

Parent/Student Handbook

2026-2027



610 NORTH HARTLEY STREET
Patterson, California 95363
(209) 892-4550

Teachers Email/Office		
Teresa Reyna	Principal	treyna@patterson.k12.ca.us
Kristine Diaz	Early Childhood Supervisor	kdiaz@patterson.k12.ca.us
Claudia Ruiz	Administrative Assistant	cruiz@patterson.k12.ca.us
Janet Abrica	Administrative Assistant	jabrica@patterson.k12.ca.us
Nancy Diaz	Attendance Technician	ndiaz@patterson.k12.ca.us
Adriana Guereca	Attendance Technician	aguereca@patterson.k12.ca.us
Flabia Hernandez	Office Assistant	fhernandez@patterson.k12.ca.us
Adriana Johnson	TK Teacher	adjohnson@patterson.k12.ca.us
Charleen King	TK Teacher	cking@patterson.k12.ca.us
Diana Snider-Chavez	TK Teacher	dsniderchavez@patterson.k12.ca.us
Julie Nelson	TK Teacher	jnelson@patterson.k12.ca.us
Christina Lizarraga	TK Teacher	clizarraga@patterson.k12.ca.us
Hailey Alldredge Bower	TK Teacher	halldredge@patterson.k12.ca.us
Sahar Zandiagdam	TK Teacher	szandiaghdam@patterson.k12.ca.us
Alejandra Medinda	TK Teacher	amedina@patterson.k12.ca.us
Laura Guzman	TK Teacher	lguzman@patterson.k12.ca.us
Anna Juncker	TK Teacher	ajuncker@patterson.k12.ca.us

Welcome to West Valley Learning Center!

On behalf of the staff at West Valley Learning Center School, I am happy to welcome you to a new school year!

Vision Statement	West Valley Learning Center School staff is committed to maintaining a school culture in which all students will receive a high quality early childhood education. Every student will be provided with the opportunity to be successful in developing their character and work to attain academic excellence. WVLC creates a safe and supportive environment by empowering children, promoting individuality, and developing strong partnerships with families.
Mission Statement (purpose, values)	Play is a child's work and through it a foundation for academic learning can be built. Teachers working in partnership with parents provide experiences that meet a child's needs, build positive self-esteem and stimulate learning in all developmental areas.

At West Valley Learning Center we are committed to providing a secure and nurturing environment for both students and staff. Our focus goes beyond preparing students for academic excellence as we strive to instill essential character traits that contribute to a safe culture of students/ staff who are Responsible, Safe, and Kind- which is "The Tiny Tiger Way."

Please discuss these behavior expectations with your child, for example, ask questions like-what does being kind to others look like at school, home, or in the community? If you have any questions about the expectation rules, feel free to contact the school or your child's teacher. It is very important that you and your child are fully informed regarding standards related to appropriate behavior for a safe and productive school year.

In addition, please review the information in this handbook carefully, it has been organized in alphabetical order. It has been prepared to help answer many of the questions that students and parents often have about school procedures, policies and discipline. We ask that you support these policies and procedures and reinforce them with your children. They are designed to create a sound learning environment in which each child can develop to his/her full potential to achieve academic excellence.

The West Valley Learning Center Staff and I feel privileged to be a part of this school family. We thank you for your support and look forward to a productive school year.

DISTRICT PARENT HANDBOOK

The Patterson Unified School District's 2026-2027 Parent Handbook has been distributed to all households in the district. This handbook contains useful information related to district practices and procedures. If you have not received your copy or have misplaced it access it at [Parent Handbook-Patterson Joint Unified](#)

DISTRICT CONDUCT CODE HANDBOOK

The Patterson Unified School District's student conduct code handbook has been distributed to all households in the district. This handbook contains useful information related to district practices and procedures. If you have not received your copy or have misplaced it, please call us or you can access it at [PJUSD Consequences and Interventions Matrix](#) Please note that a signature page will need to be returned to your child's teacher to be turned into the school's office.

SCHOOL INFORMATION AND PROCEDURES

Read carefully and discuss this information with your child/children. Please return the signed page to your child's teacher.

ACADEMICS

Our goal is for all students to achieve academic excellence by meeting grade level standards at the end of the school year as measured by the state. Students will be assessed by the Desired Results Developmental Profile (DRDP) twice a year. Parent conferences will be held twice a year.

AERIES, ADDRESSES AND TELEPHONE NUMBERS

It is very important that all students' information is up-to-date at all times. If you have moved or have changed your home or work telephone number, notify the office immediately about the changes. This is the information we use to send parent communication and want you to be well informed. Also, please let us know if there are changes in the emergency telephone numbers of people to contact if you are not available. All custody court orders must be current with our office. You can find the link to the [Aeries Parent Portal](#)

AFTER SCHOOL PICK UP

Parents are responsible for picking up their children **on time**. Please make arrangements with your children prior to the start of the school day if someone other than you will be picking up your child. Please make sure they are also listed on the emergency contacts. Emergency contacts will not be added over the phone. **Office Staff** does not provide after school supervision. A check in and sign out process will be in place to ensure the safety of your child. Anyone who picks up your child will need to be on the emergency list and be at least 18 years of age. Please ensure that all adults picking up students have a picture identification. Students left at West Valley Learning Center School beyond school hours are considered abandoned. West Valley Learning Center office staff will either call the Police Department or Child Protective Services to take possession of your child.

APPROPRIATE APPEARANCE/DRESS FOR SCHOOL or School Dress Code

Each student's appearance is primarily the responsibility of his/her parents. However, the school expects that each student's dress/appearance and cleanliness reflect sensitivity to and respect for others. Clothing should not be distracting or offensive to staff or to other students. Please review the district-wide dress guidelines with your child. Link can be found here: [Board Policy](#):

[Board Policy AR](#). In addition, West Valley Learning Center School also includes the following guidelines for student dress that must be adhered to:

1. While shoes must be worn at all times, rubber thongs (flip flops), slides or “heelys” are **NOT** appropriate. Sandals are to have a back strap.
2. Pants with tears/holes on the thigh and/or under the buttocks, short shorts or short skirts should be worn with leggings or shorts underneath.

If you have any particular question about how your child should dress for school, please feel free to contact your child’s teacher or Administration. Violations of dress code will result in parents being called to bring an appropriate change of clothing.

ARRIVAL AND SCHOOL SCHEDULES

Morning supervision is provided for all AM students beginning at 7:15 AM. Students should arrive at **school no later than 7:55 AM**. Breakfast is served from 7:15am-7:45am. Any student wishing to eat breakfast may go to the cafeteria during this time. Afternoon students should arrive at school at 11:20pm. Upon arrival at school, all students need to report to the cafeteria. If students are later than 11:30 parents must accompany students to the office to get a tardy slip.

ASSESSMENT

In Transitional Kindergarten (TK), we utilize the Desired Results Developmental Profile (DRDP) to monitor and assess each child’s developmental progress. Children are assessed within 60 days of enrollment and then every six months thereafter. Parent input is an essential part of this process. The results help guide the planning and implementation of age-appropriate and developmentally appropriate activities to support each child's growth and learning.

ATTENDANCE, STUDENT ABSENCE AND TARDIES

One of the important factors in school success is regular attendance. Attendance plays an important role in student achievement and class participation is an integral part of a student's learning experience. PJUSD’s policy recognizes the responsibility of parents/guardians to ensure that their children attend school, abides by state laws and uses appropriate legal means to correct the problems of excessive absenteeism and truancy (Board Policy 5113).

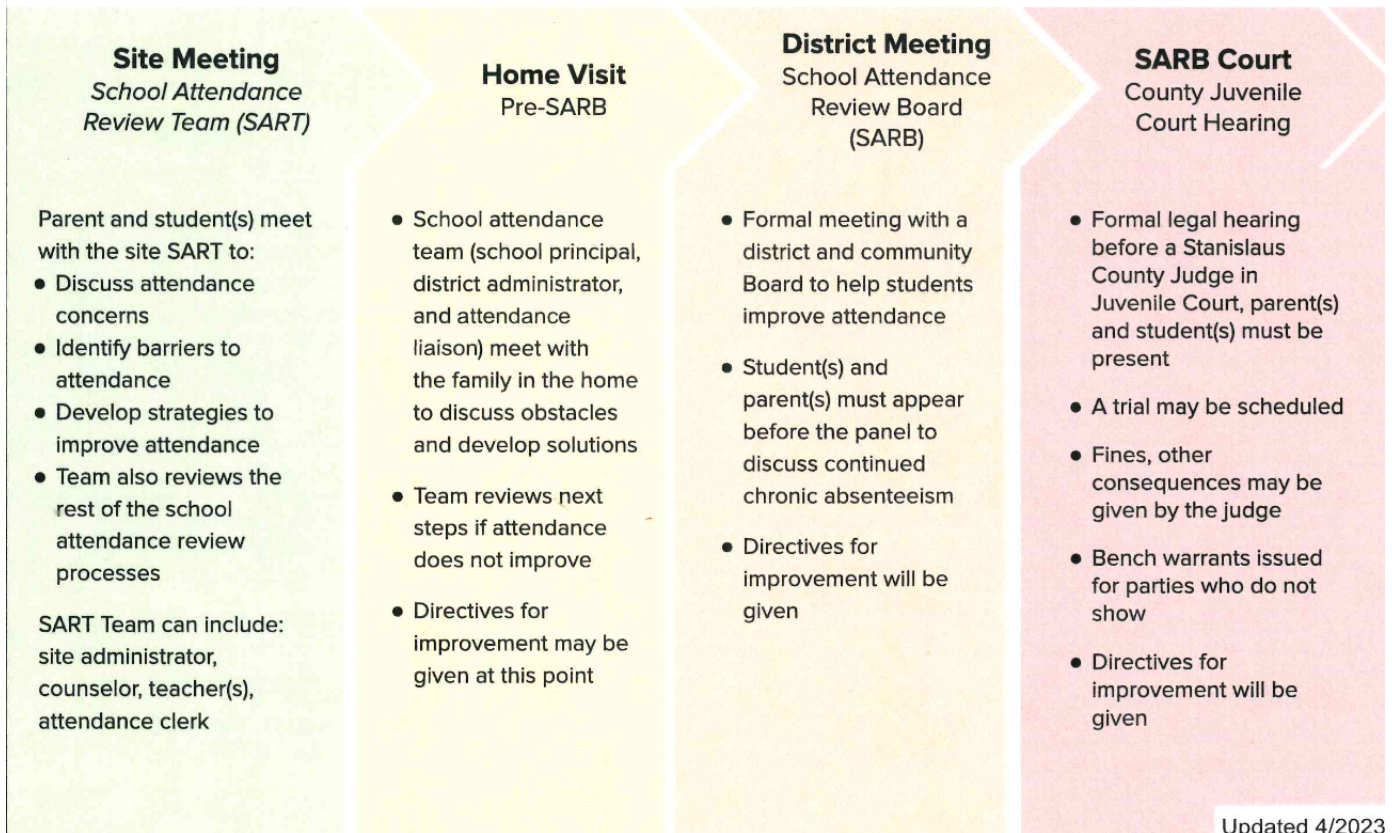
Recognizing that there are times when a student must be absent, and reiterating the importance of keeping your child/children home if they’re not feeling well, please contact the school office by phone or written note any time your child will be absent from school. After 3 days of absences due to illness, a doctor’s note will be required. Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, board policy, and administrative regulation (Education Code [48205](#)) , however, please note that too many excused absences also impact the academic success of your child.

Both attendance and tardiness are verified and monitored carefully. Automated letters are sent out for excessive absences or tardies (after 3). The Attendance Review Process will be followed when students have excessive absences, tardies, or trancies. Continued excessive absences, tardies, or trancies will be referred to SART (School Attendance Review Team) or SARB (School Attendance Review Board), please see graphic below.

Patterson Joint Unified School District Attendance Promotion and Absenteeism Interventions

Absence Prevention and Early Intervention

Attendance campaigns, school attendance competitions and recognition, teachers, staff and administration phone calls and informal meetings with families in response to absenteeism.



Updated 4/2023

In addition, being absent on the day of an extracurricular activity will prevent the student from being eligible to attend. The following page outlines the intervention chart for attendance.

Elementary Site-Based Intervention History Chart

Actions Taken	Unexcused Absences/ %s	Excessive Excused/ %s	Combined Absences/ %s	Excessive Doctor's Excused	Tardies
Receive Letter #1	3	5	NA	NA	5
School will call to Notify of Letter & possible home visit	4	6	7	8	7
Administrator will call parent	<10%	<10%	<10%	10	9
Receive Letter #2	6	8	NA	NA	10
Attend SART Meeting at School Site	11-20%	11-20%	11-20%	15	15
Receive Letter #3	9	NA	NA	NA	NA
Administrator or Attendance Liaison will call regarding possible SARB	11-20%	11-20%	11-20%	16	20
Pre SARB Home Visit by Site Administrator and/or Attendance Liaison	18-20%	18-20%	18-20%	18	25
Attend SARB Meeting at District Office	<20%	<20%	<20%	20	30
Pre-Court Warning Letter Noting Child is Chronically Absent	<30%	<30%	<30%	21	35
Pre-Court Home Visit by Attendance Liaison	30-35%	30-35%	30-35%	22	40
Court Referral	<35%	<35%	<35%	23	45

Bell Schedules

Office Hours are 7:15am-4:15pm

AM TK- 7:55 am-11:45 am- The cafeteria opens at 7:15am for early drop off and breakfast. Students must arrive by 7:45am for breakfast.

PM TK- 11:20am-3:05 pm

BULLYING

In order to make West Valley Learning Center School a great place for students to grow and learn, we are implementing a “No Bully Zone”. Students may report incidents by completing an incident report or via email either to their teacher or Administration.

BULLYING: PEER ABUSE IN SCHOOL

Bullying of a student by another student is strictly prohibited on school property, in school buildings, on school buses, and at school sponsored events. For purposes of this policy, the term “bullying” among children is defined: **(1) Bullying means any severe or pervasive physical or verbal act or misconduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:** (A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property. (B) Causing a reasonable pupil to experience a substantially detrimental effect to his or her physical or mental health. (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance. (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

We also prohibit “Internet bullying” (also referred to as “cyber-bullying”) including the use of instant messaging, email, websites, chat rooms, and text messaging when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or school employees.

CYBERBULLYING (Board Policy 5131)

Cyberbullying includes the posting of harassing messages, direct threats, social cruelty, or other harmful text or images on the Internet, social networking sites, or other digital technologies, as well as breaking into another person's account and assuming that person's identity in order to damage that person's reputation or friendships. This type of behavior is subject to disciplinary action.

At West Valley Learning Center, social emotional development is supported by building trust, planning routines and transitions so they can occur in a predictable and unhurried manner, and help children develop emotional security.

BREAKFAST/LUNCH

All students will receive a free lunch this school year. A new application must still be completed each year for every student regardless if they qualify for free and reduced-priced meals. This information is used to assist families by offering breakfast and lunch to students who qualify and to collect information regarding the school's percentage of free and reduced lunch applications. A link to the application outlining the free and reduced meal program is distributed to all students and families each year as required by the State and Federal Government. For more information regarding this program, please contact the main cafeteria at: 209-892-3708.

CLASSROOM ASSIGNMENTS

Students' classroom assignments are based on the date of registration and available space. Each classroom consists of students working at various ranges of academic levels. Since students learn at a different pace throughout their development, teachers have developed skills for grouping and regrouping students for learning based on mastery of skills. Requests for specific teachers will not be honored.

CLASSROOM VISITATIONS

We encourage parents/guardians to provide a 24 hour notification prior to visiting the school or classroom. To keep everyone safe and minimize distractions, no other children will be allowed. All visitors must check in at the office before entering the school grounds or before going to the classroom. You will need your ID or Driver's license to check in. A "pass" will be provided for approved visitors. Students are not permitted to bring student guests to spend the day.

CLASSROOM/PARENT VOLUNTEERS

Parent involvement and assistance in all classrooms is encouraged and appreciated. To volunteer in the classroom or field trips, a parent must comply with the following requirements: TB Test clearance, valid ID, completed forms and requirements at the District Office.

Please note that a TB clearance and Parent Volunteer Form must be filled out and on file with the school office. In addition, Assembly Bill 3458, Section 35021 was added to the Education Code stating that persons required to register as sex offenders may not supervise students during breakfast and lunch periods or serve as non-teaching volunteer aides. Anyone interested in volunteering in school or on field trips is required to complete the Parent Volunteer form which requires tuberculosis (TB) clearance. Your form must be signed and on file in the office BEFORE you will be allowed to volunteer. Your ID will also be required.

CLOSED CAMPUS

Please note that our school is a closed campus. No one is allowed on campus unless they are volunteers. Gates will be closed after the bell rings. The exception is the first day of school. Parents/guardians are not allowed on campus before or after school. If you have an appointment with a teacher, you must check in the office first before going on campus.

COMMUNICATIONS HOME-SCHOOL - CONTACTING A TEACHER

Teachers welcome your notes, calls and emails. They are usually available to accept phone calls after school. The office will take messages anytime, and the teacher will return the call as soon as it is practical or within 24 hrs. Since teachers share after school duties and participate on committees or have meetings, your understanding is appreciated if the call is not returned the same day. Often the fastest way to communicate with a teacher is through **email**. We send all information primarily through Parent Square and Peach Jar (digital flyers sent directly to parents

via email) and monthly newsletters. Information will also be shared through our school website, Facebook page, and direct phone messages. Occasionally, students will take home a home-school communication folder that will contain important information and forms. Be sure to check your child's backpack for this folder and to complete and return the forms that are due back the next day.

***Classroom Concern:** If you are concerned about a classroom related issue, our protocol is that you talk to the teacher first. Besides you, the teacher has the most direct contact with your child. If the situation is still not resolved, you are welcome to make an appointment to talk with an administrator.

CONFISCATED ITEMS

Any confiscated item (depending on the item) may be retrieved from the office at the end of the day by the student. On the second offense, a parent must come to pick up the item. After the third time, the item will be kept in the office until the end of the school year and may be picked up on the last day of school. Any items left at the end of the school year will be disposed of.

DISCIPLINE

All West Valley Learning Center Staff follow a progressive discipline policy established by Educational Code guidelines, the Patterson Joint Unified School District and our Positive Behavior Intervention System Supports (PBIS). Alternative means of discipline may be imposed in lieu of suspension (community service, after school detention, etc.). ***Refusing the alternative consequence will result in suspension.*** Please note that there are Education Code offenses for which students may be suspended or considered for expulsion, even on the first referral. For more details, a link for student conduct code and consequences was provided at the beginning of this handbook.

We also implement (PBIS), Positive Behavior Intervention System Supports. We strive to instill essential character traits that contribute to a safe culture of students/ staff who are Responsible, Safe, and Kind- which is "The Tiny Tiger Way."

Consequences for progressive discipline for minor offenses usually include warning to student, parent contact, time out/buddy room, detention and office referral with parent contact at every step.

Observe Behavior			
Is the behavior a minor or major offense?			
	Minor Offense	Major Offense	
1. Remind/Reset	- Disrespect - Defiance - Inappropriate language - Physical contact - Technology violation - Property misuse - Inappropriate bathroom behavior	- Fighting/ assault - Stealing - Harassment - Weapons - Bullying - Threats - Vandalism - Disrespect/ Insubordination - Inappropriate/ abusive	1.Office referral
2.Redirect/Reteach			2.Conference with Administrator, parent contact
3.Rethink/Reflection Time			3.Alternative consequences and parent contact
4. Loss of privilege,			4.Consequences will be

contact parent, reteach expectations	• Inappropriate playground behavior • Disruptive behavior	• language • Continual minor behavior	given with progressive discipline
5.If behavior continues and student receives at least 3 minor citations-office referral			5.Offense will be recorded
6. Refer to PBIS team-fill out request for assistance document			

Please note...

All major and minor offenses should be reported to the student's classroom teacher.
Everyday starts with a clean slate.

When a behavior arises, usually, the routine below is followed:

- Time is set aside for the student and teacher to discuss the problem.
- If the behavior continues, the teacher will contact the parent/guardian in person, by phone, or email.
- If the behavior becomes serious, a parent conference may be scheduled.
- The student may be referred to the principal or assistant principal if the regular classroom measures have not changed the behavior.
- The administrator will have a conference with the student. If necessary, the parent will be called and a referral sent home.
- A behavior contract may be developed following a conference with the parents.
- **Suspension** results when there is a serious infraction of Education Code 48900, which includes a number of specific infractions. [See District Board Policy](#)
- **Expulsion** is the most serious consequence, as it denies the student the privilege of attending West Valley Learning Center Elementary and possibly any school in PJUSD. [District Board Policy-Suspension/Expulsion](#)

FIELD TRIPS

Educational trips may be scheduled through the school year. These trips, including transportation, are a privilege offered to all students. The school assumes a significant responsibility in taking these trips, therefore, a student's school behavior prior to the trip must be cooperative and positive in order to be eligible for the field trip. Behavior expectations will be reinforced to promote a positive experience for all. The trips will be made available to enrolled students who have demonstrated good behavior, citizenship and responsibility. Students which receive 5 or more office discipline referrals and/or 3 or more days of suspension will not be able to attend their grade level field trip. The teacher will notify you if such is the case for your child. Students not attending field trips are still expected to be at school. Parents/Guardians will be informed at least 2 days prior to the event if their son/daughter is in danger of losing their privilege to participate in the field trip. Permission slips will need to be returned at least one day before the event. Students are expected to ride to and from the field trip in the district provided transportation as part of their experience unless their behavior is deemed inappropriate; in such cases, parents will be asked to pick up their child.

FOOD/DRINK POLICY

The new Health and Wellness guidelines restrict foods such as cakes and candy in the classrooms. Birthday parties and balloons are NOT permitted during the school day. Students are encouraged to bring water bottles to drink in the classroom. No other drink of any kind will be permitted, except during lunch. Please make sure that your child brings their water bottle to school every day. In addition, make sure that your child has their lunch with them, lunch drop offs are not allowed. If they forget their lunch, they may get lunch from the cafeteria.

FREE AND REDUCED LUNCH APPLICATIONS

A new application must be completed each year for every student regardless if they qualify for free and reduced-priced meals. This information is used to assist families by offering breakfast and lunch to students who qualify and to collect information regarding the school's percentage of free and reduced lunch applications. A letter outlining the free and reduced meal program is distributed to all students each year as required by the State and Federal Government. The lunch application can be completed online at the following site, or you may find it under the Students & Families tab in our PJUSD website. [Lunch Application](#)

Please note that lunch will still be free for all, but an application MUST still be submitted.

HEALTH/MEDICATION

In compliance with Education Code Section 49423, no medications will be accepted or administered at school without meeting the following requirements:

- Physician and parent/guardian request forms filled out completely including both physician and parent signature. You may pick up these forms at the school. No medication will be administered without detailed physician instructions.
- Medication taken to school must be furnished in its pharmacy labeled bottle or in the original pharmacy labeled injectable medication kit.
- Non-prescription medications such as aspirin, Tylenol, etc., will not be administered at school even at parent's request. As a parent/guardian, you have the right to bring a medication to school and administer said medication to your child.

HOME-SCHOOL COMMUNICATIONS

We hope you will find our various methods for home-school communication useful and informative. We send out all of the information primarily via PeachJar (digital flyers sent directly to parents by email) and ParentSquare. Information will also be shared via our school's website, Facebook page, and direct phone messages via ParentSquare. Parents will have an opportunity to obtain a paper copy of flyers by completing the request using the link found at the end of the handbook. Occasionally, important information and forms will be sent home with students. Please make sure you check your child's backpack and complete and return forms that need to be returned the following day.

IMMUNIZATIONS

All Transitional Kindergarten students must have their immunizations up to date before the first day of school. All immunizations must be completed or they will be excluded from instruction.

LUNCHES

This year, all students are eligible to receive a free school lunch. If a student forgets their lunch,

they are welcome to pick up a lunch from the cafeteria.

MEDICAL FORMS

In preparation for a successful school year, all medical forms need to be completed for the following: request for medication, special meals, limited participation in PE. The forms may be obtained from the Health Office.

SSC/PARENT WORKSHOP

Our School Site Council (SSC) and Parent Workshops provide families with opportunities to be involved in school decisions and learn how to support their child's education. We appreciate our families. We welcome your participation—join us to stay informed and make a difference!

PARKING LOT RULES & PROCEDURES

Traffic safety rules and procedures have been developed with the safety of students in mind and secondly, to optimize the flow of traffic. All parents are expected to follow the rules and procedures at all times, and be courteous to one another. Consider it a small investment of time for the safety of our children. If you don't drop off or pick up your children yourself, make sure that the parties that do (grandparents, nannies, etc.) understand and follow our traffic rules. ***This year, we are asking all TK parents to “park and walk” to the designated pick up location to receive their student.***

PARKING LOT RULES

1. Watch out for pedestrians.
2. Parents will pick-up /drop off their students in designated areas only.
3. **Keep crosswalks, bus loading and disabled spaces clear** (there must be enough clearance for buses to get to their spot).
4. Drive slowly.
5. U turns are not permitted on Hartley Street.

PARKING LOT DROP OFF ZONES AND PICK UP (MAIN GATE)-

To ensure everyone's safety, please note that parking is not allowed in the loading/unloading zones during arrival and dismissal times. TK parents may park in the designated parking lot and walk to the assigned pick-up area to meet their child. Be courteous and allow school buses to pass, as they are on tight schedules to reach other schools. Do not park in front of the bus loading zone.

For families walking home, always use the crosswalks.

The safety of our students is our top priority—thank you for following these important guidelines!

STUDENT CHECK OUT

Any parents, guardians, etc., picking up children before regular dismissal time must first go to the office and sign them out. Teachers will direct the child to the office for check out. **Any person picking up a child must be listed on the child's Emergency Card.** We appreciate your understanding that anyone picking up a student must be 18 years of age or older.

SCHOOL WEBPAGE

Visit our school website at: westvalley.patterson.k12.ca.us for school updates! Visit and “like” our school's Facebook page! West Valley Learning Center TK School, Patterson Unified School District.

PREVENTION INFORMATION

The following are numbers to help students in need of support.

- National Suicide Prevention Lifeline - 1-800-273-TALK or 988
- The Crisis Text Line - text HOME to 741741
- National Domestic Violence Hotline - 1-800-799-7233

SURVEILLANCE CAMERAS

In order to provide a safe environment, our school is under surveillance 24/7.

TRANSPORTATION-

Transportation is provided for students with disabilities and TK students living over a .75 mile radius from campus. Students riding the bus are expected to show the essential character traits that contribute to a safe culture of students/ staff who are Responsible, Safe, and Kind.

Please note there are consequences outlined in the student code of conduct for not following bus expectations/rules.

- Be courteous
- Do not use profane language
- Do not eat or drink on the bus
- Keep the bus clean
- Cooperate with the driver
- Do not smoke
- Do not damage the bus or equipment
- Stay in your seat
- Keep head, hands, and feet inside the bus
- Do not fight, push, or shove
- Do not tamper with bus equipment
- Do not bring pets on the bus
- Do not bring flammable material on the bus
- The bus driver is authorized to assign seats
- Have a safe trip

TITLE I PARENT POLICY

Title I School Parent and Family Engagement Policy

West Valley Learning Center TK has developed a written Title I parent and family engagement policy with input from Title I parents. Parents were provided the opportunity to give input during

Revised 8-6-26 TR

discussions at School Site Council meetings. *The policy will be distributed to parents and family members of Title I students annually through the Parent Teacher Conferences and addendum to the Parent/Student Handbook will be distributed throughout the year to all new enrollees. This policy will also be shared electronically via parent square and Peachjar.* The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118(c),-(g) inclusive]. A Title I video explaining the requirements was also released through our facebook page and website during back to school night.

Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at West Valley Learning Center TK School, the following practices have been established:

a. The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend. The purpose of the meeting is to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved and other topics below. (20 USC 6318 (c)(1))

1. *West Valley Learning Center TK School participation in Title I,*
2. *The requirements of Title I*
3. *School Programs and Progress*

Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through parent square, newsletters, and the web page.

b. The school offers a flexible number of meetings, such as meetings in the morning or afternoon, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 USC 6318 (c)(2))

1. *Annual Title I Informational Orientation Meeting*
2. *Annual Title I informational Item for regular parent/teacher conferences*
4. *Annual Title I Informational agenda Item for the School Site Council Meetings (SSC)*
5. *Annual Title I Informational agenda item for the Parent Teacher Organization Meetings (PTO)*

Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through parent square, newsletters, facebook and the web page.

c. The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. Parents will discuss and have input on the plan during school site council meetings. (20 USC 6318 (c)(3))

d. The school provides parents of participating students with

1. *Timely information about the Title I program. (20 USC 6318 (c)(4)(A))*
 - a. *Through meetings, memos, newsletters and our website.*

2. *A description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards. (20 USC 6318 (c)(4)(B))*

- a. Through annual Title I meeting,*
- b. Orientation meeting,*
- c. School Site Council meetings.*

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 practicably possible. (20 USC 6318 (c)(4)(C))

- a. Through pre arranged meetings with the Title I Coordinator*
- b. Through meetings with the student's teacher which may include the principal, and other staff as appropriate.*
- c. Meetings will be scheduled at times that are convenient to encourage parents to attend.*

e. If the schoolwide 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 local educational agency. (20 USC 6318 (c)(5))

- 1. Parents will be able to give input and suggestions during the annual Title I meeting, and School Site Council and meetings.*

Building Capacity for Involvement (Parental Involvement Policy continued)

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 local educational agency assisted with Title I, Part A funds, the school has established the following practices:

a. The school provides parents with assistance in understanding such topics as:

- ☐ The challenging State academic standards,
- ☐ State and local assessments, the
- ☐ Requirements of Title I, Part A, and
- ☐ How to monitor a child's progress and work with educators to improve the achievement of their children. (20 USC 6318 (e)(1))

1. Title I meeting, Parent-Teacher conferences, School Site Council and Parent engagement opportunities.

b. The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 USC 6318 (e)(2))

1. West Valley Learning Center holds events through parent education meetings to assist parents with literacy and math ideas to use at home, as well as use of technology.

2. West Valley Learning Center also encourages parents to attend parent events hosted by our District.

3. During Parent-Teacher conferences, parents are provided with ideas and materials to use to help their student succeed

4. At Student Study meetings, parents are given materials, resources and assistance on how to help their student.

c. The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, to implement and coordinate parent programs, and build ties between parents and the school through the following; (20 USC 6318 (e)(3))

1. Welcome back staff meetings, and regular meetings throughout the year.

2. Teachers and staff volunteers for events to help parents and answer their questions.

d. The school, to the extent feasible and appropriate, coordinates and integrates the parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, PIQE, and/or Parenting Partners to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4))

1. West Valley Learning Center TK School works in collaboration with other agencies focused on providing support to families with community resources, early literacy skills, and building family relationships.

e. The school ensures that information related to school and parent programs, meetings, and other activities to parents is sent in a format and, to the extent practicable, in a language the parents can understand. (20 USC 6318 (e)(5))

1. All communication to parents is done in English and Spanish

f. The school provides such other reasonable support for parental involvement activities as parents may request. (20 USC 6318 (e)(14))

1. Through pre arranged meetings with the Title I Coordinator

2. Through meetings with the student's teacher which may include the principal, and other staff as appropriate.

3. Meetings will be scheduled at times that are convenient to encourage parents to attend..

Accessibility

West Valley Learning Center TK program, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students) by providing information and school reports in a format and language that parents understand. (20 USC 6318 (f))

1. All information and parent communication is provided in English and Spanish.

RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. West Valley Learning Center K-6 School will build the school's and parents' capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement.
2. The school will incorporate the student/parent/school compact as a component of its School Parental Involvement Policy:
 - a. The school-parent compact will be a part of the School Parental Involvement Policy and will also be part of the Parent/Student Handbook.*
 - b. During regular parent/teacher/student conferences, the school-parent compact will be completed and signed by the teacher, the parent(s), and the student.*
 - c. As needed, the school-parent compact will be included in school newsletters along with the School Parental Involvement Policy.*
3. The school will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:
 - a. The State's Academic content standards,*
 - b. The State's student academic achievement standards/levels,*
 - c. The State and local academic assessments including alternate assessments,*
 - d. The requirements of Title I,*
 - e. How to monitor their child's progress, and*
 - f. How to work with educators:*
4. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster parental involvement.
5. The school will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.
6. The school will, to the extent feasible and appropriate, make sure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

West Valley Learning Center TK SCHOOL FLYERS

Dear parents,

This is a reminder that our District no longer sends home paper flyers from our schools. Parents receive digital flyers via email through *Parent Square*, and can also view flyers on our school website: <http://https://westvalley.patterson.k12.ca.us/> Our goal is to be an Earth-friendly school by saving trees. *However, if you do not have access to the internet/computer and need a paper copy of our school flyers, please complete this form.* If you would like for us to update your email address so that you can receive flyers through *Parent Square*, please return the bottom portion of this letter as well to your child's teacher or office. If you already have access to Parent Square, you do not need to return this form. Should you have any questions, please contact the West Valley Learning Center office at (209) 892-4550. **Please return this form to your child's teacher as soon as possible.**

Thank you!
Teresa Reyna
Principal



West Valley Learning Center TK SCHOOL FLYERS
(return from to the front office or your child's teacher)

___ I DO have Internet access but would like my e-mail updated. No paper copy needed. My email address is: _____

___ I do NOT have access to a computer or Internet. I need a paper copy of school flyers.

Student name

Grade

Teacher Name

Parent Name