

West Central School District

Title I District Parent and Family Engagement Policy & Plan

“To prepare all students for learning and living in a changing world.”

The West Central School District Parent and Family Engagement plan is a comprehensive plan that will help develop a meaningful partnership to meet the needs of families, school, and the community. Our district believes that durable and significant learning by a student is more likely to occur when there is an effective partnership between the school and the student’s parents/guardians and families. Our goal is to welcome parents and their contributions to our school district. Family engagement is the mutual responsibility of families, schools and communities which builds relationships to support learning and achievement.

Parent and Family Engagement means the participation of parents in ongoing and meaningful communication involving student academic learning and other school activities, including and ensuring:

- that parents play an integral role in assisting their child’s learning;
- that parents are encouraged to be actively involved in their child’s education at school;
- that parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

The West Central School District will involve Parents in jointly developing the district parent and family engagement policy by:

- Scheduling an annual meeting in the spring to jointly create, review, and revise the district parent and family engagement policy and explain their right to be involved.
- Welcoming and encouraging parents to submit comments to the Parent and Family Engagement policy at any time. They may contact their principal.
- Surveying families and use the information gathered from the surveys to develop strategies to improve family engagement.

The West Central School District will establish Objectives for meaningful parent and family engagement by:

- Providing information for parents and teachers to implement effective engagement, to increase communication and to develop positive relationships between home and school.
- Making communication between home and school a priority at each school. Schools will develop communication tools to enhance the communication between home and school.
- Creating a family friendly environment and inviting families into the school.
- Connecting our community with the school to support the learning and development of students.

The West Central School District will provide the coordination, technical assistance and support necessary to assist Title I schools in planning and implementing effective parental involvement activities to support academic achievement and school performance by:

- Providing information to families on State Standards and assessments.
- Offering a West Central Family Engagement Information Booth at the Trojan Bowl each September.

- A presentation at the Trojan Bowl/Annual Title I Parent Meeting which explains the required parent/family engagement. A handout is provided for each parent. The form contains a detachable form to allow parents to make comments, suggestions or voice complaints.
- Coordination between the following entities will help meet the needs and will provide information to parents; classroom teachers, and special education director, reading and math interventionists, guidance counselors, ELL instructor, PTO officers and principals.
- Conduct and/or provide other parent training sessions as needed or requested, i.e. homework tips, technology training, reading and math tips, etc.

The West Central School District will build the schools and parents' capacity for strong parental involvement and develop strategies to support successful school and family interactions by:

- Offering activities to involve parents include The Trojan Reading Bowl, Elementary Showcase Night, open opportunities to volunteer in the classrooms, parent / teacher conferences, classroom parties, assemblies, and other activities. Notices to parents go home via email, newsletter, and notes with invitations to the above activities.
- Helping teachers/staff and families develop strong partnerships and enhance communication between parents/families and school staff. Developing family contact logs for teachers with families' contact information and preferred way to be reached. Then, encourage school staff to reach out to families. Set a goal for a number of positive communications per month for staff between school and home.
- Utilizing Class Dojo, email, and the West Central Facebook pages, or other means of communication, to ensure that families are receiving information about school.
- Using school to connect students and families to community resources.
- Providing full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- Assisting parents/guardians of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - the State's academic content standards,
 - the State and local academic assessments including alternate assessments
 - Parents will be provided information through the district website and are also discussed during the Annual Parent Information Meeting held in the fall of each school.
 - How to monitor their child's progress,
- Scheduling biannual Parent Teacher Conferences. Teachers will be available for parent/teacher conferences at the scheduled times. Parent/teacher conferences can also be scheduled at a parent's request throughout the school year.
- Distributing Progress reports each nine weeks.
- Communicating to parents/guardians via a link to each school is accessible at www.westcentral49-7.com. Teacher/staff emails, the Infinite Campus Parent Portal, links to Facebook pages can all be found here. Usernames and passwords for Infinite Campus are sent home to parents by the school.

The West Central School District will coordinate and integrate parent and family involvement strategies under Title I with parent and family engagement strategies to the extent feasible and appropriate with other relevant federal programs by:

- Consulting with local Head Start to ensure a smooth transition between preschool and school and a smooth transfer of records.
- Providing a kindergarten screening for all students that are age 5 by September 1st. Many materials are provided to parents in their kindergarten packets given to parents at this screening. KinderKamp is offered for a week each summer.

The West Central School District will conduct with involvement of parents and family members an annual evaluation of the district policy:

- Involving parents and staff annually in a meeting/discussion to review the district's parent and family engagement policy as well as the building level policies and parent and teacher compacts. Input will be used to revise the policy if necessary. School leadership will ensure the documents are reviewed and updated each year.
 - The evaluation may include -
 - a. effectiveness of the parental involvement plan
 - b. identifying any barriers to lack of parental involvement
 - c. modify the plan as necessary.
- Identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).
- Evaluation results will be used to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policy and plans.
- Additional revisions are accomplished through email and telephone communications. Information gleaned from the annual parent meeting, parent surveys, email correspondence, telephone logs and personal contacts will be considered when formulating the final drafts of the family engagement plan and policies.

The West Central School District will involve parents in the activities served under the Title I Program by:

- Supporting school staff in the ongoing process of involving and encouraging parents as partners in their child's education.
- Informing families of school goals.
- Creating a safe and welcoming environment where families feel welcome at school.
- Involving parents as partners in decision making.

If there are any questions or concerns, please contact the Title Staff in Hartford at 605-528-3215 or in Humboldt at 605-363-3131 or 605-528-3325.

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