00.) Additionally, Summer School is a six week academic and enrichment program. |

Community Partnerships

Our school develops community partnerships to provide additional support for students and their families

- Metropolitan State University Social Work Department provides social work interns.

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 www.guadalupealternativeprograms, and printed copies are available in the office.