

**Wills Valley
Elementary School
2023-2024 Parent and Family
Engagement Plan**

1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including 1% set aside, and the right of parents to be involved.

At the beginning of each school year, Wills Valley Elementary invites all parents to attend its annual Title I meeting. The meeting consists of a presentation that includes an explanation of the school's Title I program and services, parents' rights, the 1% set aside and a general overview of the school's curriculum. Invitations to the meeting are announced through various platforms including sending a paper copy home with each student, social media posts, and individual cell phone text to each parent. All notifications are sent in English and Spanish in order to reach all parents. Parents are encouraged to ask questions and are given contact information for the system-wide parent involvement specialist.

2a) How there will be a flexible number and format of parent meetings offered; 2b) How parents will be involved in the planning, review and improvement of the Title I Program; and 2c) How funds allocated for parent involvement are being used in the school.

2a. Parents are given the opportunity to attend a variety of parental involvement activities throughout the school year. Delivery methods of activities and meetings include in person, through phone calls, and virtually. Realizing that parents have differing work schedules, activities and meetings are held at various times of the day, including morning, afternoon, and evening so that more opportunities are available. In addition, parent meetings are conducted in English and Spanish in order to accommodate the diverse population served at Wills Valley Elementary.

2b. Wills Valley Elementary School implements processes to ensure parental involvement in the planning, review and improvement of the Title I Program. A minimum of four parents serve on the CIP (Continuous Improvement Plan) team each year. These parents are involved in the development of the plan as well as the review of the plan throughout the school year through updates and meetings help with the CIP team as a whole. Along with these parents, two community leaders serve on the team. All parents are involved through the administration of parent surveys each year. Through these surveys, parents are able to provide input concerning parental activities, training, and materials for the upcoming school year. Survey results are used when reviewing and updating the plan. The plan is posted on the school website. Wills Valley Elementary has created a culture that encourages and validates parental input in all aspects of the school program.

2c. Parental involvement funds allocated for Wills Valley Elementary School are used to fund a portion of the cost to employ a parent involvement specialist at the district level. Remaining funds are used to provide materials and supplies (paper for important announcements and student take home/communication folders) to support the engagement of

parents in the school program.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children.

At the annual parent meeting, Wills Valley Elementary will hold a general session where information will be presented about the Title I programs, the curriculum, and forms of academic assessments used. Parents will be invited to visit their child's classroom after the Title I presentation. Prior to visiting the classroom, curriculum coaches give an overview to parents of the curriculum standards and expectations at each grade level. Teachers will provide additional information to parents on the subjects taught and how students are assessed. Parents will be informed on the process for scheduling parent conferences, and how they can participate in decisions related to the education of their child. Parents will be given a copy of the parent handbook, which includes more detailed information on school topics and a copy of the parental involvement plan. Wills Valley Elementary presently has approximately 300 children in K-2 that have non-English speaking parents. Interpreters are available to communicate with parents, as needed. In addition, documents are provided in Spanish.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated).

Wills Valley Elementary School revisits the School-Parent Compacts annually during the Federal Programs Advisory Council meeting held in May. This meeting includes teachers, parents, community leaders and administrators. All parents are given a copy of the compact at parent orientation. The compact is explained to the parents, and they are asked to sign the compacts signifying their commitment to working in partnership with the school and their child to ensure that their child is successful in school. The purpose of the compacts are explained to the faculty during the first faculty meeting and each teacher will be given the responsibility to explain the compact to the students and obtain the student's signatures. The teachers will also sign the compacts and keep them in the classroom for use during parent-teacher conferences. The compacts will be returned to the principal at the end of the school year and will be kept on file for five years.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan.

If a parent finds the plan to be unsatisfactory, they have the right to submit their concerns in writing to the school and the school will submit the concerns to the central office along with the CIP.

6. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children.

(See ESSA Sec. 1116, requirements for building capacity and parental and family engagement). To ensure effective involvement of parents and to support partnership among the school, parents, and the community to improve student academic achievement, our school:

(6a) Shall provide materials and training to help parents to work with their children to improve their children's achievement to foster parental involvement.

Wills Valley Elementary School will accomplish much of this through its annual Parent Engagement Night held in September and through Parent Conference Month held in October. During this time, parents will receive an overview of standards and expectations. They will also receive resources and information to assist them in helping their child succeed. In addition, an explanation will be given regarding Title I, what services will be offered, and how parents have the right to be involved in their child's education. Parents will also be given the opportunity to meet with their child's teacher and learn more about individual class assessments and what their role will be in helping their child succeed. A parent night will also be held in February. The school library will include a section of books that are specifically for parents. It will include resources that will assist them in learning more about helping their child be successful in school.

(6b) Shall educate teachers, office personnel, and other school staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.

Wills Valley Elementary School CIP Committee works diligently to ensure that all parent information and training is closely aligned with the school's identified goals. Throughout the year, parent meetings are held that address topics identified by parents on the survey as important to them and topics that are aligned to our goals and objectives. Since our CIP Committee identified academic achievement, attendance, and English language proficiency as areas for focus and growth, the school will hold parental involvement meetings on these topics and provide parents with related materials. The school also provided training for parents during parent night on how to access Seesaw, an app that the students use on their iPad that creates a portfolio of the student's work. The parents can keep a close look on what is going on in the classrooms by watching videos of their child explaining a class project or assignment.

(6c) shall to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Wills Valley will continue to work with its teachers through in-services, faculty meetings, common planning meetings, data meetings and grade level meetings to give them a better understanding of the importance of parental involvement and how parents are partners in education. Administration will work closely with our parent facilitator in planning parent involvement activities and providing materials that best meet the schools identified goals. Teachers will use remind, class dojo, and Seesaw to keep parents informed.

(6d) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the

extend practicable, in a language the parents can understand.

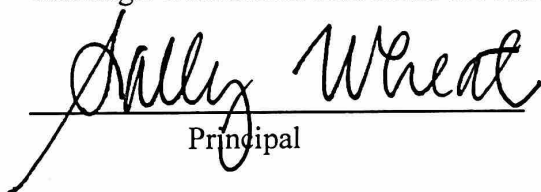
Wills Valley Elementary School strives to coordinate and implement parent involvement programs that reach the needs of all parents. Two bilingual translators are on campus full time as well as a full time bilingual classroom teacher. Meetings and training sessions are translated for parents, as needed. The parent involvement specialist meets regularly with stakeholders to maximize the benefits of all parent involvement activities and to ensure that all activities are aligned with the CIP goals.

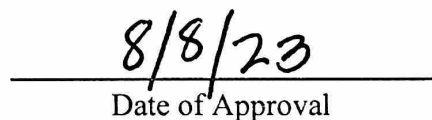
(6e) Shall provide such other reasonable support for parental involvement activities as parents may request.

All parental requests are considered and addressed by the appropriate personnel.

7. Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.

Wills Valley makes every effort to work with parents in meeting their requests as related to their involvement in their child's education. Once results from the latest parent survey are collected, training sessions are developed based on the results. The parent involvement specialist will work closely with the faculty to provide training opportunities for parents during school hours and after school hours as needed. Wills Valley has two translators who are able to translate information in person on a daily basis. Translators are provided for parent conferences and parent meetings. Documents sent home are translated to Spanish for non-English speaking parents.


Principal


Date of Approval