

Procedure – Title I, Part A Parent and Family Engagement

Implementation for Parent and Family Engagement Federal Requirements

For districts with more than one school participating in Title I, Part A: Complete only Section 1. Each participating school must have its own school-level parent and family engagement policy.

For districts with a single school participating in Title I, Part A: Complete Sections 1 and 2.

Steps:

- Choose the sections that best match your district’s Title I, Part A profile.
- The components of the ESEA Parent and Family Engagement do not change; only the descriptions or implementation actions do.
- The Parent and Family Engagement policy (both at the district and school levels) must be reviewed annually with parents. Ensure the adoption date is within the past 12 months.
- Tailor the descriptions to accurately represent your district. Address all components clearly in your descriptions to provide sufficient context for implementation.
- If you have more than one participating Title I, Part A school, please remove Section 2.

SECTION 1

The district will support effective parent and family engagement and strengthen student academic achievement through actions that support each element of the federal requirements in ESEA Section 1116 (A-F) and if applicable, Section 1116 (c)(d)(e)(f), as listed, and described below.

- A. **Jointly Developed and Parent Input.** Parents and families will have the opportunity to jointly develop and provide input for the Title I, Part A program and policy. The district will involve parents and family members in:
- The development of 4130 Procedure, this may include establishing a parent advisory board, by **Hosting an annual Parent Engagement Forum** that includes representation from families of Title I students, teachers, and administrators. Families will be invited to review and provide input on the parent and family engagement policy and procedure, either in person or through a digital feedback form. The district will also offer an opportunity for parents to serve on a **Parent Advisory Committee**, which will meet at least once annually to review policies, procedures, and engagement practices.
 - The Consolidated Grant Application (CGA) Title I, Part A section by **Soliciting parent feedback through surveys and/or informational meetings** prior to submission of the CGA. The district will share the Title I, Part A goals and proposed activities during a scheduled public meeting or school board session and will invite comments from parents and family members in attendance. Additionally, summaries of proposed plans will be made available on the district website with clear contact information for feedback submission.
 - Developing school improvement plans (SIP), such as a combined SIP and Schoolwide Plan (SWP) or Targeted Assistance Protocols (TAS) by **Engaging families during school improvement planning meetings**, with opportunities for input provided through family-teacher conferences, Title I annual meetings, and focused parent engagement sessions. The district will ensure parents are given access to drafts of the SIP or SWP/TAS documents and provided with multiple avenues (written, in-person, or virtual) to give feedback. For targeted support schools, parents of identified student groups will be specifically invited to participate in planning discussions.
- B. **Technical Assistance.** The district will provide coordination, technical assistance, and other support to assist schools in planning and implementing effective parent and family engagement activities. This may include meaningful consultation with employers, business leaders, philanthropic organizations, or individuals by **Inviting local stakeholders**—including tribal partners, area employers, local business owners, and representatives from community-based organizations—to participate in **community engagement sessions** or to serve on the school’s **Family and Community Partnership Team**. These stakeholders will be consulted during planning for school

events, family education nights, and student support initiatives. Their input will help align school efforts with community priorities and workforce development needs.

- C. **Integration.** The district will coordinate and integrate parent and family engagement strategies with other relevant federal, state, and local laws and programs by **Aligning engagement efforts with programs such as McKinney-Vento, Migrant Education, Title III (ELL), special education, and our local REACH afterschool program.** Coordination will occur through joint planning meetings, shared outreach efforts, and consistent messaging across programs. Staff who serve in multiple roles (e.g., counselors, program coordinators) will help ensure consistent and culturally responsive engagement strategies are used with all families, particularly those in underserved or high-need groups.
- D. **Annual Evaluation.** The district will conduct, with meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under Title I, Part A and use the findings to design evidence-based strategies by **Administering an annual parent and family engagement survey**, available in print and digital formats, with questions focused on communication, involvement opportunities, and barriers to engagement. The district will also host a feedback forum where parents can review engagement practices and discuss improvement ideas. Collected input will be summarized and reviewed by district leadership and parent representatives to identify trends and recommend adjustments. These findings will directly inform revisions to school and district engagement strategies, with emphasis on evidence-based practices that meet community needs.

SECTION 2

The district will support effective parent and family engagement and strengthen student academic achievement through actions that support each element of the federal requirements, as listed, and described below.

A. Communications.

- The school will notify parents and family of the parent and family engagement policy in an understandable format, language the parents can understand and parent friendly by **Posting the policy** on the district website and sharing printed copies at enrollment, parent-teacher conferences, and Title I events. The policy will be written in plain language and translated into the home languages of families, when applicable. Key points will also be communicated via robocalls, school social media, and newsletters in accessible, family-friendly language.
- The school will provide parents with timely information about Title I, Part A programs by **Sharing information** at the annual Title I meeting, in beginning-of-year packets, and during family events. Updates will also be provided through mailers, social media and the school website. Staff will be available to explain program details during conferences or by appointment.
- The school will offer parents a flexible number of meetings and transportation, childcare, or home visits by **Scheduling meetings** at various times, including evenings and early mornings, to accommodate family schedules. The school will offer home visits when needed and provide transportation assistance or child supervision during events to reduce participation barriers.

B. Annual Title IA Meeting.

- The school will convene an annual meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' right to be involved by Describe how. **Hosting an annual** Title I meeting early in the school year, open to all families. The event will include an overview of Title I services, parent rights, and opportunities for engagement. The meeting will be promoted through flyers, robocalls, and classroom announcements.

C. School-Parent Compact.

- The schools will follow to jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved academic achievement by **Inviting families** to participate in compact development during family engagement nights or surveys. Feedback will be collected and incorporated into a revised compact, which will be shared annually during fall conferences. Parents, students, and teachers will review and sign the compact together to reinforce mutual commitment.

D. Building Capacity.

- The school will build parent capacity for strong engagement by **Offering**
- **informal** family engagement events focused on supporting learning at home. Materials and resources will be shared in multiple formats (print, digital, and in person) to help families understand how to support academic growth.
- The school will help parents in understanding the achievement levels of the challenging State academic standards, state and local academic assessments and alternate assessments, Title I requirements, and how to monitor their child's progress and work with educators by **Providing clear explanations** during fall and spring parent-teacher conferences, sending home assessment reports with guidance, and offering informational nights focused on state testing and academic standards. Teachers and administrators will remain available to answer questions and support parents in monitoring student progress throughout the year.

Wishram School District NO. 94

Adoption Date: 07/2025

Classification:

Revised Dates: