

Title I School-Level Parent and Family Engagement Policy

Woodbury Elementary School

2022-23

2.0 With approval from the local governing board, [Woodbury Elementary School](#) has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

[Woodbury Elementary](#) has jointly developed with and distributes to parents a School Parent and Family Engagement Policy and School Plan for Student Achievement (SPSA) that the school and parents agree on. Our school involves parents in the process in an organized, ongoing, and timely way.

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how [Woodbury Elementary School](#) shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

[Woodbury Elementary](#) convenes an annual meeting to inform and distribute to parents the School Parent and Family Engagement Policy and information about Title I school programs, including: their child's and/or school's participation in school programs; the requirements of the school programs; and the parent's rights to be involved. Our annual meeting is held at the beginning of each school year.

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

[Woodbury](#) provides parents opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible. Our school holds a flexible number of meetings at varying times, and provides transportation, childcare, and/or home visits, paid for with Title I or other funding as long as these services relate to parental involvement.

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

Woodbury Elementary School utilizes our School Site Council (SSC) to jointly develop and publish the School Parent and Family Engagement Policy and to plan, review, and revise our School Plan for Student Achievement (SPSA). In addition, our SPSA has been developed with the review, certification, and advice of the school English learner advisory committee (ELAC). Our SSC is comprised of representatives from each stakeholder group as required in EC Section 65000[c][1] and follows the meeting requirements and procedures set forth in EC Section 35147.

d) The school provides parents of participating children with the following:

i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

Woodbury Elementary convenes an annual meeting to inform and distribute to parents the School Parent and Family Engagement Policy and information about Title I school programs, including: their child's and/or school's participation in school programs; the requirements of the school programs; and the parent's rights to be involved. Our annual meeting is held at the beginning of each school year.

ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

Woodbury Elementary provides parents a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Our school, with the assistance of the district, provides assistance to parents of children served by the school in understanding topics such as the following: a) the State's academic content standards; b) the State's student academic achievement standards; c) the State and local academic assessments including alternative assessments; d) the requirements of Title I (if applicable); e) how to monitor their child's progress; and f) how to work with educators. These opportunities are shared with parents through Back-to-School Night, individual parent-teacher conferences, on our school's webpage, 10 Commandments, and 40 Developmental Assets.

iii. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

Woodbury Elementary staff and administration encourage all parents to contact the administration if they have suggestions, questions, or would like to make comments regarding programs and activities or their child's progress. In addition, parents have the opportunity each school year to complete the District parent survey which is disaggregated by site. Information from the survey is used by site administration and SSC to help make decisions.

e) If the schoolwide program (SWP) plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

Woodbury submits to the district Office of K-12 Educational Services any parent comments if the SPSA is not satisfactory to them.

2.2 Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

- a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

Woodbury Elementary provides parents a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet at Back-to-School night and during parent-teacher conferences. Woodbury staff, with the help of the district, provides assistance to parents of children served by the school in understanding topics such as the following: a) the State's academic content standards; b) the State's student academic achievement standards; c) the State and local academic assessments including alternative assessments; d) the requirements of Title I (if applicable); e) how to monitor their child's progress; and f) how to work with educators. In addition, parents are encouraged to come to the school to meet with one of our school community liaisons if they have questions regarding their child's academic progress.

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

Woodbury Elementary provides parents a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet at Back-to-School night and during parent-teacher conferences. Woodbury staff, with the help of the district, provides assistance to parents of children served by the school in understanding topics such as the following: a) the State's academic content standards; b) the State's student academic achievement standards; c) the State and local academic assessments including alternative assessments; d) the requirements of Title I (if applicable); e) how to monitor their child's progress; and f) how to work with educators. In addition, parents are encouraged to come to the school to meet with one of our school community liaisons if they have questions regarding their child's academic progress.

- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other 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. (20 U.S.C. § 6318[e][3])

Woodbury Elementary administration, teachers, and staff spend time during the opening staff meetings each year to discuss and plan parent engagement strategies as well as strategies for fostering effective parent communication and ways to engage parents in understanding and making decisions regarding their children's academic progress.

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

School administration collaborates with District Parent and Community Outreach staff to ensure that the parent support being provided by Woodbury Elementary School is appropriate and that the site has all resources necessary. In addition, Woodbury Elementary staff direct parents in need to one of the District's five Family Resource Centers (FRCs) which serve as hubs for families and students across the district to access critical services in areas like food, health care, housing, mental health counseling, immigration counseling, victim assistance, and more.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

Woodbury Elementary notifies parents about the School Parent and Family Engagement Policy in an understandable and uniform format and, to the extent practicable, distributes this policy to parents in a language the parents can understand (for languages exceeding 15% of the school population, information is provided in those languages). The school makes the School Parent and Family Engagement Policy available to the local community, by placing it on the school's website and through the front office.

- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

Parents are encouraged to seek assistance and support as necessary by contacting the school community liaisons and school administration in the school office, and are provided the opportunity to suggest programs and support activities on the annual strategic plan survey.

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, [Woodbury Elementary School](#), to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing

information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, school parent liaisons will communicate and collaborate with the Office of Student Services and the Office of K-12 Educational Services to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand.

Woodbury Elementary School has a separate Parent-Student-School Compact.