



Title I Parent and Family Engagement Policy (School-level)

Wood Canyon Elementary

2026-2027

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Wood Canyon Elementary developed this written Title I Parent and Family Engagement Policy with input from parents and family members of Title I students. The School Site Council (SSC), composed of parents, students at secondary schools, teachers, and administrators reviews, updates, and approves it annually. This school-level policy is incorporated into the School Plan for Student Achievement, which serves as the schoolwide program plan under ESSA Section 1114(b). The policy is distributed to parents and family members of participating Title I students at the beginning of the school year and is available to the community on the Wood Canyon Elementary website, <https://woodcanyon.capousd.org/>. It is included in the enrollment and back to school packets, at the Annual Title I meeting, and in the school bulletin. Paper copies are also available in the school office. The policy describes the means for carrying out the following Title I parent and family engagement requirements. *[[20 USC § 6318(c) through (f)]]*

Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at Wood Canyon Elementary, 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 to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain requirements and the right of the parents to be involved. (20 USC 6318 (c)(1))
- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as appropriate as such services relate to parent involvement. (20 USC 6318 (c)(2))
- c) The school involves parents of Title I students 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. (20 USC 6318 (c)(3))
- d) The school provides parents of Title I students with:
 1. Timely information about the Title I program. (20 USC 6318 (c)(4))

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)(5))

3. If requested by parents, the school provides 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))

Wonderful School encourages parents and families to participate in their child's education during PTA, SSC, and ELAC meetings. Additionally, parents may request a conference with their child's teacher to address concerns at any time during the school year. (ESSA Section 1116[c][3])

e) if the schoolwide program 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))

Wood Canyon Elementary Administration, in collaboration with the Leadership Team and School Site Council, will review parent feedback pertaining to our Title I program and develop an action plan to address parent concerns. The principal or SSC chair will submit to the district any parent comments via meeting minutes if the schoolwide plan is not satisfactory to the parents of Title I students. Copies are retained with the SPSA packet.

Building Capacity for Involvement (Parental Involvement Policy continued)

To ensure the effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, each school and district assisted with Title I, Part A funds, 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))

At Wood Canyon Elementary, there are four times a year set aside for all parents to receive explanations of curriculum and instruction provided by the teachers:

- (1) Back to School Night- Month of September – Trimester 1*
- (2) Parent/Teacher Conferences – Month of December – Trimester 2 **
- (3) Parent/Teacher Conferences – Month of February – Trimester 3 **
- (4) Open House Nights – Month of April – Trimester 3*

Parent/Teacher conferences are led by the teachers and review such information as i-Ready diagnostic, growth targets, and how families can monitor progress. In addition

to these opportunities, information is shared during PTA, SSC, and ELAC meetings as well as during individual family conferences. Sign in sheets are collected by the Principal. Interpreters available on request.

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))

At Wood Canyon Elementary we work to meet the children's academic as well as social-emotional needs. Materials and trainings will cover how to support student success and intervention strategies to support students. The following are topics offered at trainings:

a. Title I

b. STEAM

c. English Language Development

d. Social Emotional Learning

e. Various opportunities are available to parents such as being a school volunteer, observing school activities, and PIQE classes.

c) The school shall educate teachers, specialized instructional support personnel, principals and other school leaders, and other staff, with the assistance of parents through SSC or ELAC parent panels and feedback that informs staff PD, 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, implement and coordinate parent programs, and build ties between parents and the school; (20 USC 6318 (e)(3))

Both CUSD and Wood Canyon Elementary provide staff development and training for certificated and classified staff on how to support effective communication between school and home.

d) The school shall, to the extent feasible and appropriate, coordinate and integrate the parent involvement programs with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 USC 6318 (e)(4))

Resources for parents are made available through the Family Resource Center, at the District Office. In addition, school site staff provide resources to parents upon request, such as Preschool, Special Education, Family Engagement, and English Learners.

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

The school uses various modes of communication such as School Messenger, electronic mail, Text Messaging, and Talking Points to inform parents and families. School communications and Title I meetings are available in English and Spanish.

Additional languages are available upon request by contacting the school office. Services are provided through District Language Services.

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

Accessibility

Wood Canyon Elementary, 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) including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311) in a format and language that parents understand. (20 U.S.C. § 6318[f])

- *School communications and Title I meetings are available in English and Spanish. Additional languages are available upon request by contacting the school office. Services are provided through District Language Services.*
- *The Bilingual Community Liaison provides parents and families with resources and referrals to agencies that offer assistance as needed.*
- *Parents who would like to volunteer who cannot pay the fingerprinting cost are offered fingerprinting and clearance free of charge.*
- *Feedback from annual climate surveys, along with feedback from parent groups such as SSC and PTA, will inform school planning of Parent and Family Engagement events.*
- *SSC will complete an annual SPSA review and include feedback from parents on the SPSA plan and how the site will address parent concerns.*

Shared Responsibilities for High Student Academic Achievement

The School-Parent Compact outlines how parents, the entire school staff, and students share responsibility for improved student academic achievement, and how the school will provide high-quality curriculum and instruction and partner with families. The School-Parent Compact has been jointly developed, reviewed, and approved by the SSC and distributed to families at the beginning of the school year.

Wood Canyon Elementary maintains and annually distributes a School-Parent Compact that:

1. Provides at least one parent teacher conference each school year for elementary students, where the compact and the student's progress are discussed.
2. Provides frequent reports to parents and families on student progress.
3. Ensures reasonable access to staff and opportunities for parents to volunteer, participate in, and observe classroom activities.
4. Ensures regular, two-way, meaningful communication between home and school, including in languages parents and families understand

Adopted by the School Site Council on [insert date].