

**Dillon Elementary Parent and Family Engagement Plan in  
accordance with the *Elementary and Secondary Education Act of 1965 (ESEA)*, as  
amended by the *Every Student Succeeds Act of 2015 (ESSA)***

Parents, staff, and the building administrator have developed this Parent and Family Engagement Plan in accordance with the ESSA Section 1116 activities which are accomplished at Dillon Elementary in the ways listed in each Section.

<b>ESSA Section</b>	<b>Ways in Which <u>Dillon Elementary</u> Staff Accomplish These Activities</b>
<p><b>1116(b)(1)</b> This Plan has been jointly developed and distributed to parents and family members in a language that can be understood. The Plan is updated periodically to meet the changing needs of parents and the school.</p>	<p>Describe the development of the Plan, including the stakeholders involved, the steps taken to ensure the Plan is understood, and the process for updating the Plan. <u>The plan was developed through meetings with families, staff, administration and community members. Every spring, stakeholders provide input through surveys, suggestion boxes and meetings. The revised plan is presented to stakeholders at the annual meeting in the fall for approval.</u></p>
<p><b>1116(c)(1)</b> 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:  <u>Dillon Elementary School will:</u>  <u>-Hold an annual school-wide Title 1 meeting in the fall that all parents are invited to attend.</u>  <u>-Discuss the School Improvement Plan, review the School Wide Parent Involvement Policy, explain our Title 1 program and interventions, and inform parents of opportunities for them to be involved in to help their child be successful.</u> <u>-Distribute written and/or electronic notification of the meeting to all parents.</u></p> <p>How are parents encouraged to attend?  <u>Parents and caregivers are encouraged to attend by personal invitation at the open house, flyers, Google classroom, teacher messenger apps, the district's Facebook page and website. School also offer incentive through raffles with building funds.</u></p>
<p><b>1116(c)(2)</b> Offer flexible number of meetings at times convenient to parents and provide transportation, childcare, or home visits as it relates to parental involvement.</p>	<p>Meetings are offered at times convenient for parents and if needed, transportation, childcare, and home visits can be arranged:  <u>Dillon Elementary School will host/provide:</u>  <u>-Open House</u>  <u>-3 to 5 family engagement events</u>  <u>-Parent/Teacher Conferences</u>  <u>-Field Day</u>  <u>-Flexible IEP times (in person and/or virtual)</u>  <u>-Student recognition assemblies</u>  <u>-Parent Club Meetings</u>  <u>-Classroom volunteers (when allowable)</u></p>

**ESSA Section Ways in Which School Staff Accomplish These Activities**

	<u>-Provide childcare, transportation, and home visits as needed</u>
<b>1116(c)(3)</b> Involve parents in an organized, ongoing and timely way in the planning, reviewing, and improvement of Title I programs, including the development, review, and improvement of the Parent and Family Engagement Plan and the Schoolwide Program Plan.	<p>Parents are involved in the development of the School Improvement Plan and Title I Program development in the following ways:</p> <p><u>Dillon Elementary school will:</u></p> <ul style="list-style-type: none"> <li><u>-Review the school's Parent Involvement Policy at the annual meeting in the fall. (in person or virtual)</u></li> <li><u>-Review the Parent Compact at fall and winter conferences with classroom teachers</u></li> <li><u>-Conduct a parent survey for all parents</u></li> <li><u>-Hold a Title I planning meeting with parents in the spring</u></li> <li><u>-Review and make revisions to the Parent Involvement Policy and Compact and/or survey</u></li> <li><u>-Place a suggestion box in the main office to encourage continued communication between parents and the school all year</u></li> <li><u>-Review the Title I Program and ask for suggestions for improvement at Parent Club meetings</u></li> <li><u>-Continue all avenues of communication with parents using school newsletters, Google Classroom, classroom newsletters, district publications, website, CA Facebook and School Messenger to increase parent involvement in the School-Wide Title I Program.</u></li> </ul>
<b>1116(c)(4)(A)</b> Provide parents of Title I children timely information about the Title I Program.	<p>Parents are provided information regarding the school Programs in the following ways:</p> <p><u>Dillon Elementary School will provide timely information through:</u></p> <ul style="list-style-type: none"> <li><u>-Open House</u></li> <li><u>-Annual Title I Meeting</u></li> <li><u>-Fall and Spring parent conferences</u></li> <li><u>-Report cards (quarterly)</u></li> <li><u>-District website-Parent Policy and Compact available on website</u></li> <li><u>-Kindergarten transition program and third graders to K-5 feeder elementary building</u></li> <li><u>-Communication folders</u></li> <li><u>-Parent Student handbook</u></li> <li><u>-Social Media (Facebook, Twitter, etc.)</u></li> <li><u>-Telephone calls and emails</u></li> <li><u>-School calendar and bulletin boards</u></li> <li><u>-Google classroom and other electronic media formats Annual Spring Title I Meeting</u></li> <li><u>-Continuous Improvement Committee</u></li> </ul>

**ESSA Section Ways in Which School Staff Accomplish These Activities**

<p><b>1116(c)(4)(B)</b> Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic</p>	<p>Parents are provided information about the school's curriculum, assessments, and proficiency level expectations in the following ways:  <u>Dillon Elementary School will provide timely information through:</u></p>
<p>assessment used to measure progress, and the achievement levels students are expected to meet.</p>	<p><u>-Open House</u>  <u>-Annual Title I Meeting</u>  <u>-Fall and Spring parent conferences</u>  <u>-School/Classroom/District newsletters</u>  <u>-Report cards (quarterly)</u>  <u>-Kindergarten transition program and third graders to feeder K-5 elementary building</u>  <u>-Communication folders</u>  <u>-Telephone calls and emails</u>  <u>-School calendar and bulletin boards</u>  <u>-Google classroom and other electronic media formats</u>  <u>-Annual Spring Title I Meeting</u>  <u>-Continuous Improvement Committee</u></p>
<p><b>1116(c)(4)(C)</b> 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:  <u>Dillon Elementary School will provide parents an opportunity to interact with their children's school by:</u>  <u>-Place a suggestion box in the main office to encourage continued communication between parents and the school all year</u>  <u>-Review the Title I Program, Parent Involvement Policy and ask for suggestions for improvement at Parent Club meetings</u>  <u>-Conduct parent survey for all parents</u>  <u>-Parent/Teacher conferences, fall/spring and additional conferences upon request</u>  <u>Telephone calls, email, Google Classroom and other 2-way communication/correspondence between parents, teachers and schools.</u></p>
<p><b>1116(c)(5)</b> 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 Educational Agency (LEA).</p>	<p>If parents are not satisfied with the School Improvement Plan or Programs, they have opportunities to make comments by: <u>Dillon Elementary School will:</u>  <u>-Title I Coordinators will submit parent comments/suggestions to the LEA administration and grant clerk during application and amendment planning meetings as well as other times as needed.</u>  <u>-Title I Coordinators will share/discuss parent comments/suggestions to the building and district</u></p>

continuous improvement committees.

**The School-Parent Compact Must:**

<b>1116(d)</b> Jointly, with parents, develop a School-Parent Compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement.	Yes No
<b>1116(d)</b> Clearly explain district and school goals for students to meet the challenging State academic standards.	Yes No
<b>1116(d) &amp; 1116(d)(1)</b> Describe ways that teachers are responsible for supporting students' learning and providing high quality curriculum and instruction.	Yes No

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**ESSA Section Ways in Which School Staff Accomplish These Activities**

<b>1116(d) &amp; 1116(d)(1)</b> Describe specific ways parents will be responsible for supporting their children's learning.	Yes No
<b>1116(d)</b> Describe specific ways students will be responsible for their learning.	Yes No
<b>1116(d) &amp; 1116(d)(2)(C)</b> Describe school activities to build partnerships with parents, including chances for parents to volunteer, take part in, and observe classroom activities, and communicate with teachers.	Yes No
<b>1116(d) &amp; 1116(f)</b> Describe how parents and family members are involved in developing and revising the compact.	Yes No
<b>1116(d)(1) &amp; 1116(d)(2)(A-C)</b> Ensure regular two-way meaningful communication between family members and school staff throughout the school year, so that parents are kept up to date on their students' progress and get regular tips on home learning.	Yes No
<b>1116(f)</b> Communicate information using family friendly language and format.	Yes No

<p><b>1116(e)(1)</b> Shall provide assistance to parents of students 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 and work with educators to improve the achievement of their children.</p>	<p>How does the staff provide assistance to parents to help them understand the content standards, assessments, how to monitor their child's progress, and how to work with educators to improve the achievement of their children? What training is provided to families?</p> <p><u>To ensure that parents are informed about academic standards and assessments, Dillon Elementary School will provide the following:</u></p> <ul style="list-style-type: none"> <li>- <u>Fall Open House with curriculum overview</u></li> <li>- <u>Parent Conferences (fall, spring and additional time upon request)</u></li> <li>- <u>Standardized test results are discussed during conferences and sent home with explanations</u></li> <li>- <u>Local assessment information shared with parents at conferences</u></li> <li>- <u>Students receiving additional assistance will be progress monitored on a regular basis. Information will be shared with parents</u></li> <li>- <u>Literacy Coach and Title I staff will be available to interpret results and provide information about assessments</u></li> <li>- <u>Staff will share expectations and provide parents with resources to help their child reach their highest potential at open house and/or through electronic communication</u></li> <li>- <u>Report cards and quarterlies</u></li> </ul>
<p><b>1116(e)(2)</b> Shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.</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> <p><u>Dillon Elementary School offers training and materials to parents through the following events and activities:</u></p> <ul style="list-style-type: none"> <li>- <u>Open House</u></li> <li>- <u>Transition to Kindergarten resource bags</u></li> <li>- <u>Transition activities for our third graders to our K-5 feeder elementary building</u></li> </ul>

**ESSA Section Ways in Which School Staff Accomplish These Activities**

	<ul style="list-style-type: none"> <li>- <u>Parent workshops (family engagement nights)</u></li> <li>- <u>Provide lists of community resources to individual parents and assistance in accessing these resources as needed</u></li> <li>- <u>Summer school</u></li> <li>- <u>School newsletters/classroom newsletters/district publications, District website, Parent-Vue provides parents with materials and resources to help their child achieve success</u></li> <li>- <u>Parent/Teacher conferences</u></li> <li>- <u>Parent workshops on the third grade reading law</u></li> </ul>
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<p><b>1116(e)(3)</b> Shall educate staff in the value and utility of parents' contributions, in how to reach out to, and communicate with, and work with parents as equal partners, to coordinate and implement parental involvement programs, and to build relationships between the parents and the school.</p>	<p>On-going professional development for staff on effective ways to increase parental involvement occurs annually. They include:  <u>Dillon Elementary school values and respects parent involvement in the school community.</u>  <u>-Parent involvement will be a part of the professional development plan.</u>  <u>-Staff will participate in PLCs to implement new ideas for effective parent communication.</u>  <u>-Title I Staff will attend parent involvement workshops</u>  <u>-District will provide ongoing professional learning on electronic communication to communicate information and resources to families</u></p>
<p><b>1116(e)(4)</b> Shall coordinate and integrate parental involvement Programs and activities with other Federal, State, and local Programs, including public preschool 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.</p>	<p>Coordination with other Programs for parental involvement includes:  <u>Dillon Elementary School will work to coordinate programs to ensure success for all:</u>  <u>-Transition to Kindergarten Activities</u>  <u>-Parent Club volunteers</u>  <u>-School-wide family nights</u>  <u>-Transition activities to our third graders to Rankin Elementary</u>  <u>-Positive Behavior Support / PPSC Team</u>  <u>-Parent liaison</u></p>
<p><b>1116(e)(5)</b> 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:  <u>To ensure that all parents are informed in a timely and user friendly manner, Dillon Elementary will provide:</u>  <u>- School newsletters/Classroom newsletters/District newsletters written in a language parents can understand</u>  <u>- Interpreters as needed, through GISD for parents contacts</u>  <u>- EL language line is available as needed</u></p>
<p><b>Gray Area - Recommended Best Practice, but Not Required</b></p>	
<p><b>1116(e)(6)</b> May involve parents in the development of training for teachers, principals, and other educators</p>	

**ESSA Section Ways in Which School Staff Accomplish These Activities**

<p>to improve the effectiveness of such training.</p>	
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<p><b>1116(e)(7)</b> May provide necessary literacy training from funds received under this part if the LEA has exhausted all other reasonably-available sources of funding for such training.</p>	
<p><b>1116(e)(8)</b> May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.</p>	
<p><b>1116(e)(9)</b> May train parents to enhance the involvement of other parents.</p>	
<p><b>1116(e)(10)</b> May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation.</p>	
<p><b>1116(e)(11)</b> May adopt and implement model approaches to improving parental involvement.</p>	
<p><b>1116(e)(12)</b> May establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in Programs supported under this Section.</p>	

**1116(e)(13)** May develop appropriate roles for community-based organizations and businesses in parental involvement activities.

**ESSA Section Ways in Which School Staff Accomplish These Activities**

**1116(e)(14)** Shall provide other reasonable support for parental involvement activities as parents may request.

Parents are provided with other reasonable support such as: Dillon Elementary School will make every effort to support our parents and make sure their needs are met: -Providing childcare, interpreters and virtual meetings as needed

How does the school collect this information?

-surveys  
-suggestions box  
-parent requests

**1116(f)** Shall provide full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.

Staff provide opportunities for full parent participation: Dillon Elementary School will provide:  
- Flexible meeting times  
- Handicapped Accessible Facilities  
- Home visits  
- Phone conferences (interpreters, as needed, through GISD for parent contacts)  
- School newsletters, classroom newsletters, district newsletters written in a language parents can understand - Accommodations for parents with disabilities  
- Collaboration with community agencies  
- New student induction programs for new, migrant, transient, and foster students with academic/social interventions as needed  
- Counselor referrals  
- Language line accessibility