

### **Parent and Community Engagement**

Imlay City Schools has an effective outreach to parents/guardians of ELLs through programs, activities, training, or family informational opportunities. These activities are documented to show that parents are involved stakeholders. To that end, the district, under the guidance of the Title III Director/Director of State and Federal Programs, will:

1. Create an engagement plan which includes descriptions of activities and the inclusion of parent surveys to evaluation the effectiveness of the programs.
2. Notify parents within 30 days after the beginning of the school year or two weeks during the school year after their student enrolls, regarding participation in the EL/Title III program.
3. Gather information from the WIDA assessment and provide parent information in an understandable format, in the language to the extent they can understand and as requested. Information will include code of conduct, handbooks, report cards, special education or MTSS notices, health notices, and other pertinent information.
4. Send parent letter of the results of the W-APT and procedures and LEP parent letter.
5. Provide notification letters and translations, copies of signed letters of waiver/refusal, gather documentations of conversations with parents as well as assess documentation that EL parents are informed of the WIDA testing requirements for all EL students.