Title I, Part A: Washington Manor Middle School
Parent and Family Engagement Policy

Washington Manor Middle School, with parents and family members, has jointly developed, mutually agreed upon, and distributed to parents and family members of participating children in Title I, Part A programs, the following requirements as outlined in the Every Student Succeeds Act (ESSA) sections 1116(b) and (c).

Describe how parents and family members of participating children in Title I, Part A programs are involved in jointly developing, distributing to, a written school parent and family engagement policy, agreed upon by such parents for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

Families are invited to attend a Title 1 meeting, where the School Parent and Family Engagement Policy is reviewed. Input is solicited from parents in an open forum. The public is invited to a School Site Council meeting, where the document is also reviewed and input is taken.

At the annual Back to School Night, Title I information is shared with all families. Parents have an opportunity to provide input related to Title I activities and the parent engagement policy. The school site council reviews the input and may incorporate suggested ideas into the written policy as appropriate.

Describe how parents and family members of participating children in Title I, Part A programs, may amend a parent and family engagement school policy that applies to all parents and family members, if necessary, to meet the requirements (ESSA Section 1116[b][2]):

Families may attend the yearly Title I meeting to give input into the School Parent and Family Engagement Policy. Parents and family members can participate in a variety of parent participation activities and provide input and feedback. That input is then presented to the School Site Council, which can then use that information to amend the parent and family engagement school policy as necessary. If families have input at other times, they may email the school principal at *nsandoval@slzusd.org.*

Describe how the Local Educational Agency (LEA) involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, and how the LEA may amend that policy, if necessary, to meet the requirements (ESSA Section 1116[b][3]):

SLZUSD has a parent and family engagement board policy that applies to all students and families. Annually, the district gathers input from the many parent committee meetings, which, in turn, may be used to amend the policy. Annually, the school gathers input from the ELAC meetings, SSC meetings, as well as parent community meetings, which in turn, may be used to amend the family engagement policy as needed.

Describe how parents and family members of children participating in Title I, Part A programs can, if they find that the plan under ESSA Section 1112 is not satisfactory to the parents and family members, and the LEA shall submit the parent comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

If parents and family members of children participating in a Title 1 Part A program find the plan unsatisfactory, the parents should communicate their concerns to the principal of the site either verbally or in writing. The principal will document the complaints anonymously in the appropriate section below. Also, the principal will forward the written complaint to the Office of Grants and Compliance.

Describe how the school served by Title I, Part A funds holds an annual meeting, at a convenient time, to which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A and to explain the requirements and the rights of the parents to be involved (ESSA Section 1116[c][1]):

Washington Manor Middle School holds an annual Title I meeting, Back to School Night, to review spending of Title I funds, the family's role in participation and to get input from families regarding budgetary decisions. Families receive information about our school's Parent and Family Engagement Plan and are informed of their parental right to be involved in the planning and development of the plan through meetings, surveys, and questionnaires. Parents were informed that if the plan is not satisfactory, they may submit comments on the plan to the school administrator. The plan is translated and posted in our weekly communications and to the school's website.

Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening or other ways and may provide, with funds provided under Title I, Part A, for transportation, child care, or home visits, as such services relate to parental involvement (ESSA Section 1116[c][2]):

Washington Manor Middle School offers a variety of engagement opportunities for families at different times throughout the day, as well as on different days throughout the year. Parent Involvement meetings include in-person and virtual opportunities.

Describe how parents and family members of participating children are involved, and in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of schoolwide program plan under ESSA Section 1114(b), except that if a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children (ESSA Section 1116[c][3]):

Washington Manor Middle School will offer a flexible number of engagement meetings at times convenient for families. During the meetings, parents will be provided with timely information about Title I Part A programs.

Washington Manor Middle School School Site Council meets seven times a year and annually reviews and amends its Title I Part A programs and the Title I School Parent Involvement Policy. PTSA meetings, directly following SSC meetings, and ELAC meetings, held four times a year, provide additional opportunities for review and planning of Title 1 programs.

Describe how the school is providing parents and family members of participating children of Title I, Part A programs: timely information about programs under Title I, Part A; a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and 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 (ESSA sections 1116[c][4][A-C]:

Washington Manor Middle School provides parents of participating children with timely information about programs under Title I during Back to School Night, SSC and ELAC Meetings, and Parent Engagement Activities. This includes a description and explanation of the curriculum in use, forms of academic assessment used to measure student progress achievement levels of the challenging State academic standards, and if requested by parents, opportunities for regular meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicable possible.

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 with limited English proficiency, parents with disabilities, and parents of migratory students can understand.

Washington Manor Middle School provides opportunities for the following regular meetings that allow the parents to participate in decisions relating to the education of their children. The information regarding the meetings and events is available on the school website.

Washington Manor Middle School's Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on October 9, 2025. The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before November 13, 2025.

Signature Page

Nicole Sandoval - Principal of Washington Manor Middle School

Name and Title of Authorized Official



Signature of Authorized Official

OCTOBER 9, 2025

Date