**Woodrow Wilson Elementary School**

 **1317 N. Baker Street**

 **Santa Ana, CA 92706**

 **(714) 564-8100**

**Title I School-Level Parent and Family Engagement Policy**

Wilson Elementaryhas developed a written Title I parent and family engagement policy with input gathered from Title I parents and family members at our annual parent meetings. We have distributed the policy to parents and family members of Title I students in our annual Back-to-School Information packet. The policy describes the means for carrying out the following Title I parent and family engagement requirements [*20 USC* 6318 Section 1118(c) and (g) inclusive].

 **Involvement of Parents in the Title I Program**

To involve parents in the Title I program at Woodrow Wilson Elementary, the following practices have been established:

* Wilson Elementary convenes an annual meeting to inform parents of Title I students about Title I requirements and the rights of parents under the Title I program. Wilson holds annual Title I meetings in September/October to review policies, rights, and program information pertinent to Title I (20 USC 6318 (c)(1)).
* Wilson Elementary offers a flexible number of meetings for Title l parents. Meetings are held monthly or bimonthly and both morning and evening meetings are made available to families. Wilson also holds open meetings with School Site Council (SSC) and English Learner Advisory Committee (ELAC). Parents are invited to attend the Title I meetings through newsletters, flyers, text messages and automated phone calls (20 USC 6318 (c)(2)).
* Wilson Elementary involves parents of Title I students in a structured, ongoing, and timely manner. Staff and parents work together to plan, review, and improve Wilson’s Title I programs and the Title I parental involvement policy. Wilson involves Title I parents with opportunities for engagement through parent meetings/trainings, SSC, and ELAC. These meetings offer explanations of the school’s curriculum, the academic assessments used to measure student progress, the importance of attendance, and proficiency levels students are expected to meet (20 USC 6318 (c)(3)).

Wilson Elementary provides parents of Title I students with:

* timely information in English and Spanish about Title I programs. The information is provided to parents through flyers, home visits, automated phone calls, text messaging and informational meetings (20 USC 6318 (c)(4)(A)).
* a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards at our annual Title I and LCAP meetings. This information is provided at Back to School Night, Parent Meetings, ELAC, School Site Council Meetings, Progress Reports and Parent-Teacher Conferences (20 USC 6318 (c)(4)(B)).
* 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 USC 6318 (c)(4)(C)). All parents are encouraged to participate in decision-making at Wilson School by attending parent meetings, volunteering, observing, and participating on both school and district committees. Parents are offered trainings and parent education programs at both the school and district levels to develop the skills and knowledge to successfully support their child’s education.
* the opportunity - if the schoolwide program plan is not satisfactory to the parents of participating children – to submit any parent comments on the plan when the school makes the plan available to the local educational agency. Parent feedback is requested at all Title I and LCAP meetings, as well as at both ELAC and School Site Council meetings, through parent surveys conducted annually (20 USC 6318 (c)(5)).

**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 with Title I, Part A funds – and, Wilson Elementary has established the following practices:

* Wilson Elementary provides parents with assistance in understanding such topics as the challenging State academic standards, State and local 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 USC 6318 (e)(1)). Parents are provided opportunities to foster improved student achievement through parent-teacher interactions, Back to School Night, parent conferences, parent meetings/trainings, and Open House.
* Wilson Elementary provides parents with materials and training to help parents work with their children to improve their children's achievement (20 USC 6318 (e)(2)).
The school provides home access to programs such as TumbleBooks Reading, ST Math, and Lexia Reading. Classroom teachers also provide materials and trainings by grade level for parents.
* Wilson Elementary 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 USC 6318 (e)(3)). At the beginning of each school year, staff members are trained in the importance of partnering with and involving parents in school activities, meetings, and opportunities for volunteering and/or observing in the classroom with the goal of improving student achievement.
* Wilson Elementary, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as a monthly food bank and an on-site Parent Wellness Center, to encourage and support parents to more fully participate in the education of their children (20 USC 6318 (e)(4)). These programs include Migrant Education, Head Start, Gifted and Talented Education (GATE), and English Language classes offered through Santa Ana Community College.
* Wilson Elementary ensures that information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parents can understand (20 USC 6318 (e)(5)). Wilson Elementary communicates all information to parents through flyers, banners, newsletters, text messages and automated phone calls in both English and Spanish.
* Wilson Elementary provides such other reasonable support for parental involvement activities as parents may request (20 USC 6318 (e)(14)). Parents are given access to computers, copy machines, materials, and school facilities to provide support for facilitating parent involvement activities. Wilson Elementary has a bilingual community liaison to connect families with community organizations and resources that help support parent involvement in their child’s education.

**Accessibility**

Wilson Elementary, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migrant students) including providing information and school reports are provided in a format and language that parents understand (20 USC 6318 (f)). Wilson Elementary uses various forms of communication to reach parents with limited English proficiency, disabilities, and migrant worker status. Letters, handouts, audiovisuals, automated phone calls, personal phone calls, text messaging, home visits, and parent meetings are distributed or conducted in both English and Spanish.