

2023-2024 Parent and Family Engagement Plan

School Name	Dual Immersion Academy
Date:	October 31, 2023

School Community Council: We invite parents, guardians, and other school community members to be part of our School Community Council. Council members will be involved in making school decisions, writing school plans, and assessing the effectiveness of school programs. They will also work with the school to plan the Parent Involvement activities. <https://www.schools.utah.gov/schoollandtrust/councils>

Members:

- Principal
- Parent members (at least two more parent/guardian, including parents of English learners)

Elections: School Community Councils hold elections annually to fill open seats. Local school boards set election timelines, and council elections may be held in the fall, or in the spring before the last week of school. Elections should be held at a consistent time for at least four years.

Recruitment/Announcements:

- In the registration package, posted on the website,
- In the weekly newsletter
- In all the school activities/conferences
- Provide notice of meetings on the school website one week before the council meeting is held.

The following is to ensure school-level parent and family engagement plans meet the requirements of Section 1116(b) of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA)

Assurances

The above-named school agrees to the following assurances:

- Involve parents of children served in Title I, Part A in decisions about how Title I Part A funds are spent
- Carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA
- Jointly develop/revise the plan with parents and make it available to the local community
- Involve parents and families in planning, reviewing, and improving schoolwide program plan
- Use the findings of the parent and family engagement plan review to design strategies for more effective engagement, and to review, if necessary, the school’s parent and family engagement plan
- Provide each family with timely notice information regarding their right to request information on the professional qualifications of the student’s classroom teachers and paraprofessionals
- Notify each family, in a timely manner, when their child has been assigned or has been taught for four or more consecutive weeks, by a teacher(s) who is out of the field

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- Provide each family with an individualized student report about the performance of their child(ren) on the State assessments [ESEA Section 1116]

Mission Statement

<p>1. Does the mission statement include: How the parent and family engagement plan is a shared responsibility?</p> <p>How the parent and family engagement plan will assist in providing high-quality instruction for all learners?</p>	<p>Dual Immersion Academy (DIA) believes that parent involvement is vital to a successful school and optimal student achievement. We believe every family has talents, skills, services, and ideas that need to be shared with our school to make DIA a remarkable place to learn and grow for our students. Families and community members will be involved in the collaborative planning, implementation, and evaluation of specified programs at Dual Immersion Academy.</p>
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Involvement of Parents

<p>2. Does the plan include: How the school will involve the parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including involvement in decision-making of how funds for Title I will be used [ESEA Section 1116]?</p>	<p>Parents of Dual Immersion Academy students will be involved in a continuous, organized, and timely manner through various means.</p> <p>As part of the Annual Title 1 meeting, parents will gain a clear understanding of how the Title 1 program is funded by the federal government and the guidelines of how funds may and may not be spent. The School Community Council has monthly informative meetings for parents to allow them to make suggestions and recommendations on how we can better serve them, as well as our students, academically. Parents will be provided with various resources and information concerning the Title I program. DIA also makes sure parents are involved in the decision-making process.</p>
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Coordination and Integration with Other Federal Programs

<p>3. Does the plan include: How the school will coordinate and integrate parent and family engagement programs and activities?</p> <p>How the school will coordinate and integrate parent and family activities that teach parents how to help their child(ren) at home [ESEA Section 1116]?</p>	<p>Dual Immersion Academy will coordinate and integrate parent and family engagement programs and activities through a variety of planned events throughout the school year. These programs will teach parents how to assist their students with learning at home through researched best practices.</p> <p>These are some strategies used by effective programs:</p> <ul style="list-style-type: none"> ● Approaching families from a strength-based perspective; that is, understand that all families have many strengths to help their children ● Providing a welcoming environment ● Implementing culturally and linguistically responsive services ● Providing opportunities and resources for families to feel safe and connected to the School community ● Giving parents guidance about how to navigate the school system ● Being flexible in scheduling school meetings and events ● Recognizing that families’ language and culture are strengths that should be shared at school and home ● Helping families to support their children’s development at home ● Parents can be encouraged to establish a sense of community by socializing their children in ways that preserve important features of their culture of origin <p>Below are programs linked to allowing a seamless flow of learning between home and school:</p>
Program	Coordination
Title I	To increase student achievement, DIA will provide professional development for staff regarding the Title 1 program. Parents will be informed of available Title 1 resources.
Title II	To increase student achievement, DIA will provide professional development to teach faculty and staff strategies to support their students.
Title III	To increase student achievement among English Language Learners (ELL), parents will be provided school communications in their native language, where appropriate. Parents will be provided with strategies for supporting students at home through Academic Parent-Teacher Teams (APTT), parent conferences, and Title 1 nights.

Annual Parent Meeting (required)

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<p>4. Does the plan include: A description of the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program?</p> <p>A description of the nature of the Title I Program that is shared with parents (schoolwide or targeted assistance)?</p> <p>A description of how the meeting will cover adequate yearly progress (AYP), school choice, and the rights of parents are covered at the annual meeting.</p>	<p>Below are the specific steps that will be taken to prepare for and conduct the annual Title I meeting. The plan includes advertisements for the event and family notification as well.</p> <p>The information to be shared with families via PowerPoint will consist of what it means to be a Title I school, its requirements, and how these funds support student learning in a supplemental way.</p> <p>Parents will learn:</p> <ul style="list-style-type: none"> ● School expectations and general program requirements ● State Assessment Overview ● Parents' Right to Know and Teacher Qualification ● DIA Parent-and-Family-Engagement Policy and Compact ● School-Family Compact, which discusses the rights and responsibilities of parents, students, and the school in the march toward higher student achievement. ● School Wide Plan ● Family engagement plan ● Parents will also be informed about how they can assist their students through volunteerism 		
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness

Schedule Annual Meeting	Title I Director	August 29, 2023	Add it to School Calendar November 9th and 10th
Advertise Annual Meeting	Title I Director and School Community Council	October, 2023	Class Dojo App Flyer/Newsletter/Marquee
Review and Approve Compact/Policy/Family Engagement Plan and conference procedures	Title I Director and School Community Council	October, 2023	SCC Meeting in october
Activity/ Task	Person Responsible	Timeline	Evidence of Effectiveness

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Create Sign-In Sheets	Title I Director and School Community Council	October, 2023	Completed Sign-In Sheets
Create PowerPoint Presentation and Agenda	Title I Director and School Community Council	October, 2023	PowerPoint Presentation
Print and assemble Title I Annual Meeting packets for distribution to face-to-face parents and students.	Title I Director and School Community Council	October, 2023	All parents will receive Annual meeting handouts either in person or online
Conduct Annual Meeting	Title I Director and School Community Council	November 9 & 10, 2023	Agenda Sign-in, Evaluation/ Feedback
Send out PowerPoint link and packet to parents	Title I Director and School Community Council	November 13, 2023	The link will be sent

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Flexible Parent Meetings

<p>5. Does the plan include: How will the school offer a flexible number of meetings, such as meetings in the morning or evening?</p> <p>How will the school provide, Title I funds, transportation, child care, or home visits, as such services relate to parent and family engagement [ESEA Section 1116]?</p>	<p>We will accommodate as many parents as possible by hosting all of our activities/school functions after 6 p.m. Parent/Teacher conferences will be conducted in the morning or afternoon to accommodate parent's schedules.</p> <p>As it relates to services related to parent and family engagement, the school will provide the following:</p> <ul style="list-style-type: none"> ● Childcare – Parents are welcome to bring children to all events and parent conferences. Childcare is available at Title I/SCC meetings if parents notify the school ahead of time. ● Additional Services to remove barriers to encourage event attendance ● Translators are available at events to help with language barriers.
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Building Capacity

<p>6. Does the plan include: How the school will implement activities that will build the capacity for meaningful parent/family involvement?</p> <p>How will the school implement activities that will build relationships with the community to improve student achievement?</p> <p>How the school will provide material and training to assist parents/families in working with their child(ren)?</p> <p>How the school will provide other reasonable support for parent/family engagement activities [ESEA Section 1116]?</p>	<p>Dual Immersion Academy prides itself on hosting opportunities where internal and external stakeholders are welcome to help increase student achievement.</p> <p>DIA will implement activities that will build relationships with the community to improve student achievement by hosting parent engagement events throughout the year that may include community partners' presence at some of the events.</p> <p>Plan Key points:</p> <ol style="list-style-type: none"> 1. Incorporates ongoing learning activities that are designed to help families understand, support, and advocate for the program. 2. Engages in community-building activities with families to promote close relationships, collaboration, and other forms of sociocultural competence. 3. Partners with families to promote home-school connections 4. Improves a positive and safe school climate where all families are valued and welcomed into the school community. <p>DIA will provide notification of Parent Academy events through the school website and social media outlets. Below are examples of the specific events that will build capacity for parent and family engagement:</p>
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Activity/ Task	Person Responsible	Correlation to Student Achievement/DLI	Timeline	Evidence of Effectiveness
School Community Council (SCC)	Principal	<p>School Community Council (SCC) meets to plan, review, and improve parent and family engagement policy/compact; and Title I school-wide improvement plan and Parent Engagement Plan.</p> <p>Parent suggestions, comments, and concerns are a monthly top agenda item.</p>	Monthly on Tuesday at 4:30 pm.	Sign In, Meeting agendas/note, Google Forms, Virtual Parent Input reports, Google Forms Virtual Vote for approval of said items
Classroom Activities (by grade)	Principal and Instructional Staff	Preparing Classroom materials at the school or at home.	Ongoing	Sign-in sheet
Literacy Night	ELA/Reading Department	Reading with students in school. Provide resources to help parents assist their student(s) with reading.	Date TBD (between February 26-29)	Sign In, Samples of handouts shared with parents, Photos
Back to School Night	Principal and Instructional Staff	Families and students will be able to explore the campus, meet the student's teachers, and learn about classroom expectations and homework.	August 18, 2023. From 6-8 pm.	Sign-in sheets
Kindergarten Orientation	Principal and Instructional Staff	Meet our teachers and learn about our program	August 9, 2023	Announcements

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Academic Parent-Teacher Teams (APTT)	Principal and Instructional Staff	<p>Parents will learn:</p> <ol style="list-style-type: none"> 1. School Goal and what the grade level is doing to support it 2. Grade level expectations and methods to support their child at home 3. Grade level testing requirements 4. Parent Academic Resources 	<p>3 times a year</p> <ul style="list-style-type: none"> - September 28, 2023 - January 25, 2024 - April 25, 2024. 	<p>Sign-in, Evaluation/ Feedback, Agenda, Samples of handouts shared with parents, photos</p>
Españolandia	DLI Team/School Counselor	<p>Families can attend cultural celebrations to help children gain knowledge of and positive perceptions toward culture. Parents of native-English-speaking children can utilize these approaches as well to promote cultural knowledge and identity.</p>	<p>Date: April 19, 2024</p>	<p>Sign-in sheets volunteers, photos</p>
Parent Teacher Conferences	Principal and Instructional Staff	<p>We will meet with parents and their students to go over their student's data: assessments, discipline, attendance, and academic material that will assist students with completing assignments at</p>	<p>Ongoing</p>	<p>Flyer/Agenda/ Sign-in sheets</p>

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		home.		
Feria de las Culturas	DLI team/School Counselor	<p>To educate students and families about various cultures and Build social connectedness.</p> <p>Families can attend cultural celebrations to help children gain knowledge of and positive perceptions toward culture. Parents of native-English-speaking children can utilize these approaches as well to promote cultural knowledge and identity.</p>	October 27, 2023.	Flyer/Agenda/ Sign- In Sheets
DIA Family Christmas Party	Principal	To see families enjoying themselves without the pressures of school. Opening up the school to help build a positive relationship between families and staff.	Dec 7, 2023	Sign-in sheet/ Photos
Workshops (SEL, bullying, suicide, safety fair)	Shannon	<p>1. Parent Education Night provided by SAPREA on the top 5 ways to prevent child sexual abuse</p> <p>2. Bullying/Suicide</p>	<p>Nov 15th 6-7 PM (1st Trimester)</p> <p>2nd Trimester</p>	Sign-in sheet/ Photos

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		Parent education night 3. Domestic violence/safety fair	3rd Trimester	
Newsletter, website, email communication	Admin	Parents and students will have access to information about school events/activities	Ongoing	Website resources, survey feedback, copies of newsletter/emails

Staff Development

<p>7. Does the plan include: A description of the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders, and other staff:</p> <ul style="list-style-type: none"> - with the assistance of parents/families, in the value and utility of contributions of parents/families? - in how to reach out to, communicate with, and work with parents/families as equal partners? - in implementing and coordinating parent/family programs, and in building ties between parents/families and the school [ESEA Section 1116]? 	<p>In an effort to build the capacity of all school staff, Dual Immersion Academy devotes sufficient resources to effectively carry out high quality and ongoing professional development for teachers, principal, and paraprofessionals and, if appropriate, pupil services personnel, parents, and other staff to enable all students to meet the state's academic achievement standards.</p>
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Other Activities

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<p>8. Does the plan include: How other activities, such as the parent resource center, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their child(ren) [ESEA Section 1116]?</p>	<p>Dual Immersion Academy will utilize a variety of resources to assist parents and families with their needs. Some resources available to parents and families are as follows:</p> <ul style="list-style-type: none"> • Clothes donation • Toys donation • The School Counselor has resources that include but are not limited to: <ul style="list-style-type: none"> o Counseling Services o Behavioral Support Services
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Communication

<p>9. Does the plan include: How the school will provide timely information about the Title I programs?</p> <p>How the school will describe and explain the curriculum at the school, the forms of assessment used to measure student progress and the achievement levels students are expected to obtain?</p> <p>How, 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 child(ren)/</p> <p>How the school will submit parents/families' comments if the schoolwide plan is not satisfactory to them [ESEA Section 1116]?</p>	<p>Dual Immersion Academy will maintain communication about Title 1 programs through the following:</p> <ul style="list-style-type: none"> • Hosting the Annual Title 1 Meeting <p>Teachers and other staff members will support parents' understanding of curriculum, forms, and assessments used to measure progress and expected achievement through the following:</p> <ul style="list-style-type: none"> • School Compact • Parent Teacher Conferences and APTT (Academic Parent Teacher Teams) • ASPIRE • School announcements ClassDojo, Flyers and/or social media. <p>Parents will be included in the formulation of suggestions and decision making through the following:</p> <ul style="list-style-type: none"> • Parent Surveys • Participation in SCC to review the School Improvement Plan (SIP), Family Engagement Plan, and School Compact. <p>If the school-wide plan is not satisfactory to parents, feedback will be presented at the SCC meeting for discussion, review, and needed updates.</p>
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Accessibility

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<p>10. Does the plan include: A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families?</p> <p>A description of how the school will share information related to school an parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand?</p>	<p>Dual Immersion Academy will establish a host of opportunities for parents and families to participate in school activities through ensuring multiple levels of access for parents and families. The following methods will be used:</p> <ul style="list-style-type: none"> • Family Events (when possible) will be presented in English and Spanish. • When possible, offer multiple offerings for events throughout the day to accommodate the schedules of parents and families. <p>Information will be shared through a variety of mediums, to reach the highest number of parents and families. Below are a variety of methods for reaching parents and families:</p> <ul style="list-style-type: none"> • Flyers • Newsletters • ClassDojo • Phone calls • School Website • Email <p>And other known best practices as needed.</p>
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Discretionary Activities

<p>11. Does the plan include: Any activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to parent/family engagement, etc.)</p>	<p>N/A</p>
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Barriers

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<p>12. Does the plan include: A description of the barriers that hindered participation by parents during the previous school year?</p> <p>A description of the steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children [ESEA Section 1116]?)</p>	<p>Families with children in Dual Immersion Academy have been surveyed to learn about their involvement in the school, and their attitudes toward the school, program, and their children’s progress.</p> <p>Based on The Parent and Family Engagement Plan and accompanying feedback acknowledges the existence of the following barriers to parent and family engagement:</p> <ul style="list-style-type: none"> ● Economically disadvantaged: Many ethnic minority and low-income families do not understand the school system. ● Language and Education: Some families include a sense of alienation, distrust, and, for some families, a perception that their low educational skills or proficiency in English are not sufficient to assist in the classroom. ● Transportation ● Communication processes <p>As educators, we have the opportunity to create meaningful partnerships that focus on the children and their education and that disturb the unequal power relations between home, school, and community.</p> <p>Below are examples of how Dual Immersion Academy will address barriers that exist:</p>
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Barriers (Including the Specific Subgroup)	Steps the School will Take to Overcome
Economically disadvantaged (FRL)	Provide food during most evening events, free lunch for all students, Clothing and Christmas baskets.
Education (SWD) (ELL) (FRL)	Back to School Night and other events –grade level expectations for the year, using vocabulary and visuals to enhance the ability of all participants to understand the presented information. Have a translator (as needed) present to ELL families.
Language barrier (ELL)	Provide Spanish translation as needed.
Communication	Notes sent with students, school website, school marquee, flyers (English and Spanish), Class DoJo App, and phone calls.
Time	Schedule events later in the evening or using virtual platforms so all parents can receive the information and attend.

School-Parent Compact

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<p>13. Does the plan include: As a component of the school-level parental involvement policy/plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement?</p>	<p>Provide a scanned copy with this document of the School-Parent Compact and evidence of parent input in the development of the compact.</p> <p>Attached</p>
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Adoption

The parental involvement policy/plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by

This policy/plan was adopted by the school on and will be in effect for the period of .

The School will distribute this policy to all parents of participating Title I, Part A children on or before .

Signature of Authorized Personnel	
Date	

Provide evidence that this policy/plan has been developed with the input from parents based on the review of the previous school years' Parent and Family Engagement Plan if applicable.

The following documents can be submitted as evidence:

- Parent survey of previous year's events and activities
- Any SCC artifacts where Title I topics were on the agenda
- Parent Feedback Summary of PFEP Evaluation
- Parent and Family Engagement Activities Tracking Form