

Instruction

PARENT INVOLVEMENT

District Strategies for Title I Schools

To ensure that parents/guardians of students participating in Title I programs are provided with opportunities to be involved in their children's education, the Superintendent or designee shall:

Involve parents/guardians of participating students in the joint development of the Title I local educational agency (LEA) plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316 (20 USC 6318)

The Superintendent or designee may:

- Invite input on the LEA plan from other district committees and school site councils
- Communicate with parents/guardians through the district newsletter, web site, or other methods regarding the LEA plan and the opportunity to provide input
- Provide copies of working drafts of the LEA plan to parents/guardians in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand
- Ensure that there is an opportunity at a public Board meeting for public comment on the LEA plan prior to the Board's approval of the plan or revisions to the plan
- Ensure that school-level policies on parent involvement address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans

The Superintendent or designee will take the following actions to involve parents in the activities of Title I schools, including the process of school review and improvement under section 1116 of the ESEA:

- Using a variety of techniques and resources, communicate regularly regarding activities at Title I schools.
- Share student performance/assessment data with parents at regularly scheduled Title I, DELAC, ELAC, GATE Advisory, etc. meetings
- Share highly qualified teacher and paraprofessional data with parents.
- Involve parents in brainstorming and school improvement planning sessions.

The Superintendent or designee will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- Assign a coordinator or liaison to oversee the parental involvement component of the district's program improvement efforts.
- Use the ELAC's/DELAC, School Site Councils, GATE Advisory Committee, etc., as a source of information, feedback, suggestions and communication regarding program improvement.
- Provide materials and training to help parents work more effectively with their children to improve academic performance.
- Encourage parents to visit the campus, attend classes, participate in Back-to-School Night, Spring Open House and attend school activities.
- Encourage parents to communicate with teachers through conferences, email, or phone.
- Provide parent training on how to monitor attendance, assignments, and student progress.
- Use appropriate funding sources to support parental involvement.
- Coordinate meeting dates with other schools in the community to avoid conflicts

The Superintendent or designee will coordinate and integrate parental involvement strategies in Title I, Part A with parental involvement strategies in the GATE and English Learner programs by:

- Inviting parents to attend and providing translators at program meetings and meetings of district advisory committees such as the DELAC, Title I, Curriculum Advisory Committee, Family Life Committee, and the Career Technical Education Advisory Committee.
- Encouraging parents to take advantage of the Parent Project, Palomar Family Counseling programs, ROP and Palomar College programs on campus.
- Providing information to parents regarding programs designed to improve student performance such as the Learning Center, Math and Language Arts Intervention programs, and the Self-Improvement Academy (SIA), and the ASSETs After School Programs.

The Superintendent or designee will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater

participation by parents in parental involvement activities with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background (20 USC 6318)

The Superintendent or designee will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (with parent input) its parental involvement policies.

- Distribute a survey to all parents and compile results.
- Analyze data and report information to parents in a regularly scheduled meeting. In addition, results will be mailed parents.
- The District Assistance Team, working with parents, will use the survey results, in conjunction with student performance data, to develop strategies for more effective parental involvement.
- The District Assistance Team and parents will, if necessary, revise its parental involvement policy and forward to the Board of Trustees for review and approval.
- Assess the district's progress in meeting annual objectives for the parent involvement program, notify parents/guardians of this review and assessment through regular school communications mechanisms, and provide a copy to parents/guardians upon their request (Education Code 11503)

Superintendent or designee will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

1. The Superintendent or designee will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding State content and performance standards, State and local assessments, requirements of Title I, how to work with educators, and how to monitor their student's progress. The district will:
 - Mail assessment results to parents and hold parent information night at which state content and performance standards and benchmarks are explained, as well as assessment results.
 - Standards and benchmark information will be posted on the district website.
 - Provide parent training on how to monitor attendance, assignments, and student's academic progress.
 - Provide parent training through the Parent Project.

- Hold a Fall Back-to-School Night, Spring Open House, and parent information nights presented by Guidance Services.
 - Send parents to workshops/training sessions such as CABE and Latino/Latina summit.
2. The Superintendent or designee will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their student's academic achievement, and foster parental involvement by:
- Provide Parent Project training.
 - Holding informational nights presented by Guidance Services.
 - Providing parent training on how to monitor attendance, assignments, and student's academic progress.
 - Make resources available to parents
 - Encouraging parents to attend ROP and Palomar College classes offered on campus.
 - Offering parents the opportunity to attend CABE, Literacy Summit, etc.
3. The Superintendent or designee will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Providing training to staff at a pre-school workshop day, staff buy-back days, strategy session days and other training opportunities.
 - Providing district support for site administrators to enroll in AB430 training.
 - Encouraging parents to become active participants on committees such as the Curriculum Advisory Committee, ELAC, School Site Council, Career Technical Education Advisory Committee, Wellness Advisory Committee, etc.
 - Encouraging teachers to reach out to students and parents through conferences, emails, phone calls, etc.
 - Focusing attention on California standards for the teaching profession
4. The Superintendent or designee will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with other programs, and conduct other activities that encourage and support parents in more fully participating in the education of their children, by:

- Inviting parents to attend the Parent Project.
 - Encouraging parents to visit the Career Center.
 - Encouraging parents to visit the Parent Welcome Center
 - Providing parent information nights on a variety of topics coordinated by the Guidance Department.
 - Providing parents opportunities to attend workshops and conferences
5. The Superintendent or designee will take the following actions to ensure that 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 can understand:
- Make available meeting notices, principals' newsletters, and activities information, in English and Spanish, to parents.
 - Use the phone dial-out system to contact parents.
 - Post a calendar of events, meeting notices, daily bulletin, principals' newsletters, etc., on the website.
6. The Superintendent or designee will provide other such reasonable support for parent involvement activities as parents/guardians may request
7. The Superintendent or designee will inform parents/guardians and parent organizations of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students

In addition, the Superintendent or designee may:

- Pay reasonable and necessary expenses associated with parent involvement activities, including transportation and child care costs, to enable parents/guardians to participate in school-related meetings and training sessions
- Train parents/guardians to enhance the involvement of other parents/guardians
- Arrange school meetings at a variety of times or, when parents/guardians are unable to attend such conferences, conduct in-home conferences between parents/guardians and teachers or other educators who work directly with participating students

- Provide a master calendar of district activities and district meetings
- Provide information about opportunities for parent involvement through the district newsletter, web site, or other written or electronic means
- Engage parent-teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions
- To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians as needed
- Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions
- Regularly evaluate the effectiveness of staff development activities related to parent involvement.
- The district's Board policy and administrative regulation containing parent involvement strategies shall be incorporated into the LEA plan and distributed to parents/guardians of students participating in Title I programs. (20 USC 6318)

School-Level Policies for Title I Schools

At each school receiving Title I funds, a written policy on parent involvement shall be developed jointly with and agreed upon by parents/guardians of participating students. Such policy shall describe the means by which the school will: (20 USC 6318)

1. Convene an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend, in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved
2. Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care, and/or home visits may be provided as such services relate to parent involvement
3. Involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent involvement policy, and if applicable, the joint development of the plan for schoolwide programs pursuant to 20 USC 6314.

The school may use an existing process for involving parents/guardians in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.

4. Provide the parents/guardians of participating students all of the following:
 - a. Timely information about Title I programs
 - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet
 - c. If requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and, as soon as practicably possible, responses to the suggestions of parents/guardians
5. If the schoolwide program plan is not satisfactory to the parents/guardians of participating students, submit any parent/guardian comments when the school makes the plan available to the district.
6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, the entire school staff, and students will share responsibility for improved student academic achievement and the means by which the school and parents/guardians will build a partnership to help students achieve state standards

This compact shall address:

- a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to achieve the state's student academic achievement standards
- b. Ways in which parents/guardians will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television viewing; volunteering in the classroom; and participating, as appropriate, in decisions related to their children's education and the positive use of extracurricular time
- c. The importance of communication between teachers and parents/guardians on an ongoing basis through, at a minimum:
 - (1) Periodic reports to parents/guardians on their children's progress
 - (2) Reasonable access to staff, opportunities to volunteer and participate in their child's classroom, and observation of classroom activities

7. Build the capacity of the school and parents/guardians for strong parent involvement by implementing the activities described in items #3 in the section "District Strategies for Title I Schools" above
8. To the extent practicable, provide full opportunities for the participation of parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migrant children, including providing information and school reports required under 20 USC 6311(h) in a format and language such parents/guardians can understand

If the school has a parent involvement policy that applies to all parents/guardians, it may amend that policy to meet the above requirements. (20 USC 6318)

Each school's parent involvement policy shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

Each school receiving Title I funds shall annually evaluate the effectiveness of its parent involvement policy. Such evaluation may be conducted during the process of reviewing the school's single plan for student achievement in accordance with Education Code 64001.

The principal or designee, jointly with parents/guardians of participating students, shall periodically update the school's policy to meet the changing needs of parents/guardians and the school. (20 USC 6318)

District Strategies for Non-Title I Schools

For each school that does not receive federal Title I funds, the Superintendent or designee shall, at a minimum:

1. Engage parents/guardians positively in their children's education by helping them develop skills to use at home that support their children's academic efforts at school and their children's development as responsible members of society (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide or make referrals to literacy training and/or parent education programs designed to improve the skills of parents/guardians and enhance their ability to support their children's education
- b. Provide information, in parent handbooks and through other appropriate means, regarding academic expectations and resources to assist with the subject matter

- c. Provide parents/guardians with information about students' class assignments and homework assignments
2. Inform parents/guardians that they can directly affect the success of their children's learning, by providing them with techniques and strategies that they may use to improve their children's academic success and to assist their children in learning at home (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide parents/guardians with information regarding ways to create an effective study environment at home and to encourage good study habits
 - b. Encourage parents/guardians to monitor their children's school attendance, homework completion, and television viewing
 - c. Encourage parents/guardians to volunteer in their child's classroom and to participate in school advisory committees
3. Build consistent and effective communication between the home and school so that parents/guardians may know when and how to assist their children in support of classroom learning activities (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Ensure that teachers provide frequent reports to parents/guardians on their children's progress
- b. Provide information about parent involvement opportunities through district, school, and/or class newsletters, the district's web site, and other written or electronic communications
- c. To the extent practicable, provide notices and information to parents/guardians in a format and language they can understand
- d. Develop mechanisms to encourage parent/guardian input on district and school issues
- e. Identify barriers to parent/guardian participation in school activities, including parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background
- f. Encourage greater parent/guardian participation by adjusting meeting schedules to accommodate parent/guardian needs and, to the extent practicable, by providing translation or interpreter services, transportation, and/or child care

4. Train teachers and administrators to communicate effectively with parents/guardians (Education Code 11502, 11504)

The Superintendent or designee may:

- a. Provide staff development to assist staff in strengthening two-way communications with parents/guardians, including parents/guardians who have limited English proficiency or limited literacy
- b. Invite input from parents/guardians regarding the content of staff development activities pertaining to home-school communications

5. Integrate parent involvement programs into school plans for academic accountability

The Superintendent or designee may:

- a. Include parent involvement strategies in school reform or school improvement initiatives
- b. Involve parents/guardians in school planning processes

Policy

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FALLBROOK UNION HIGH SCHOOL DISTRICT

Fallbrook, California