

# Wetumpka Elementary School

## 2022-2023 Parent and Family Engagement Plan

I. 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 the 1% set-aside, and the right of parents involved. (Sec. 1116(c)(1))

Wetumpka Elementary hosted a Schoolwide Title I Annual Parent Meeting for all parents. The meeting was held at a time that was convenient for the parents based on the Parent Survey. There were two meetings available to help with parental involvement. One of the meetings was presented in English and the other in Spanish. Invitations were sent to parents well in advance of the meeting in the primary language of the home. Reminders were sent from the homeroom teacher in weekly newsletters. Topics discussed included the Continuous Improvement Plan, the Parental Involvement section of the plan, the school's curriculum and State's content standards, the importance of the School-Parent Compact, how the Schoolwide Title I Program can benefit students, the use of federal Parental Involvement funds, and the right of parents to be involved. Currently, 100% of our teachers are HQT. Parents are given many opportunities to be involved. Some of the activities that our parents have participated in are: Annual Honors Day Program, individual classroom activities and field trips, WES Fest, Read Across America, and Reading Rockers, the volunteer readers.

2a. Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

In addition to the Title I Annual Parent Meeting held in September, a Parent Advisory Meeting is convened during the second semester and scheduled at a time convenient for parents based on the Parent Survey. Invitations are issued in the primary language of the home. The information is also posted on the school's social media page and parents receive notification through Remind 101. A bilingual PowerPoint presentation is planned for both meetings to disseminate required program information. Parents are invited to visit the Intervention staff on Open House to take home brochures, pamphlets, and/or videos from the parent center on topics such as "Secrets for Making Children Want to Read" and "How to Work with Your Child's Teacher." Parents are invited to visit the resource rooms of the Intervention staff to observe their child engaged in activities and to observe the teacher's methods to model at home.

Parent conferences are scheduled at the time most convenient for parents. Teachers communicate freely with parents using various tools such as email, phone calls, Remind, and class dojo. Parents are provided with newsletters with each Report Card and social media accounts along with the school website share relevant and timely information to encourage parental involvement. Virtual Learning days in September and January are

utilized to arrange meetings with parents when needed as well.

2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making).

A Parent Survey is sent to all parents annually. The results are reviewed at the Parent Advisory Meeting and recommendations from our parents can be made for program improvement. Parents on the BLT (Building Leadership Team) committee are involved in writing the Alabama Continuous Improvement Plan (ACIP). All parents have access to reading the completed ACIP through the county website, school website, the parent resource room, and the main office. Parents serve on our school's Parent Advisory, as well as on the county Parent Advisory. The Parent Involvement Plan and the use of federal Parent Involvement funds are also presented for discussion and review. Parents are given an opportunity to make suggestions for change and improvement in any document that is presented or any aspect of the program. Parents will vote on how federal Parent Involvement funds can be best utilized to improve the academic success of students.

2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

Wetumpka Elementary uses its federal Parental Involvement funds as follows: to maintain our Parent Center which is equipped to meet the needs of parents; to fund parenting brochures, booklets, and videos in the Parent Center; to provide take-home parent-child reading activities; to provide take home parent communication folders, to provide bilingual take-home reading activities, and to provide any resources needed to promote successful parent meetings.

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. (Sec. 1116(c)(4)(A)(B)(C))

Parents may receive Schoolwide Title I information in "Tuesday Folders" sent home weekly by the homeroom teacher, from the school website, in the WES and Elmore County Parent Brochures, at the annual School wide Title I Parent Meeting, the Parent Advisory meetings, in the ACIP, or at conferences requested by the parent or teacher. Parents will be given a variety of options for communicating with the Intervention staff, including email and website addresses and the in-school phone extension. For non-English speaking parents, our school employs a full time bilingual parent liaison fluent in Spanish for written and/or oral translation.

TransACT and Word Translate are used as needed to translate documents into multiple

languages. The Schoolwide Title I Program and ESL Program will be explained at the annual Parent Meeting. ESL coordinators meet with EL parents of LEP students to discuss the results of the ACCESS. A question and answer time will be scheduled during all meetings on the content and structure of the Schoolwide Title I Program, based on results from the Spring Parent Surveys. Parents feel they are welcome at the school, and they are included in decision making. They feel the teachers keep them informed through regular communication.

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). (Sec. 1116(d))

The School-Parent Compact shares responsibility for academic improvement for students by providing goals and a statement of commitment from parents, students, and school staff to promote academic excellence. Each stakeholder has a section devoted to his/her individual responsibility in reaching the goals and signs the compact. Teachers, administrators, counselors, and parent representatives on the BLT and the ACIP Committee develop the School-Parent Compact. It will be reviewed annually by the BLT, the CIP Committee, and the Parent Advisory, and changes made if appropriate. The compact is housed with the student's homeroom teacher during the school year. It is then filed in the student's cumulative record at the end of the year. An additional copy is given to parents to keep at home. Both the home copy and school copy are shared as a reminder of the shared commitment. Compacts will be used in parent conferences to strengthen the home school partnership. The compacts are signed by the teacher, the parent/guardian, and the student.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))

Parents participate in the development of the Continuous Improvement Plan by serving on the committee to write the plan and therefore have input throughout its development. Parents are informed at Parent Advisory meetings that if they wish to disagree with the Continuous Improvement Plan, they may do so in writing.

Information on submitting comments of dissatisfaction with the plan is also found in the WES Parent Involvement brochure, which is available to all parents. Concerns with the CIP can be submitted in writing to the principal. The principal then submits the concerns to the BLT committee.

6a. 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 a partnership among the school, parents, and the community to improve student academic achievement,

our school:

Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

Wetumpka Elementary shall provide information to all parents on the state's academic content standards, state student achievement standards, and state and local academic assessments. Parents are also provided information on the Schoolwide Title I Program through our first semester Title I Parent Meeting, second semester Parent Advisory, and through our bilingual Parental Involvement brochure. Parents are invited to make appointments to meet with the Intervention staff to discuss monitoring their child's progress and to take home brochures, pamphlets, and/or videos from the parent center on topics such as "Secrets for Making Children Want to Read" and "How to Work with Your Child's Teacher." Parents are invited to visit the resource rooms of the Intervention staff to observe their child engaged in activities, and to observe the teacher's methods to model at home.

6b. 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 a partnership among the school, parents, and the community to improve student academic achievement, our school:

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.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: 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.

Wetumpka Elementary shall provide resource materials, activities, and parental

involvement materials to help parents work with their children to improve student achievement. We achieve this goal through a variety of take-home resources, such as the parent-child shared reading program entitled "We Both Read". Bilingual classic children's stories with tapes are available and can also be checked-out. The Parent Center houses a variety of resources parents may use to improve their child's academic achievement. Parents may also find volunteer opportunities and other ways to be involved through teacher newsletters. Our ESL bilingual parent liaison is conducting Rosetta Stone classes for out ESL parents in the ESL Resource Room Monday through Friday during the school day.

6c. 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 a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall to the extent feasible and appropriate, coordinate and integrate parent 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.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall to the extent feasible and appropriate, coordinate and integrate parent 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.

The WES Parent Resource Room is a resource for computers and other materials. All Wetumpka Elementary employees and parents are informed of the location of the center and how it is to be used. Information on the Parent Resource Room will be available on the WES website and in Elmore County and WES parent brochures so that parents might access these as needed.

6d. 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 a partnership among the school, parents, and the community to improve student academic achievement, our school:

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 extent practicable, in a language the parents can understand.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: 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 extent practicable, in a language the parents can understand.

Wetumpka Elementary shall include parents on decision-making committees such as the PTO, the Parent Advisory, and the BLT. All parents comprise the Parent Advisory and are encouraged to be active participants in their child's education.

School sponsored events such as WES Fest and Art Under the Stars are all widely attended. These collaborations strengthen personal ties between administrators, teachers, office personnel, other school staff, parents, and the community with the dual benefit of raising money for supplies and showcasing our school to the community. Office personnel are trained to assist parents when enrolling new students and to call upon the parent liaison if her services are needed. WES sponsors an Open House for each grade prior to the start of school for the purpose of meeting teachers, parents, and students, and for recruiting parents to assist and volunteer in a variety of ways. Parents on the BLT will help write the Continuous Improvement Plan. Each week, parents receive newsletters from teachers to stay abreast of what their child is doing at school. ESL Professional Development is planned throughout the year for administration and selected teachers from each grade level in order to better understand the cultural and academic challenges facing ESL students and their families. In turn, teachers that attend the in-services present the material to their respective grade level to increase the understanding of needs unique to this population. Parents are also encouraged to attend lunch with their child on the scheduled grades day.

6e. 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 a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide such other reasonable support for parental involvement activities as parents may request.

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school: Shall provide such other reasonable support for parental involvement activities as parents may request.

Wetumpka Elementary shall refer to the Home Language Survey to ascertain the primary language of the home. It is in this language that every effort will be made to communicate with parents. WES employs a full time parent liaison fluent in Spanish who is available for translation. Notices of meetings and all schoolwide forms are available in Spanish. TransAct and Word Translate are programs which translates documents into multiple languages and is utilized as needed.

7. Describe how the school will ensure the provision for 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 in a format and, to the extent practicable, in a language such parents understand. (See ESSA Sec. 1117(f))

Wetumpka Elementary shall provide support for parental involvement activities as requested by parents by utilizing the resources available to us. Parents can filter requests for parental involvement activities through the school administration, intervention staff, teachers, counselors, BLT, and the annual Parent Survey. Among the resources available to us are the Elmore County Parental Involvement Coordinator and the Alabama Parent Education Center.