

Title I School-Level Parent and Family Engagement Policy

Taylor Mountain Elementary

2020-21

2.0 With approval from the local governing board, *Taylor Mountain* has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. The school gathers input from parent and community stakeholders through the ELAC and School Site Council committees. The school has distributed the policy to parents and family members of children served under Title I, Part A. Discussion and input at Back-to-School Night, ELAC, and SSC meetings. The school's policy is shared with families and stakeholders on the school's website, through parent communication on BlackBoard and distributed via email. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

2.1 Involvement of Parents in the Title I Program

The policy describes the means for carrying out Title I parent and family engagement requirements. (20 U.S.C. § 6318[b][1])

To involve parents and family members in the Title I program at *Taylor Mountain Elementary*, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])
A Title I Principal's Welcome meeting will be held on Sept. 3, 2020 at 5:30 pm via Zoom. All parents are invited to attend. Information provided, in both English and Spanish, will inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved.
- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 U.S.C. § 6318[c][2])
Monthly School Site Council meetings are held, via Zoom during distance-learning, on Friday afternoons, 2:00 pm - 3:00 pm. This time and day was selected by the parents as being conveniently scheduled after on-line lessons for their children
- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])
Monthly School Site Council meetings are held, via Zoom during distance-learning,

on Friday afternoons, 2:00 pm - 3:00 pm. The agenda topics for these meetings include planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the School Plan for Student Achievement.

- d) The school provides parents of participating children with the following:
1. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])
Monthly meeting agendas are shared 72 hours+ in advance of each School Site Council Meeting. Upon committee approval of the monthly meeting minutes, these minutes are shared via email with the school parent community and posted on the school website.
 2. 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. (20 U.S.C. § 6318[c][4][B])
Site cycle of the inquiry process, district benchmarks, STAR Reading and Fluency scores for fluency and comprehension, summative and formative curriculum assessments, CAASPP testing, Teacher/student progress monitoring, parent conferences
 3. 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. (20 U.S.C. § 6318[c][4][C])
Parents are encouraged to email/call the office and/or principal, attend SSC and ELAC meetings to participate in decision-making.
- e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency. (20 U.S.C. § 6318[c][5])
Parents can give feedback during the SSC and ELAC committees regarding development of the SPSA. Parents can also provide general comments throughout the year to staff that can be discussed in these committees as well. Parents also have multiple opportunities to bring up concerns with teachers throughout the year.

2.2 Building Capacity for Involvement (Parent and Family Engagement Policy Continued)

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds establishes the practices listed below. (20 U.S.C. § 6318[e])

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

[Parent conferences, Back-to-School Night, Open House, literacy and or math nights, posted resources on school website, ELAC meetings with trainings, parent newsletters]

- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 U.S.C. § 6318[e][2])
[Chromebook/iPad distribution, On-going class material distribution (including supplies, curricular consumables, and independent practice materials), Parent Tech Nights, access to to bilingual training videos via the website, Updated resources/links to help parents access student learning, District parent/student in-person tech help 5 days/week]
- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])
[Staff meetings weekly, Staff on SSC, ELAC, SSTs, 504s, and IEPs with parents as equal partners in student concerns, Parent/teacher conferences]
- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])
[Site-based preschool program through North Bay Children's Center, site Parent Liaison, wide-spread communication of events/trainings, as well as meetings such as ELAC and SSC]
- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])
[All communication from the site goes through BlackBoard which translates the text into the user's preferred language, Newsletters are also translated, Translators for all meetings and events, Bilingual staff in the office to assist families, Parent Liaisons]
- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])
[Parent Liaison reaches out and supports families, School-based psychologist and counselor to offer resources to families as well, Administrative access for concerns and connection to supports]

2.3 Accessibility

Taylor Mountain, to the extent practicable, provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and

parents and family members of migratory children) including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

[Events are bilingual, newsletters and communication home is translated, Parent Liaison is available to provide one-on-one support for families, Migrant Education, ELAC meetings - parent support and education on topics of interest and/or based on need.]

2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the requirements listed below. (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

CCSS-based curriculum (My Math, Wonders ELA Curriculum

Vetted ELD program: Wonders

Teachers trained in research-based ELD strategies

School newsletter

School website

School Facebook page

Communication through BlackBoard

Grades posted triannually

Multiple opportunities for parents to volunteer and participate in the school community

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- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the requirements listed below. (20 U.S.C. § 6318[d][2])

1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])

Parent conferences occur in Fall and Open house in the Spring

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])

District benchmarks

Fluency Assessment and STAR Reading for reading fluency and comprehension
Curriculum assessments, both summative and formative
CAASPP testing
Teacher/student progress monitoring

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

Family engagement programs
Parent Liaison
ELAC and SSC meetings
Family events and parent/student engagement nights

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

All communication from the site goes through BlackBoard that translates the text into the user's preferred language
Newsletters are also translated
Translators for all meetings and events
Bilingual staff in the office to assist families
Bilingual Parent Liaisons

**It may be helpful to include the parent and family engagement policy review in the annual review of the Single Plan for Student Achievement.*

***The policy must be updated periodically to meet changing needs of parents and family members and the school. If the school has a process in place for involving parents and family members in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*