

Willow Woods Parent Involvement Plan

In accordance with The No Child Left Behind Act of 2001

Parents, staff, and the building administrator have developed this Parent Involvement Plan in accordance with NCLB Section 1118 activities which are accomplished at **Willow Woods** in the ways listed in each section.

NCLB Section	Ways in Which Willow Woods Staff Accomplish these Activities
<p>1118 (c) (1) Convene an Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved</p>	<p>An annual meeting is held which includes information for parents on:</p> <ul style="list-style-type: none"> • Fall Parent Information meeting offered at a morning and afternoon time slot, with translation in Arabic at one time. • Recorded translated version shared on website • Parent Compact offered on website for reviewing • Spring Parent Information meeting TBD
<p>1118 (c) (2) Offer flexible number of meetings at times convenient to parents and provide transportation, child care, or home visits as it relates to parent involvement</p>	<p>Meetings are offered at times convenient for parents and if needed, transportation, child care, and home visits can be arranged:</p> <ul style="list-style-type: none"> • Fall meeting held before and after school for convenience of parents. Supports students' virtual schedules. • Meeting is offered in the form of a 'Coffee Hour' to promote participation based on successes in the past
<p>1118 (c) (3) Involve parents in an ongoing and timely way in the planning, reviewing, and improvement programs under Title I, including the development of the Parent Involvement Plan and schoolwide Plan</p>	<p>Parents are involved in the development of the school improvement plan and Title I Program development in the following ways:</p> <ul style="list-style-type: none"> • Fall and Spring Title I informational meetings • School Achievement data updates at PTCO meetings • End of the year parent surveys of the Title I program to find out the successes and areas for improvement • Monthly parent as partners meetings with open forum with time for questions
<p>1118 (c) (4) (A) Provide parents of Title I children timely information</p>	<p>Parents are provided information regarding the school programs in the following ways:</p> <ul style="list-style-type: none"> • Monthly newsletters • Monthly Parents as Partners meetings • School website and Title I teacher Schoology page • Letters home from classroom/Title I teachers • Fall and Spring Informational meetings • Class Dojo communications- school wide and individual classes • Calls home from School Community Liaison • Robo calls from principal • Pictures of activities on website • School marquis with updates
<p>1118 (c) (4) (B) Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the proficiency levels students are expected to meet</p>	<p>Parents are provided information about the school's curriculum, assessments, and proficiency level expectations in the following ways:</p> <ul style="list-style-type: none"> • Fall Title Meeting and Fall Open House • Fall and spring Parent/Teacher conferences • Parent Portal for grades 3-5 • Progress reports, district report cards, state assessment results • Monthly parent Coffee Hours to explain support activities to help with student achievement • IRP parent meetings –virtual or in person with translator

<p>1118 (c) (4) (C) Provide parents of participating Title I students opportunities for regular meetings to formulate suggestions, to participate in decision making as it relates to their child’s education, and to respond to any suggestions as soon as possible</p>	<p>Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways:</p> <ul style="list-style-type: none"> • Monthly parents as partners meetings • Informal meetings with parents either virtual, on phone or in person • Teacher email, dojo or Schoology messages • Parent representatives on PTCO • District provided surveys regarding choice of learning opportunity (virtual, hybrid) • Spring perception surveys
<p>1118 (c) (5) Ensure that if the schoolwide program plan is not satisfactory to parents of participating students, submit any parent comments on the plan when the school makes the plan available to the Local Education Agency</p>	<p>If parents are not satisfied with the school improvement plan or programs, they have opportunities to make comments by:</p> <ul style="list-style-type: none"> • Following Chain of Command protocol- first contact classroom teacher, meet with teacher and principal, and finally if conflict is not resolved address concern with district administration • Title I program surveys
<p>1118 (d) (1) Jointly, with parents, develop a compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement</p>	<p>Parent/Student/School Compact revised yearly, as needed to support SIP, School wide PBIS and school created mission and vision statements.</p>
<p>1118 (d) (2) (A) Include a schedule for Elementary Parent/Teacher Conferences, at least annually, during which the Compact will be discussed with parents as it relates to the individual child’s achievement</p>	<p>The Parent/School Compact will be shared annually at Title I meetings and Parent/Teacher Conferences each fall. This is an opportunity for the parents and the teacher to share ways in which they can jointly support the child’s learning at home and school.</p>
<p>1118 (d) (2) (B) Provide frequent reports to parents on their child’s progress</p>	<p>Student progress is reported to parents in several different ways at a variety of time throughout the school year including:</p> <ul style="list-style-type: none"> • Progress reports • Notes in agendas or on Schoology • Parent portal/Schoology • Individual behavior plans • Class Dojo communications • Personal phone calls and emails from teacher, support staff and administrator
<p>1118 (d) (2) (C) Afford parents of children receiving Title I services, reasonable access to staff, opportunities to volunteer, and participate in their child’s class, and observation of classroom activities</p>	<p>School staff ensure parents have access to communicate with them about their child’s education in a variety of ways including:</p> <ul style="list-style-type: none"> • Fall Open House • Title I informational meetings • Student communication agendas • Teacher emails • Translators and Language Line • Classroom helpers • Class Dojo communications • Monthly Coffee Hours • Swap Day material activities • Attend virtual lessons

<p>1118 (e) (1) Shall provide assistance to parents served by the school in understanding the State’s academic content standards, the State and Local assessments, and how to monitor their child’s progress</p>	<p>School staff annually shares the State’s content expectations with parents, the state’s annual assessment (M-STEP) with parents, and how to monitor their child’s progress.</p> <ul style="list-style-type: none"> • District website video with guides to understanding report card • Open House • NWEA scores sent home by district twice a year • MSTEP results sent home via mail • DRA score guideline discussed at conferences • WIDA reports with explanations during Title I meetings • Attendance during virtual classroom lessons
<p>1118 (e) (2) Shall provide materials and training to help parents work with their children at home to improve their children’s achievement</p>	<p>Staff will provide parents with appropriate materials and offer training in our school to enable them to support their child’s academic progress. These include:</p> <ul style="list-style-type: none"> • Classroom newsletters • School wide online programs- RAZ kids reading, Tumblebooks and other useful educational websites with parental support during monthly Coffee Hour meetings and Title I meetings • Links to curriculum enrichment online programs on school website • Material Swap days for extra content work for at home learning • US mail to provide necessary documents or material
<p>1118 (e) (3) Shall educate staff in the value and utility of parents’ contributions. Staff shall receive guidance in ways to reach out to parents, to communicate with parents, to coordinate and implement parent involvement programs, and to build relationships between the parents and the school</p>	<ul style="list-style-type: none"> • PBIS team regular meetings to create a plan for enhancing school community • School wide use of Dojo to create consistency for parents for communication • EL teacher provide support to teachers in communicating with EL families • Translators during conferences • Use of Language Line to communicate with parents in native language • Best Practice readings from educational journal discussed at staff meetings and Professional Learning Communities
<p>1118 (e) (4) Shall coordinate and integrate parent involvement programs and activities with other programs that encourage and support parents in more fully participating in the education of their children</p>	<p>Coordination with other programs for parent involvement includes:</p> <ul style="list-style-type: none"> • Open PTCO meetings with teacher representation • Including parent attendance at school activities, including those ones planned virtually • PTCO afterschool events which are explained at monthly coffee hours • Integrating material swap with PTCO events • Monthly Parent as Partners meetings
<p>1118 (e) (5) Shall ensure information is shared with parents in a language and format they can understand</p>	<p>Information is shared with parents in a language and format they can understand. Examples include:</p> <ul style="list-style-type: none"> • Translated surveys • Translated letters • Translator provided at Conferences • Language Line • Language Acquisition Teacher and Para-professional • Family Resource Assistant available weekly • Translated information shared at Parent as Partners meetings
<p>1118 (e) (14) Shall provide other reasonable support for parental involvement activities as parents may request</p>	<p>Parents are provided with other reasonable support such as:</p> <ul style="list-style-type: none"> • Meet the Teacher Open House where the District Student Code of Conduct is discussed in the District Handbook and passed out to parents • Monthly Parent as Partners meetings

	<ul style="list-style-type: none"> • Language Acquisition Teacher and Para-professional • Open communication with administrator • Special Ed support team • Family Resource Liaison • Summer Reading Programs • Pre Kindergarten programs, including drop in and summer reading opportunities
<p>1118 (f) Shall provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children</p>	<p>Staff provide opportunities for full parent participation:</p> <ul style="list-style-type: none"> • Flexible conference sign up times • IRP meetings with translation • Wheelchair accessible • Homeless families have transportation upon request • Hotspots for families in need • District provided laptops for any student in need • Translators for conferences • Monthly Parents as Partners meetings, virtual when necessary • School Community Liaison to assist with all communication