

# Clear Creek Elementary

## Title I. Part A

### Building Parent and Family Engagement Policy/Plans

### 2023/2024

Clear Creek Elementary is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with caregivers and with the community. Everyone gains if Clear Creek and our families work together to promote high achievement by our children. Neither home nor Clear Creek can do the job alone. Caregivers 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 of the way.

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

- ❖ **Clear Creek will jointly review/ develop/revise with caregivers the school Parent and Family Engagement Policy/procedures and distribute it to caregivers of all students and make available the Parent and Family Engagement policy/procedures to the local community.**
  - **Sharing Title I, Part A with Caregivers-**
    - ***We actively seek and implement alternative means of communication to reach out to caregivers and community members.***
    - ***We ensure a welcoming environment so that a caregiver is greeted with respect upon entering the school and at all points of contact thereafter.***
  - Caregivers are invited to attend Open House in August, prior to the start of school, where information regarding the Title I program is available. The Title I Coordinator and the Reading Intervention Teacher will be in attendance as well as the Title I paraprofessional staff members to answer questions regarding the program.
  - Caregivers are informed in writing of their child's invitation into an intervention within the program. The Title I Coordinator and the Reading Intervention Teacher are available to answer questions regarding the program or specific interventions suggested for the child.
    - **Caregivers will be informed through letters, emails, Bloomz, or phone calls by the classroom teacher as well as the Title I teacher.**
  - During conferences caregivers are invited to ask questions about the program as the intervention model is shared and student progress is noted. All caregivers are asked to review and sign a School-Caregiver-Compact. **All students must have a School-Caregiver-Compact on file.**
    - **Caregivers will be informed of interventions through a written letter, Bloomz, and/or emails. Student progress will be shared by the classroom teacher during conferences and any other time that it is necessary.**
    - **Title I Compacts will be shared with all families in a Google Form and/or a paper format for caregivers to fill out. These will be monitored and repeated if necessary.**

A brief explanation of the school model is presented in the fall newsletter and is distributed at the Fall Open House. New families have access to the explanation when registering.

❖ **Additional Meetings-**

Caregivers are welcome at any time to make appointments with teachers to discuss the Title I program. They can also contact the Coordinator for additional information.

- An annual spring meeting will take place to gather input into future policy and plans.
- Caregivers may request meetings, provide suggestions, and participate in their child's education throughout the year. There are many ways to do this including conferences with the classroom teacher, MTSS/ARM meetings, and discussions with the Title I Coordinator. Clear Creek staff is willing to work with caregivers to assist in the success of the student. We welcome suggestions and requests and prefer to work in a team model to help the child.
- Zoom meetings will be an option for those who are unable to attend in person meetings.
- Interpreters/Translators will be provided, as needed, for limited English speakers and deaf/hard of hearing caregivers.

❖ **Parent and Family Engagement in the School Improvement Plan-**

The Title I program is a significant part of our School Improvement Plan. Planning for the Title I program and the SIP take place each year within our School Leadership Team. There is caregiver representation on the SLT and she is invited to provide feedback and suggestions for the model. Caregivers are also welcome to provide suggestions and feedback at scheduled PTA meetings throughout the year. Caregivers have access to the School Improvement Plan at any time.

❖ **Providing parents with information throughout the year-**

Caregivers are informed when a student is invited to participate in a school intervention during the day. This is done in writing and shared with caregivers at conferences, if not before. Caregivers are informed of the intervention model for the building, curriculum options for the student, and how and when the student will be assessed. Assessments will be expected on a regular basis with Benchmark testing three times per year. Progress monitoring will take place twice a month within the intervention group starting in October. It is the classroom teacher's responsibility to share progress with caregivers as needed based on the ongoing assessments.

❖ **Effective caregivers and family engagement to improve achievement –**

- o ***We communicate with caregivers in ways that will support their student's learning at home such as using: online textbook tools, Google Classroom, sites for homework and assignments, school calendars/daily announcements, websites, and Tumblebooks online. Interpreters are provided and documents can be translated to support all families.***
- Our MTSS/ARM (Academic Referral Meeting) team is set up to meet weekly. Students can be referred by any staff member as well as by caregivers who have concerns about a child's achievement in school. This is a team effort involving the caregiver, Student Support Specialist (Title I Coordinator), School Psychologist, School Counselor, Principal, classroom teacher, and any other staff with whom the child works. As a team we discuss strengths, family background, concerns and strategies. Interventions may be put in place to better assist the teacher, child and parent. Caregivers should leave with an understanding of how they can better help their child. (Meetings are offered in-person or by Zoom)

- Clear Creek's model of intervention is built around the needs of the students, staff, and caregivers. Caregivers are strongly encouraged to get involved in school functions and stay informed through various communications including newsletters, family nights, caregiver/teacher conferences, MTSS/ARM meetings, personal conferences with the Student Support Specialist and/or principal, and through our strong volunteer opportunities.
- For 2023-2024: As our budget allows, we continue to purchase necessary materials to support caregivers at home. This includes a Caregiver Resource library, including caregiving materials (Love and Logic) as well as academic support resources. We provide support in understanding the challenging state standards, how to monitor a child's progress and how to work with educators. We also provide Ready for Kindergarten programs and PTA and Title I Family Nights throughout the year.
  - **Academic support resources will be provided from the district level teams as well as the classroom teacher.**
  - **PTA will continue to involve caregivers through fundraising, Spirit Week ,Facebook communication and activities.**
  - **Love and Logic courses may be offered throughout the year. These courses may be on Zoom or in-person and will run for 4 weeks at a time.**
  - **Title I Family Nights will be offered throughout the year- ie. STEM night, Literacy Night, Wellness Night)**

★ **Welcoming School Climate:**

- *We ensure a welcoming environment so that a caregiver is greeted with respect upon entering the school and at all points of contact thereafter.*
  - Translation services (ipad, Language Link, Translators, translated documents) are provided for our ML families
  - Staff is welcoming and friendly to all Clear Creek families and volunteers
  - Communication is presented in many ways to accommodate our families (email, Bloomz, phone calls, Zoom, conferences, in-person family nights)

★ **Strategies to Increase Caregiver/Community Involvement:**

- **A strong PTA is a significant resource to create connections between school and families/community**
- **Title I and SLT collaborate to create Family Engagement Events (3 per year)**
- **Many forms of communication are reviewed and monitored by our staff to guarantee connections**

If caregivers have concerns about the Title I program, they are encouraged to talk with the principal. Title I Complaint Procedures are outlined in Chapter 392-168 of the Washington Administrative Code. This can be found at <http://apps.leg.wa.gov/wac/default.aspx?cite=392-168>