



2026-2027 Title I Parent and Family Engagement Plan

School Name: Bay Point Elementary School

Please use the Comprehensive Needs Assessment Data and any other family engagement data to complete the following:

School's Mission Statement: We will facilitate learning by providing relevant, multi-dimensional learning experiences with emphasis on technology, science, and Spanish as we prepare students for a global environment.

Measurable Outcomes:

Building Capacity of Families

Describe how the school will implement activities that will build the capacity for strong parent and family activities, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, the community to improve student academic achievement [Section 1118(e)]. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

The school will implement a comprehensive parent and family engagement plan that fosters consistent, meaningful partnerships among the school, families, and the community by:

- **Hosting Regular Family Engagement Events:** The school will organize literacy nights, math workshops, curriculum previews, and STEM family nights to familiarize parents with academic content and instructional strategies used in the classroom.
- **Establishing a Parent Advisory Council (PAC):** This council, composed of parent volunteers, school staff, and community members, will meet quarterly to provide input on school policies, academic programs, and engagement strategies.
- **Offering Flexible Meeting Times:** To accommodate varying parent schedules, the school will provide options for morning, evening, and virtual meetings and workshops.
- **Developing Two-Way Communication Channels:** Teachers and staff will use tools such as parent portals, newsletters, Remind, and regular emails to maintain open, two-way communication and inform parents of student progress and opportunities for involvement.

The school will provide training and resources that empower parents to support their child's academic growth, including:

- **Workshops on Academic Support Strategies:** Parents will be invited to sessions focused on helping students with reading at home, understanding math problem-solving methods, and interpreting assessment data (e.g., progress monitoring reports and report cards).
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The school will remain responsive to parent needs and suggestions by:

- **Conducting Annual Parent Surveys:** Parents will be surveyed to gather feedback on desired activities, preferred formats for events (in-person or virtual), and any barriers to engagement.
- **Providing Translation and Interpretation Services:** All communication and events will be accessible to families in their home languages, with interpreters available for meetings, workshops, and parent-teacher conferences.
- **Open-Door Policy:** The school encourages parents to visit, volunteer, and participate in their child's education, and will designate a family liaison to support and respond to individual parent requests or concerns.

Staff Professional Development related to Family Engagement

Describe the professional development activities the school will provide to educate the 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 [Section 1118(e)(3)]

How will school leadership actively build teacher and staff capacity related ongoing family engagement connected to academic goals?

Professional Development Activities for Staff

The school will provide the following professional development opportunities to educate teachers, pupil services personnel, administrators, and other staff on effective family engagement strategies:

a. Annual Parent Engagement Training

- This training will focus on understanding diverse family dynamics, respecting cultural backgrounds, and strategies for inclusive family engagement.
- Staff will learn how to identify and reduce barriers that prevent family involvement, such as language, work schedules, or lack of confidence.

b. Effective Communication Strategies Workshop

- Training will include techniques for building trust through consistent, respectful, and proactive communication (e.g., positive phone calls, newsletters, and family conferences).
- Teachers will be trained in using digital communication tools (FOCUS) effectively and equitably with families.

c. Coordinating Parent Programs

- Staff will be trained to plan and implement family-oriented academic events and workshops, ensuring alignment with curriculum goals and student needs.
- Emphasis will be placed on engaging parents in decision-making bodies such as School Improvement Teams and Parent Advisory Councils.

Leadership Strategies to Build Ongoing Staff Capacity for Family Engagement

School leadership will play an active role in embedding family engagement into the school's professional culture and continuous improvement efforts through the following actions:

a. Embedding Engagement Goals in School Improvement Plans

- Family engagement objectives will be tied directly to school academic goals, with clear benchmarks and accountability for staff.

b. Regular Reflection and Professional Learning Communities (PLCs)

- During PLC meetings, teachers will analyze family engagement data (e.g., attendance at events, communication logs) and share best practices to improve outreach.

c. Recognition and Sharing of Best Practices

- School leaders will highlight effective parent engagement practices during staff meetings and newsletters, fostering a culture of collaboration and innovation.

d. Inclusive Planning and Feedback Loops

- Leadership will ensure that staff involve families in academic planning, especially around interventions and enrichment, and will solicit regular input to refine strategies.

Title I Annual Parent Meeting Experience

Each school will convene an annual meeting designed to inform parents of participating children about the schools Title I program, the nature of the Title I program (schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. [Section 1118(c)(1)].

How will you get recorded feedback from parents about the meeting? How will the recorded feedback be used to inform future events?

How feedback will be collected:

- Digital and Paper Surveys: Parents will complete a short feedback form (available in multiple languages) at the end of the meeting or via an online platform (e.g., Google Forms) accessible through school communication apps.

How feedback will be used:

- Responses will be compiled and analyzed by the family engagement team.
- Suggestions will inform improvements to future Title I meetings (e.g., scheduling, content focus, presentation format).
- Results will be shared with school leadership and the SAC to guide decision-making and annual planning.

Addressing Barriers to Attendance and Academic Support at Home

To maximize participation and empower parents to support learning at home, the school will implement the following:

- **Flexible Scheduling:** Offer multiple meeting times (morning, evening, and virtual) to accommodate working families and caregivers with diverse schedules.
- **Childcare and Refreshments:** Provide childcare services and light refreshments to reduce common participation barriers.
- **Language and Interpretation Services:** Ensure all materials are translated and interpreters are available to assist families who speak languages other than English.
- **Take-Home Academic Kits:** Distribute materials such as books, learning games, and parent guides during events or for pick-up by those unable to attend.
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Communicating with Families Who Do Not Attend

To ensure that *all* families receive essential information from the meeting:

- **Digital Access to Presentations and Materials:** The Title I presentation, handouts, and FAQs will be posted on the school website and shared through the school's communication apps (e.g., Remind, ClassDojo, school email).
- **Recorded Video of the Meeting:** The meeting will be recorded and shared with captions and multilingual subtitles so families can watch it at their convenience.
- **Printed Summaries and Flyers:** Hard copies of key information will be sent home in backpacks and mailed to families who request paper communication.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)] • Timely information about the Title I programs [Section 1118(c)(4)(A)]; • Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet [Section 1118(c)(4)(B)]; • 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[Section 1118(c)(4)(C)]; and • If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will submit the parents comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

Timely Information About Title I Programs

The school will ensure that parents receive timely and ongoing communication regarding the Title I program through multiple channels:

- **Annual Title I Parent Meeting** held within the first few weeks of the school year, where the school will explain the Title I program, its goals, and how it benefits students.
- **Quarterly Parent Newsletters**, school website updates, and automated messages (sms, email, or phone calls) to provide updates on funding, services offered, program progress, and events.
- **Parent Information Packets** distributed at the beginning of the year, containing a Title I overview, parent rights, and contact information for program coordinators.

Curriculum, Academic Assessments, and Proficiency Expectations

To ensure parents understand what their children are learning and how they're assessed:

- **Curriculum Nights and Grade-Level Parent Workshops** will be held throughout the year to explain the core curriculum in reading, math, science, and other content areas.
- **Assessment Explanation Materials** will be distributed in print and digital form to describe standardized assessments (e.g., state assessments, benchmark tests), classroom-based assessments, and how to interpret results.
- **Student Progress Reports and Parent Conferences** will include information on whether students are meeting grade-level proficiency and growth goals.
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Opportunities for Regular Meetings and Input

To promote active parent involvement in school decision-making:

- **Open-Door Policy for Parent Meetings:** Parents can request individual or group meetings with teachers, counselors, or administrators to share concerns, ask questions, and make suggestions.
- **Student Advisory Council (SAC) Meetings** are held regularly and open to all parents. These serve as a formal forum for parents to provide input on academic programs, parent engagement activities, and use of Title I funds.

- **Parent Surveys** are conducted annually and used to gather ideas and preferences for programs, events, and supports. Input is reviewed during leadership and PAC meetings.

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Handling Dissatisfaction with the Schoolwide Program Plan

If any parent expresses that the school's Title I schoolwide program plan is unsatisfactory:

- **Parent Comments Will Be Documented:** The school will collect and record concerns either in writing or through meeting transcripts.
- **Comments Will Be Submitted with the Plan** to the district/local education agency (LEA) as required by law, ensuring that parental feedback becomes part of the official documentation.
- **Follow-Up with Concerned Parents:** The school administration will schedule a follow-up meeting to address concerns, provide clarification, or consider revisions in collaboration with the Parent Advisory Council.

Flexible Parent Meeting

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Flexible Meeting Options

The school will offer a variety of meeting times and formats throughout the year to encourage maximum participation:

- **Morning and Evening Sessions:** Key meetings (such as curriculum nights, parent-teacher conferences, and academic workshops) will be scheduled at multiple times—typically one in the morning and one in the evening—to fit parents' work schedules.
- **Virtual Meeting Options:** Using platforms like Zoom or Google Meet, families can participate remotely in parent-teacher conferences, school improvement meetings, or Title I planning events.

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Supportive Services Using Title I Funds

To remove logistical barriers to attendance, the school may use Title I funds to provide the following services:

- **Childcare Services:** On-site childcare will be available during key parent events and meetings, so families with young children can attend without concern.
- **Transportation Assistance:** When feasible, transportation vouchers, bus tokens, or arranged transportation may be provided to families who need help getting to school for events or conferences.
- **Home Visits:** For families who face significant barriers to coming to school, staff may conduct home visits (with prior consent) to deliver information, provide support, or engage in goal-setting discussions around student achievement.

Communication and Outreach

- **Event Notifications:** All meetings and services will be advertised through multiple channels—flyers, text messages, school website, social media, and phone calls—well in advance and in families' home languages.
- **Surveying Parent Preferences:** At the start of each school year, parents will be surveyed about preferred meeting times and formats to help the school tailor its calendar and outreach accordingly.

Accessibility

Describe how the school will provide full opportunities for participation in parent and family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Ensuring Full Participation for All Families

The school will take the following actions to ensure that **all parents**, regardless of background or circumstance, have full opportunities to participate in school activities:

For Parents with Limited English Proficiency (LEP):

- **Translation of Written Materials:** All key documents—event notices, meeting invitations, report cards, Title I information, and school updates—will be translated into the home languages of the school community.
- **Multilingual Communication Platforms:** The school will utilize communication tools like ClassDojo, TalkingPoints, or Remind that support automatic language translation for ongoing communication between school staff and families.

Communication in Understandable and Uniform Formats

To make information accessible and consistent for all families:

- **Clear, Jargon-Free Language:** All school communications will be written in family-friendly language, avoiding technical or educational jargon.
- **Multilingual Notifications:** Notices will be sent in parents' preferred languages, to the extent practicable, using the Home Language Survey data collected at enrollment.
- **Multiple Communication Channels:** Information will be shared through printed flyers, phone calls, text messages, emails, school websites, social media, and in-person meetings to ensure broad reach.
- **Visual Aids and Infographics:** Where appropriate, the school will use visual aids and simple graphics to explain academic data, school programs, and parental rights.
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Staff Training and Accountability

- **Annual Staff Training:** Teachers and school staff will receive professional development on cultural competence, equitable family engagement, and communicating effectively with diverse families.

- **Family Engagement Liaison:** A designated staff member will coordinate with families who need additional support, ensuring no group is excluded from participation due to language or accessibility barriers.