

Parent and Family Engagement Plan

Whitman Elementary School

A School-wide Title I, Part A Educational Community

Ratified: January 17, 2023

School Mission Statement

“We are a school community that is responsible, respectful, and safe. We work with our students to understand and develop empathy, as well as the ability to repair broken relationships. As a school community we will strive to foster positive relationships and actively engage in each student’s individual learning. We will set high expectations and form partnerships with parents and the extended community. Our mission is to develop young people who are able to positively contribute to their community by instilling in them the values of respect, responsibility, and a life-long love of learning.”

Communication with Parents and Families	
<p>A. How we will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community.</p> <p><i>(List actions)</i></p>	<ul style="list-style-type: none"> ● Be reviewed annually at the start of school with families at school conferences. ● Referenced in newsletter sent out to families. ● Copies will be available in office. ● Uploaded on building website.
<p>B. How we will inform parents of our school’s participation in Title 1 and explain the requirements and components, and the right of the parents to be involved.</p> <p><i>(Describe when and where the annual meeting will be held)</i></p>	<ul style="list-style-type: none"> ● Title 1 Parent Policy will be on file in the school office. ● Through Blackboard Message Parents will be given information about the school and Title one components. ● The plan will be shared annually at conferences. ● The school Parent Compact will be shared with parents at Fall conferences. It is also posted on our website.
<p>C. How we will offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, child care, or home visits, as such services related to Parent and Family Engagement.</p> <p><i>(Describe how flexibility is provided)</i></p>	<ul style="list-style-type: none"> ● Additional meetings will be scheduled and conducted as needed ● Information will be gathered by principal and shared during through Newsletters and parent activities. ● Families are encouraged to reach out to principal or staff to request meetings. ● Families are able and encouraged to schedule meetings with teachers and staff.
<p>D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school improvement plan, and the process of the school review and improvement under Section 1116.</p> <p><i>(List actions)</i></p>	<ul style="list-style-type: none"> ● Parents are encouraged to attend PTG meetings and read monthly newsletters where SIP plan will be shared and feedback will be provided. ● A Blackboard Message is sent out to inform parents about the review of the School Improvement Plan. ● Notification of information regarding the School Improvement Plan will be issued in the Monthly Newsletter.

<p>E. How we will provide parents—</p> <ol style="list-style-type: none"> 1. Timely information about Title 1 programs. 2. 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. 3. 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 practically possible. <p><i>(List actions)</i></p>	<ul style="list-style-type: none"> • Information will be given out in monthly newsletter. • A printed document explaining title will be presented to all families during fall conferences and through the newsletter, it will also be available in the office. • Report card will be given 2 times a year outlining academic expectations and student progress. • Parents are encouraged to contact staff to schedule individual meetings regarding their child’s progress.
<p>F. How we will shall jointly develop with parents for all children, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.</p> <ol style="list-style-type: none"> 1. How will the compact be shared with families? 2. How we will provide frequent reports to parents on their child’s progress. 3. How we will provide parents with reasonable access to staff and opportunities to participate as partners in the education of their child. 4. Provide for regular two-way meaningful communication between families and school staff and to the extent practical, in a language the family can understand 	<ul style="list-style-type: none"> • School-Parent Compact will be reviewed annually at the fall conferences. • School-Parent Compact will be referenced in newsletter • School-Parent Compact will be shared during Fall conferences. Copies will be made available in the office. • Parents will receive monthly communication on their child’s progress from teachers throughout the year. Updates will be provided informally on an ongoing individual basis dependent on student needs. Families will receive formal progress reports each semester (February and June). They will receive a formal update on their child’s progress during twice yearly conferences (September and January). • The Blackboard Messenger system will be utilized to communicate with all families regarding events by phone through a recorded message. • Families are invited to volunteer in classrooms and/or schedule a time to visit classrooms. • Parents may request meetings via email, phone, or in person. Appropriate staff will respond and attend requested parent meetings. • When attending conferences, parents are encouraged to actively participate in decisions regarding interventions on behalf of their children. • Staff provide families with regular communication such as weekly newsletters and classroom websites. Students in grades K-2 have a nightly communication folder that goes between home and school each day. Students in grades 3-6 have an AVID planner that goes between home and school each day.

	<ul style="list-style-type: none"> The school utilizes district interpreters as needed to provide language translations during conferences and for written communications. Staff are encouraged to access interpreters and/or the Language Line as needed to communicate with families throughout the year.
G. How we will assist parents in understanding challenging state standards and how to monitor their child's progress in partnership with the school	<ul style="list-style-type: none"> Parents are invited to 2 conferences a year. Students grades 3-5 will receive annual OSPI report on SBA scores. Parents will be invited to activities that support them on how to learn how to engage with their child's learning.
H. How we will provide materials and training to help parents work with their children in partnership with the school	<ul style="list-style-type: none"> Parents and families will attend math and literacy nights throughout the year. Parents will attend focused Parent activities designed by individual grade levels.

<p>Title I</p> <p>Parent Involvement/Communication Opportunities Throughout the Year</p>
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Daily Opportunities

Home Communication	<ul style="list-style-type: none"> Folders/binders are sent home daily with school communications and homework. AVID binders and planners will be used in multiple grades. Students are expected to share planner nightly and families are expected to sign planner each night. Announcements and weekly newsletters will be given to families.
Family Involvement Calendar	Due to the ever changing environment. Monthly newsletters will be used to communicate monthly activities for families.
Whitman Website	Provides information regarding school events, important information, and classroom updates.
Hand Book	Parent will receive a monthly calendar explaining school expectations and family events. Weekly and monthly newsletters bulletins will communicate to families expectations and activities.

Weekly/Ongoing Opportunities

Newsletters	Provides pertinent school information, ideas on how to help children and an upcoming events calendar. It is sent home monthly.
Person to Person Communication	Staff meet with parents during start of year Meet and Greet, October and March conferences, and as needed. Staff connect with individual families outside before and after the school day.

Phone calls and Emails	Staff will effectively communicate with families via phone and email when necessary.
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Fall Opportunities

WA Kids	Teachers and parents meet and discuss in-coming kindergartners. Teachers are able to gather data related to kindergarten readiness.
Open House/Meet and Greet	Families are able meet teachers, visit classroom and meet principal and staff.
Conferences	Opportunity for families to meet with teacher and learn about student academic and behavior progress and goals.
Literacy Night	Various nights throughout the year to dedicated to working with parents to help students to retell stories and work on comprehension.

Winter Opportunities

Math Nights	Various nights throughout the year to dedicated to working with parents to help students practice math that is connected to school learning.
Grade Level Parent Events/Literacy Night	Grade Levels create opportunities for parents coming into the building during the school day to showcase student work and support parents with skills to help support students.

Spring Opportunities

Spring Conferences	Opportunity for families to meet with teacher and learn about student academic and behavior progress and goals.
Transition Parent Night	6 th grade parents will meet with teachers and counselors to get information pertaining to the transition to middle school.
STEM Night	Opportunity for parents to learn about the options in STEM and how Math connects to real world application.

Summer Opportunities

Kindergarten Roundup	Opportunity for families and students to meet teachers and become familiar with the classroom and school. Families are provided with information about kindergarten success and skills to work on over the summer.
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