



# Sylvan Union School District

## The C. F. Brown Elementary School Parental Involvement Policy

### SCHOOL BELIEFS:

#### **C. F. Brown Elementary School believes:**

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring the following:*

- *Parents play an integral role in assisting their child's learning and in their child's academic success;*
- *Parents are actively involved in their child's education at school;*
- *Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.*

### IMPLEMENTATION OF THE REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY

#### **C. F. Brown Elementary School takes the following actions:**

1. Involves parents in the development, annual revision and periodic update of the School Parental Involvement Policy to meet the changing needs of parents and the school:
  - The annual revision of the *Single Plan for Student Achievement*, including the Comprehensive Needs Assessment, leading to the review/revision of the School's Parental Involvement Policy and the School Compact by December;
  - The School Site Council and English Learner Advisory Council (ELAC) shall review and revise as necessary the next school year's Parental Involvement Policy during the beginning of each year and share with other parent-teacher organizations prior to the end of the school year;
2. Makes available the Parent Involvement Policy annually to parents and community members as follows:
  - Copies of The Parental Involvement Policy are available to all parents in the front office;
  - The School Compact reviewed and signed at the beginning of each year;
  - The School Parental Involvement Policy and the School Compact posted on the school's website.
3. Convenes an annual Title I meeting at the beginning of the school year to inform parents of the following:
  - School and student's participation in Title I and requirements of the Title I Program;
  - Parents' rights to be involved as listed in the Title I, Part A, Section 1118 regulations and the Sylvan Union School District parental involvement policy and administrative regulations (Board Policy and Administrative Regulations 6020). (See attached).
4. Holds a flexible number of meetings at varying times, and may provide child care paid with Title I funding as long as these services relate to parental involvement:
  - Parent-Teacher Committee Meetings;
  - School Site Council Meetings;
  - English Learner Advisory Committee (ELAC) Meetings (if a separate committee);
  - Kindergarten Readiness Nights
  - Family Fridays

5. Provides ongoing timely information to parents about the Schoolwide Title I program through the school website and regular parent notices providing dates and times for events and meetings sent to each parent.
6. Provides a description and explanation of the school's curriculum that utilizes effective instructional strategies based on scientifically based research, the forms of academic assessment used to measure student progress, and the reform strategies that give students opportunities to meet the state's proficient and advanced levels of academic performance:
  - The School Accountability Report Card and *Single Plan for Student Achievement* are both posted on the school website; or a hard copy is available in the school office.
  - Regular parent notices and related mailings include the school's website address.
7. Provides parents opportunity to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their students:
  - School Site Council (SSC) and English Learner Advisory Council (ELAC) agendas shall provide opportunity for parent input;
  - Parent concerns are directed first to the classroom teacher and then the principal.
8. Submits to the district any parent comments under section (1114)(b)(2) if the *Single Plan for Student Achievement* is not satisfactory to parents of participating students.

## SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. **C. F. Brown Elementary** School supports a partnership among the school, parents and the community to improve student academic achievement as described below:
  - The school incorporates the School-Parent Compact as a component of its School Parental Involvement Policy;
  - The school, with the assistance of the district, expands parents' understanding of topics relevant to them, such as: parent-teacher committee meetings; Annual Title I Presentation; Parent Handbook and Information posted on the district/school website. Other topics may include, but are not limited to:
    - o The State's academic content standards;
    - o The State's student academic achievement standards;
    - o The State and local academic assessments including alternate assessments;
    - o How to monitor their child's progress;
    - o The requirements of Title I., Part A.
  - The school, with the assistance of the district, provides materials and training to help parents improve their students' academic achievement through activities, such as:
    - School sponsored parent nights supporting all parents through reading and math parent-student nights and other family literacy activities.
2. The school and district provide collaboration on the following programs and activities related to parent and community involvement:
  - The school provides parent/staff representation to District English Learner Advisory Committee (DELAC) Meetings;
  - The school provides parent representation to the Parent Advisory Committee (PAC) meetings;
  - School representation at the Parent Advisory Committee (PAC), and District English Language Advisory Committee (DELAC) monitor the implementation of the district's Parent Involvement Action Plan that is embedded in the Local Educational Agency Plan (LEAP), advise the school on the upcoming year's Parent Involvement Action Plan that is embedded in the *Single Plan*, and inform the School Site Council (SSC), English Learner Advisory Committee (ELAC), and Parent Teacher Committee Meetings.

3. The school takes action, to the extent feasible and appropriate, to ensure information related to the school parent-programs, meetings, and other activities, is given to the parents of participating students in an understandable and uniform format.

## **DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Involving parents in the development of training for teachers, principals, and other educators to improve its effectiveness and ensure instruction to their students by highly qualified teachers. Parent representatives on the School Site Council (SSC) and English Language Advisory Committee (ELAC) and the *Single Plan for Student Achievement* Revision Team will advise the school on staff development included in the *Single Plan*.
2. Paying for reasonable and necessary expenses associated with parental involvement activities, including child care costs, to enable parents to participate in school-related meeting and training sessions, such as:
  - Parent representatives on the School Site Council (SSC), English Language Advisory Committee (ELAC), and the *Single Plan for Student Achievement* Revision Team advise the school on the budget related included in the *Single Plan*;
  - Parent representatives on the Parent Advisory Committee (PAC) and the District English Learner Advisory Committee (DELAC) review and comment on development of the Local Control and Accountability Plan (LCAP).
3. Training parents to enhance the involvement of other parents:
  - Parent representatives from this school participate in an annual training of trainers with the Parent Advisory Committee members. Becoming trainers themselves, the site representatives carry pertinent training back to their sites.
  - Parent representatives on the School Site Council (SSC), English Language Advisory Committee (ELAC), and the *Single Plan for Student Achievement* Revision Team advise the school on training included in each year's *Single Plan for Student Achievement*.
4. Increasing parental involvement and participation in their students' education, the school endeavors to arrange meetings at a variety of times and days, or to conduct telephone conferences between teachers and/or staff.
5. Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs:
  - The Parent Advisory Committee meets at least twice a year;
  - Members of the Parent Advisory Committee are trained annually; including a review of exemplary models of Parental Involvement.
  - The Parent Advisory Committee (PAC) members include parents of students who participate in Title I, Part A programs.
6. Developing appropriate roles for community-based organizations and businesses in parental involvement activities. Parent representatives on the School Site Council (SSC) and English Language Advisory Committee (ELAC), and the *Single Plan for Student Achievement* Revision Team advise the school on community involvement included in the *Single Plan for Student Achievement* to support school academic goals.
7. Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

**ACCESSIBILITY**

1. Provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports required under Section 6311 in a format, and to the extent practicable, in a language, such parents understand.

**ADOPTION OF THE SCHOOL PARENTAL INVOLVEMENT POLICY**

This School Parental Involvement Policy is developed jointly with, and agreed to, with parents of students participating in Title I, Part A Programs, as evidenced by the school meeting agenda, sign-in sheet and minutes. This policy is adopted by the **C. F. Brown Elementary** School on \_\_\_\_\_ and is in effect for the period of two years. The school posts this policy on the website and at parent's request, provides this document to any parents of participating Title I, Part A students. The **C. F. Brown Elementary** School's notification to parents of this policy is in an understandable and uniform format during the Back to School Night presentation.

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*Parent Representative (Signature)* *(Date)*

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*School Principal (Signature)* *(Date)*