

Title I, Part A
Parent and Family Engagement Policy/Plan and Procedures

**Grass Valley Elementary School
6465 South Grass Valley Road
Winnemucca, NV 89445
(775)623-8150**

2019/2020

Grass Valley Elementary School (GVES) is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if Grass Valley Elementary School and home work together to promote high achievement by our children. Neither home nor Grass Valley Elementary School can do the job alone. Parents play an extremely important role as children's first teachers. Support for their children and for the school is critical to children's success at every step along the way.

Grass Valley Elementary School recognizes that some students may need the extra assistance available through the Title I program to reach the state's high academic standards. GVES intends to include parents in all aspects of the school's Title I program. The goal is a school-home partnership that will help all students to succeed.

PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

Grass Valley Elementary School will:

- A. 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.
 - **This policy was developed with the guidance of the Grass Valley Parent Engagement Team. It consists of an administrator, a parent engagement facilitator, the PTA president, four certified staff members, three certified staff members and four volunteer parent representatives.**
 - **This policy will be dispersed to all Grass Valley Elementary School stakeholders via flyer, social media, Class Tag App, parent handbook for 20/21, and/or email (Peachjar).**
 - **This policy is available the community on the Humboldt County School District website.**
- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved.
 - **A meeting will be held at the annual Back to School Open House prior to the start of each school year and will facilitated by the Principal. (PM)**
 - **A meeting will be held at the first Morning Mug parent meeting of the school year and will be facilitated by the Principal. (AM)**
- C. 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.
 - **Meetings/Events are provided at various times throughout the school day and evening.**
 - **Free Child Care is provided for students and their siblings during meetings/events when necessary.**
 - **Funding has been set aside for Home Visits when deemed necessary.**

- D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, school wide under Section 1114, and the process of the school review and improvement under Section 1116 by:
- **Recruiting parents for the School Improvement Plan Team**
 - **Recruiting Parents for the Parent Engagement Team**
 - **Parent Survey at spring conferences**
 - **Parent Open Forum Opportunity during Back to School Night**
- E. Provide parents of participating children—
1. Timely information about programs under this part.
 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, that 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 by/through:
 - **Read by Grade 3 (RBG3) progress updates & conferences**
 - **Scheduled or Requested parent conferences**
 - **Morning Mug as a venue for Standardized Testing information**
 - **Scheduled meeting with the school administrator**
- F. If school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district by:
- **Contacting Parent Engagement Team Facilitators by email: sgilboy@hcsdnv.com or llloyd@hcsdnv.com**

PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:

-Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.

-Provide frequent reports to parents on their child's progress.

-Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

- **Postcards (English/Spanish)**
- **E-mail/Text**
- **Daily Planners**
- **Meetings, if requested**
- **Classroom App such as Class Tag**

BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school and district must:**

- 1) Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
 - **Morning Mug Venue for parent education/discussion on standardized testing & progress monitoring**
 - **Encourage Parent Volunteering to see first-hand the process of teaching**
 - **Parent Conferences – to include review of standardized testing goals and scores (MAP)**
- 2) Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
 - **Open computer lab time for parents**
 - **Morning Mug Venue – Digital Citizenship**
 - **Summit Learning parent tours**
 - **Morning Mug**
 - **Family Literacy Night**
 - **Grade Level Parent Unit Events**
- 3) Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parents and their communities to increase academic achievement.
 - **Professional Development is provided to GVES staff on an ongoing basis**
- 4) Coordinate and integrate parent engagement 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 parent engagement.
 - **Library for Special Needs Support, Housed at Sonoma Heights Elementary but open to all district staff members and HCSD parents**
 - **Morning Mug – A venue to discuss learning protocols, school and district policies, and parenting skills**
- 5) 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.
 - **Morning Mug, Bilingual invitations and handouts, translator available**
 - **Recipes for Success, bilingual**
 - **Watch DOGS forms, bilingual**
 - **Volunteer forms, bilingual**
 - **Parent Night, Translator available**
 - **HCSD website, bilingual**
 - **Parent Conferences, translator is available**
 - **Take Home Flyers, bilingual**

The following are allowable activities:

- 6) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonable available sources of funding for such training.
 - **Family Engagement**
 - **Title 1 Funds**
 - **SB175**
 - **Home Visits**
- 7) May train parents to enhance the involvement of other parents.
 - **Parent Engagement Committee parent representatives will be trained as school advocates to share knowledge with other GVES parents**
- 8) 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 Parent and Family Engagement and participation.
 - **Home Visits**
 - **Video Conferencing**
 - **Phone Conference Calls**
- 9) May adopt and implement model approaches to improving Parent and Family Engagement.
 - **Grade Level Parent Unit Night**
 - **Recipes for Success family activity poster and online monthly contest**
 - **Summit Learning student showcases**
 - **Early Learning Center monthly activity events**
- 10) May participate in a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
 - **Three GVES parent volunteers are solicited for this District committee yearly**
- 11) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities. Collaboration with:
 - **Humboldt County Library**
 - **Northern Nevada Literacy Coalition/United Way**
 - **The Family Support Center**
 - **Frontier Community Coalition**
 - **Humboldt General Hospital**
 - **Winnemucca Food Bank**

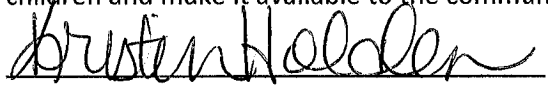
PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed 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.

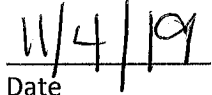
- **Translators Available**
- **Handicap Accessible Parking/Entrances/Seating/Restrooms**

PART IV-ADOPTION – These Grass Valley Elementary School Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

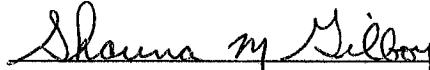
The Parent and Family Engagement Policy/Procedures were developed/revised by Grass Valley Elementary School's Parent Engagement Committee on 10/07/19 and will be in effect for the period of the 2019/20 school year. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 11/01/19.



Signature of Title I Authorized Representative



Date



Parent Engagement Committee Facilitator



Parent Engagement Committee Facilitator

Name and Signature of Parents, Students, and Staff Involved in the Parent & Family Engagement Policy Process:

Name	Signature
LORI D AINE	Lori Daine
Vicki Cox	Vicki Cox
Danielle Valenzuela	Danielle Valenzuela
Shannon Sanchez	Shannon Sanchez
Sara Schulze	Sara Schulze
Jacavatine Scott	Jacavatine Scott
Shaynee Olson	Shaynee Olson
Nicole Byrne	Nicole Byrne
Christine Reyes	Christine Reyes
Kristen Hobden	Kristen Hobden