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## **Title I School-Level Parental Involvement Policy Pacific Drive Elementary**

Pacific Drive Elementary School has developed a written Title I parental involvement policy with input from Title I parents. The policy is reviewed yearly at the annual Title I Parent Meeting and approved by the school site council. It has distributed the policy to parents of Title I students. The policy is distributed to all Title I parents via the school handbook. The policy describes the means for carrying out the following Title I parental involvement requirements [Title I Parental Involvement, 20 USC 6318(a)-(f)].

### **Involvement of Parents in the Title I Program**

To involve parents in the Title I program at Pacific Drive Elementary School, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
  - Meeting is held in conjunction with Back to School Night at the start of each school year.
- The school offers a flexible schedule of meetings for Title I parents, such as morning or evening as well as virtual meetings.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the Title I parental involvement policy
  - School Site Council reviews, updates, and approves the Single Plan for Student Achievement each October along with the Title I parental involvement policy
  - English Learner Advisory Council advises School Site Council
- The school provides parents of Title I students with timely information about Title I programs.
  - Annual Title I Meeting
  - School Accountability Report Card located on the school website.
  - School Site Council meetings
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure progress, and the proficiency levels students are expected to meet.
  - Annual Title I Meeting
  - Back to School Night Classroom Presentations
  - Trimester Report Cards
  - California Assessment of Student Performance and Progress Test Report
  - California English Language Development Test Student Report
- If requested by parents of Title I students, the school provides opportunities for regular meetings to participate in decisions relating to the education of their children.
  - School Site Council
  - English Learners Advisory Council
  - Parent Teacher Association
  - Student Intervention Team
  - Parent Workshops

## **School-Parent Compact**

Pacific Drive Elementary School distributes to parents of Title I students a parent-school compact (attached). The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes how the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The schools' responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The school has an existing school-parent compact that is reviewed and revised each October by the School Site Council in conjunction with the approval of the Single School Plan for Student Achievement.

## **Building Capacity for Involvement**

Pacific Drive Elementary 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 has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
  - Annual Title I Meeting
  - English Learners Advisory Council
  - Parent Workshop
  - Parent Teacher Association
  - School Site Council
  - Parent Teacher Conferences
  - Back to School Night Classroom Presentations
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
  - English Learners Advisory Council
  - Parent Workshops
  - Back to School Night
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
  - Staff Development Meetings
- The school coordinates and integrates the Title I parental involvement program with other 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. English Learner Advisory Council
- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
  - As resources and budget permit, all efforts are made to translate materials into a language that parents can understand
  - English Learners Advisory Council meetings are conducted in English and Spanish

- Meetings held by the school are interpreted by the principal, office manager, clerks, or bilingual instructional assistants
- The school provides support for parental involvement activities requested by Title I parents.
  - Parents serve as volunteers in classrooms
  - Parents serve as chaperones on extended learning experiences
  - Parents serve as Lunchtime Exercise and Activities Program leads

### **Accessibility**

Pacific Drive Elementary School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language parents understand.

- As resources and budgets permit, informational materials are in a form and language parents can understand
- Accommodations are made for parents with disabilities such as sign language interpreting for deaf and hard of hearing
- Bilingual Instructional Assistants provide interpreting services for parents during parent-teacher conferences
- Bilingual Office Clerk and Social Service Assistant provides translation and interpreting services for parents
- Bilingual Office Clerks coordinate Individualized Education Plan meetings and bridges home-to-school communication for students with disabilities