



Title I School-Level Parent and Family Engagement Policy

Chaparral High

11/13/2023 02:00 pm, 2023-24

2.0 With approval from the local governing board, Chaparral High has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]) [Describe how the school jointly develops with, and distributes to, parents and family members of Title I students a written parent and family engagement policy.]

This School-Level Parent and Family Engagement Policy has been developed jointly with, updated periodically, and agreed on with parents of children participating in Title 1, Part A programs, as evidenced by meeting agendas and minutes for the following parent/guardian advisory committees: School Site Council (SSC), Title 1 meetings, Coffee with the Principal, and any conference with parent/guardian.

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Chaparral High school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

[Briefly describe or list the activities the school will implement to address this requirement.]

- 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])

To involve parents in the Title I, Part A programs, the following practices have been established:

Coffee with the Principal

School Site Council

Western Association of Schools and Colleges (WASC) Focus Groups

Back to School Night (via Zoom in January)

Annual Title 1 Meeting (via Zoom in January after Back to School Night)

Parent/guardian conferences in SSTs, Intake Meetings, IEP meetings, 504s, and any other calendared meeting

School Tours

- 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 parental involvement. (20 U.S.C. § 6318[c][2])

Meeting times and dates are scheduled based on parent/guardian availability, as well as considering preferred times to meet (morning or afternoon).

- 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])

Parent participation is highly encouraged. Some examples of parent/guardian participation include School Site Council, PTSA (although this year did not have enough parents to meet), all intake meetings, any parent/teacher conference requested or recommended, intervention meetings called by the school or requested (i.e. SART, 504, SSC, IEP, parent/admin conference, etc), attendance calls in the morning, and D/F follow-up with parents after the bi-weekly Counseling Meeting with Counselors and Admin.

- d) The school provides parents of participating children with the following:

- i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])
Some examples of how information is provided to parents in a timely manner are as follows: school website, principal blog, Infinite Campus emails and texts, parent/guardian phone calls from teachers and office staff, and social media (i.e. Twitter and Instagram).
- ii. 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])
Annual Title 1 Meeting via Zoom in January
Back to School Night via Zoom January
Beginning of the Quarter Phone Calls
Parent/guardian Conferences
Any Class Syllabi, collected by the principal at the beginning of every term
TELL letters home to students and families for English Learners
NWEA/CAASPP data available to students and families
Other mediums of communication: phone calls, IC texts, notices sent home, emails, grade success cards, access to Infinite Campus Portal, and Schoology access
Translation Services available at the site and District level
- iii. 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])
Some examples of parent participation include, but are not limited to the following: School Site Council (SSC), Parent/guardian conferences/intervention meetings (i.e SSTs, 504s, IEPs, SARTs, etc).

- 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 (LEA). (20 U.S.C. § 6318[c][5])

This can occur in School Site Council meetings, or communicated in email, phone call, or meeting to site administration.

2.2 Building Capacity for Involvement

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 under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

[Briefly describe or list the activities the school will implement to address this requirement.]

- a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic 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])

Annual Title 1 Meeting via Zoom with BTS Night via Zoom
Any classroom syllabi
Coffee with the Principal
Parent Conferences
Phone calls/texts, email, notices sent home via Infinite Campus Parent Portal
Principal Letters home
Principal Blog
School Website and Weekly Bulletin
Parent portal grade reports
TELL letters sent home
CAASPP and NWEA data available

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

Access to Site Computer Technician
Access to Nurse for any medical support and Homeless/Foster support
Office staff for any parent concern or question
Financial Aid/FAFSA Night
Parent Information Night at the District level
Back to School Night via Zoom
Intervention Meetings (i.e. SSCs, 504s, IEP meetings, SARTs)
SDYS
Counselors for any questions/concerns about academics of social emotional health

- 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])

The entire school staff will share responsibility for student achievement; therefore, we do the following:

Encourage staff to create partnerships with families to provide supports for student success. Teachers are asked to call every parent/guardian of every student at the beginning of each term. Frequently and accurately inform families of their child's progress through phone calls/texts, notices sent home, emails, parent conferences, grade reports, and Infinite Campus Portal/schoology access.

Invite parents/guardians to share in the decision making process through School Site Council (SSC).

- 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, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

The school provides opportunities for all parents to volunteer, assess staff, participate in SSC, and Title 1 meetings, and to request any parent/teacher conference. SDYS, the School Resource Officer, site Counselors, our GIS, site Admin, and our school nurse are accessible for student counseling, family counseling referrals, possible food and clothing items, school supplies, and any crisis intervention. Counseling Office to assist with grade level planning, post-secondary planning, financial aid, FAFSA application, and any crisis situations. Administration gives tours and greets students at the beginning of each day and during lunch to be visible and accessible.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

Some examples of how information is distributed to parents in a timely manner are as follows:

School website

Principal's blog or letter

Infinite Campus phone messages, texts, and emails

Office staff and/or Counseling office phone calls

Teacher phone calls

Interpreters made available for phone calls and meetings

SSC meetings

- 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])

Translation Services

HELP Desk for any technology questions, as well as on-site support

Back to School Night via Zoom
Pre-arranged dates and times to visit a classroom (i.e. shadow their student)
Regularly updated website
Access to staff (teachers, admin, and office staff) through meetings and conferences, phone calls/texts, Zoom, and emails
Advertised Parent Information Nights at various evening locations (District-wide) throughout the year
Coffee with the Principal in person and via Zoom
SSC meetings
Volunteering at school when needed/offered

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, Chaparral High, to the extent practicable, shall provide 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])

[Briefly describe or list the activities the school will implement to address this requirement.]

Translation Services are available for all intervention meetings and conferences mentioned throughout this document. Any family that is experiencing any difficulty (i.e disability, food, school supplies, lack of internet, etc) can receive help upon request and following District guidelines with appropriate paperwork.

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 following requirements: (20 U.S.C. § 6318[d])

[Briefly describe or list the activities the school will implement to address this requirement.]

- 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 Title I, Part A 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])

Safe environment which are respectful of diverse perspectives
Challenging curriculum with high standards, which accommodates multiple learning styles and encourages independent and critical thinking

Positive, professional, collaborative relationship with students, colleagues, parents, and the community

An atmosphere of academic innovation and creativity where staff members and students are free to take intellectual risks

Regular communication with parents/guardians through Infinite Campus, telephone, email, conferences, updated web sites, and community based meetings (SSC)

Provide parents with support to help develop parenting skills which strengthen school programs, family practices and student learning and development

Provide the opportunity for parental involvement in decision-making through School Site Council (SSC), intake meetings, and any intervention meetings (ELAC included depending on numbers)

b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (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])

As a high school, this is always available upon request.

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

Phone calls home via teachers, office staff, and counselors throughout the week.

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])

Parent/guardian involvement is paramount for student success and achievement. Therefore, ongoing communication between the school and home includes, but is not limited to, the following:

Access to staff (teachers, admin, and office staff) through meetings and conferences, phone calls/texts, and email

Student progress and other school information communicated via phone calls/texts, notices sent home, emails, parent conferences, grade reports, Infinite Campus Portal, and Chaparral's website

Opportunities for parents/guardians to observe classroom activities and/or visit the school site include Intake meetings

Back to School Night via Zoom and pre-arranged dates and times to visit classrooms

Parent/guardians are invited to SSC, ELAC (dependent quarterly on EL numbers), and any parent/teacher conference (i.e. SSTs, 504s, IEPs, SARTs, etc)

Please see our School-Parent Compact with more detail.

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])

Translation Services are available for all intervention meetings and conferences mentioned throughout this document. Any family that is experiencing any difficulty (i.e. disability, food, school supplies, lack of internet, etc) can receive help upon request and following District guidelines with appropriate paperwork. Interpretators do require some notice to schedule availability. Teachers often relay needs to site admin before parents request help.

**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.*