

El Tejon School

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El Tejon School Parent Involvement Policy

El Tejon School has developed a written Title I Parental Involvement Policy in accordance with Board Policy 6020 and with input from Title I parents. The parent involvement policy was created as part of the single school plan. The Single Plan for Student Achievement (SPSA) was developed with input from parents on the School Site Council and the members of the English Learner Advisory Committee. Copies of the El Tejon Parent Involvement Policy describes the means for carrying out the following Title I parental involvement requirements [Title 1 Parental Involvement, 20 USC 6138 (a) – (f)].

Involvement of Parents in the Title I Program

El Tejon School does the following:

Convenes an annual meeting to inform parents of Title I students of Title I requirement and their rights to be involved in the Title I program

- A yearly Title I parent meeting is held on Back to School Night. Parents receive a handout outlining the Title I program and how it is used to benefit students. Parents are also informed on how they can be involved at the school within 45 days of the start of school.

Offers a flexible number of meetings

- In the future additional meetings will be scheduled to accommodate parents as needed. El Tejon School holds the annual Back to School Night to inform parents of Title I and other educational programs in place at the school. In addition, parents receive information about the school site through the PTSO, English Learner Advisory Committee (when convened). Meetings are announced through the newsletters, postings at the school site, using the phone message system. Notifications are sent in Spanish.

Involves parents of Title I students in a organized, ongoing, and timely way, in the planning, review, and improvements of its Title I programs and the Title I Parental Involvement Policy (must be periodically updated to meet the changing needs of parents)

- Parents are involved in the planning, review and improvements of the Title I program and parental involvement policy through participation in the School Site Council, English Learner Advisory Committee, School Advisory Committee and PTSO. All contribute to the policy review and necessary changes. An annual needs survey is distributed to parents to assess the effectiveness of the school in meeting student needs.

Provides parents of Title I students with timely information about Title I programs

“Home of the Badgers”

- Parents are notified at Back to School Night of the Title I programs offered at El Tejon School. Title I information becomes available through newsletters, flyers, school website, the phone message system, and school calendar. Notifications are also translated in Spanish.

Provides parents of Title I students with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet. Parents know there is an open door policy to discuss child progress and concerns with administration.

- Parents are given an explanation at Back to School Night of the curriculum, assessments and proficiency levels students are expected to meet at El Tejon School.
- Parents are provided with a list of resources to support homework.
- Parent/Teacher conferences take place annually in the fall and Parent Education Sessions are scheduled at least once a quarter.
- Quarterly information is shared with parents regarding academic progress through progress reports and report cards.

Provides parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.

- Parents are encouraged to participate in English Learner Advisory Committee, School Site Council, PTSO, School Advisory Committee (when convened) and Parent Education Sessions learn more about their students' education.

Home-School Compact

El Tejon School has jointly developed with and distributed to parents of Title I student a home school compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California Common Core Standards. The home school compact describes the following items in addition to items added by parents of Title I students:

The school's responsibility to provide high-quality curriculum and instruction, the parents' responsibility to support their children's learning, the importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program

- The Home-School compact was developed with input of the teachers during a staff meeting. The SSC parents and the PTSO have input on the parent portion of the compact. The student portion was created with the input of the ASB officers. The compact was sent home with students and posted on El Tejon School website.

Building Capacity for Involvement

El Tejon School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

Assists Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.

- Parent Education classes are offered to assist parents with understanding the academic content standards, assessments, and how to monitor and improve the achievement of their children.
- At parent teacher conferences the Common Core State Standards are distributed to parents. Parents are also given information regarding state testing and district assessment results.
- Teachers provide weekly and/or mid-quarter progress reports to parents.

Provides materials and training to help Title I parents work with their children to improve their children's achievement;

- Parent Education classes are offered to assist parents with training on how to work with their children at home to improve school achievement. Meetings will be held in the district provided Parent Involvement Center.
- El Tejon School will provide parents with academic tips via the school newsletter, bulletins and website and parent trainings.

Educates staff, with the assistance of Title I parents, in the value of parent contributions and how to work with parents as equal partners;

- Parents and staff work together collaboratively through communications during parent-teacher conference, School Site Council and PTSO.

Coordinates and integrates the Title I Parental Involvement Program with other programs and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;

- All parents are invited to attend the parent education sessions. Parents are also encouraged to volunteer in classrooms and participate in the PTSO, ELAC and SSC.
- Community members are invited to the school for special events, such as District Science Fair, Red Ribbon Week, Quarterly Awards Assemblies, and other special school wide assemblies.

Distributes to Title I parents information related to school and parent programs, meeting and other activities in a form and language that the parents understand; and

- Parents are notified of information related to the school and parent programs with a quarterly newsletter. Separate notices are distributed for each meeting and are sent home. Notices are also posted on the bulletin board and in the newsletter. A phone message system is also used to inform parents of upcoming opportunities. The school website also lists upcoming activities. An earnest effort is made for all communication to be translated in Spanish.

Provides support for parental involvement activities requested by Title I parents.

- Every effort is made to accommodate specific requests for parent involvement activities. Meeting rooms are readily offered to hold such meetings.
- Class newsletters are distributed to notify parents of upcoming class activities.
- Site Administrator will assist with the organization of parent involvement activities.

- Parents are invited to all assemblies and programs (Talent Show, Science Fair, Spelling Bee, Quarterly Awards Assemblies, Carnival, and Banquets etc.).

Accessibility

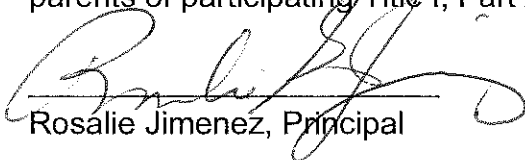
El Tejon School provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, parents of migratory students and foster and homeless youth. This includes providing information and school reports in a form and language parents understand.

- Parents are notified of information related to the school and parent programs with a quarterly newsletter. Separate notices are distributed for each meeting and are sent home in English and Spanish (translated by district staff member). Notices are also posted on the bulletin board and sent via the phone message system. The school website also lists upcoming activities. An earnest effort is made to translate all notices in Spanish.

School Level Adoption

Provide evidence that this policy/plan has been developed with the input from parents and based on the review of the 2014-2015 school plan. 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 (meeting, minutes/date).

This policy/plan was adopted by the school on October 9, 2015 and will be in effect for the period of October 9, 2015 to October 9, 2016. The school will distribute this policy to all parents of participating Title I, Part A children on or before October 12, 2015.


Rosalie Jimenez, Principal

October 9, 2015

Policy Reviewed - Pending
Policy Revised – Pending
Policy Approved – Pending