

SCHOOL PARENTAL INVOLVEMENT POLICY

PART I. GENERAL EXPECTATIONS

Lucille Whitehead Intermediate School agrees to implement the following statutory requirements:

- The school will jointly develop with parents and distribute to parents a School Parental Involvement Policy that the school and parents of participating children agree on.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will annually update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's parent-school compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

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

- A. that parents play an integral role in assisting their child's learning;*
- B. that parents are encouraged to be actively involved in their child's education at school;*
- C. that 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;*
- D. the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Lucille Whitehead Intermediate School will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its schoolwide plan in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
 - The school will gather and disseminate to parents for review the following materials:
 - A. District-wide Parental Involvement Policy;
 - B. School Parental Involvement Policy;
 - C. Parent-School Compact
 - The school annually will ask for both written and oral input from parents and review the information for discussion purposes and consensus building at regularly scheduled Boosters, Site Council, ELAC, Title I meetings.
2. Lucille Whitehead Intermediate School will take the following actions to distribute to parents and the local community, the School Parental Involvement Policy:
 - Inclusion of the policy in the Student and Parent Handbook;
 - Availability of the policy at Back to School Night
 - Availability of the policy in the school office;
3. Lucille Whitehead Intermediate School will update periodically its School Parental Involvement Policy to meet the changing needs of parents and the school:
 - Annual review of and participation in public school choice and supplemental educational services;
 - Annual review of the school's Safety Plan
 - Annual review of parent survey results

4. Lucille Whitehead Intermediate School will convene an annual meeting to inform parents of the following:
 - That their child's school participates in Title I;
 - About the requirements of Title I;
 - Of their rights to be involved;
 - About their school's participation in Title I
5. Lucille Whitehead Intermediate School will hold a flexible number of meetings at varying times and provide child care paid for with Title I funding as long as the services relate to parental involvement:
 - In order to increase parent participation at parent meetings, parent input will be encouraged suggesting the best day/time to conduct parent meetings at the annual Title I parent meeting, ELAC meetings;
 - Site Council members, consisting of elected parent members, will review and determine ways to maximize parent participation at special school events and allocate funding for parental involvement activities;
 - Parenting classes, i.e., Hughson Family Services and/or English Language Family Classes, will be offered periodically to promote positive ways for parents to help their children become successful learners
6. Lucille Whitehead Intermediate School will provide timely information about Title I programs to parents in a timely manner:
 - The annual Title I parent meeting will be announced through Infinite Campus phone messages and additional notes/flyers home to parents will be provided regarding the meeting;
 - Monthly updates detailing Title I programs and activities are provided at Site Council Meetings with minutes posted on the school's website;
 - Teachers provide updates on student participation in Title I programs at parents conferences, Student Study Team meetings, and Individual Education Plan (IEP) meetings.
7. Lucille Whitehead Intermediate School will provide to parents a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:
 - Samples of currently adopted curriculum materials will be available to parents at Back to School Night, Parent Teacher Conferences, ELAC meetings, Title I Parent meeting, at Open House and/or daily upon request.
 - Explanations of academic assessments will be explained to parents at Back to School Night, Parent Conferences, School Site Council, Title I/ELAC meetings, Individual Education Plan (IEP) meetings, and at Student Study Team meetings (when appropriate). Information about assessments and how they are also explained in letters sent home to parents.
8. Lucille Whitehead Intermediate School will provide parents, if so requested, 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:
 - Notes, phone calls, e-mails, or requests in person to conduct a parent meeting will be addressed and scheduled as soon as possible after receiving the request.
9. Lucille Whitehead Intermediate School will submit to the district any parent comments if the schoolwide plan is not satisfactory to parents:
 - Comments noted on yearly parent surveys or written notes to the school pertaining to the schoolwide plan will be submitted to the district.

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Lucille Whitehead Intermediate School will build the school's and parent's capacity for strong parental involvement. In order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve students' academic achievement, the following activities will be offered:
 - Back to School Night
 - Parent Conferences
 - Parent/Principal Meetings
 - Parenting Classes (Available On a Needed Basis)
 - Annual Title I Parent Meeting
 - ELAC Parent Meetings
 - Student Study Team Meetings
 - IEP's
2. The school will incorporate the parent-school compact as a component of its School Parental Involvement Policy.
 - The parent-school compact will be reviewed and signed by parents annually at the beginning of each school year. It will also be available on Back-To-School Night.
 - The compact will be reviewed and approved annually by School Site Council members. A subcommittee of site council members will be used, if needed, in revising the compact and recommending any changes to school staff and to all site council members.
3. The school will, with the assistance of its district, provide assistance to parents of children served by the school in understanding topics such as the following, by undertaking the actions described in this paragraph
 - the State's academic content standards,
 - the State's student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - the requirements of Title I,
 - how to monitor their child's progress, and
 - how to work with educators:

Staff will share state and district standards of academic expectations at Back to School Night and/or at Parent Conferences. Parent/Principal Meetings, trimester ELAC meetings and the annual Title I parent meeting also provide venues for staff to explain how parents are able to monitor their child's progress.

4. The school will, with the assistance of its district, provide materials and training to help parents work with their children to improve their children's academic achievement, such as Parenting Classes, and using technology, as appropriate, to foster parental involvement, by offering parenting classes and Community Based English Training classes.
5. The school will, with the assistance of its district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners.
6. The school will seek contributions of parents on how to implement and coordinate parent programs by building ties between parents and schools.
7. The school will provide professional development opportunities and funding for appropriate conferences.
8. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with ASES (After School Program).
9. The school will conduct other activities, such as coordination with parent resource centers, that encourage and support parents in more fully participating in the education of their children.

10. The school will coordinate meetings with ASES personnel and attend parent transition meetings with primary school staff and the principal.
11. The school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - Title I, ELAC, Parent/Principal Meetings, Back to School Night, Parent Conferences, Parenting Classes, Boosters meetings and other parent meetings are relayed to parents through notes home, notices in the monthly newsletter, and/or displays on the school marquee. All notes home and the monthly newsletter are written in both English and Spanish.
 - The school's School Accountability Report Card (SARC) report, written in both English and Spanish, is available in the office and is posted on the school's website.

PART IV. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by Site Council minutes.

This policy is reviewed annually. It is adopted/updated by **Lucille Whitehead Intermediate School** during School Site Council, Title One and ELAC meetings and will be in effect for the period of one year from adoption date, and annual review of the policy thereafter. The school will distribute this policy to all parents of participating Title I, Part A children on or before October of each year. It will be made available to the local community on or before October of each year. **Lucille Whitehead Intermediate School's** notification to parents of this policy will be in an understandable and uniform format and, to the extent practicable, provide a copy of this policy to parents in a language the parents can understand.