

**Downey Unified School District
Carpenter Elementary School
Parental Involvement Policy**

2023-2024

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PART I – General Expectations

Carpenter Elementary School recognizes that education is a responsibility shared by the school and family. The school further realizes the absolute importance of establishing a partnership with the school, family, and community to ensure the academic success of the students and therefore agrees to the following:

- Carpenter Parent Involvement Policy procedures must be jointly developed with parents, distributed to all parents, and made available to the local community, it will be updated and approved annually at School Site Council Meetings. The local governing board will adopt it.
- Carpenter school agrees to implement the parental involvement plan and carry out programs, activities, and procedures in accordance with the following:
Parental Involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including—
 - (A) *that parents play an important 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 decision making members on school and district advisory committees such as improvement activities and curriculum and material review*
 - (D) *the carrying out of other activities, such as those described in section 1118 of the ESEA*

PART II – Implementation of the Parent Involvement Plan

1. Carpenter 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, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
 - Carpenter holds an annual Title I Parent orientation meeting in the fall to outline the program, review the parent involvement plan and solicit parent volunteers for annual review committee for revision of the Parent Involvement Plan. School Site Council members are voted on by the school community and will provide input in our plan and final approval
 - Meetings will be flexible, held at times convenient for parents and requested by a majority of parents
 - Carpenter Parental Involvement Plan will be reviewed at Title I Parent meetings, School Site Council meetings and included in our School Plan along with our School-Parent Compact
2. Carpenter 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
 - Parent Rights, school and district Parental Involvement Plans, and School-Parent Compact
 - Budget
 - Review results of previous year's program
 - Survey parents for parent education topics
 - Program description and curriculum
 - Provide opportunity for parental input

- Invitations and meetings are translated
 - Meeting will be held at times convenient for parents and times requested by a majority of parents
 - An accommodation for parents with disabilities such as wheelchair access is offered
3. Carpenter School will hold a flexible number of meetings at varying times, the inclusion of children, translation, and accommodations for parents with disabilities:
 - Translation through the use of headphones facilitates respect for our Spanish-speaking parents
 - An accommodation for parents with disabilities such as wheelchair access is offered
 4. Carpenter School will provide in a timely manner a description and explanation of the curriculum, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:
 - School curriculum, standards-based report cards, and instructional practices are communicated to parents at Back-to-School Night, the Title I parent meetings, individual parent-teacher meetings, teacher websites, district and school websites, email, and parent-teacher conferences
 - Parent-Teacher conferences are scheduled at the end of the first trimester grading period.
 - Individual student reports of the CAASPP Testing and Reporting assessment are available to parents
 - Accountability information on the quality of education at each school is communicated to parent through the School Accountability Report Card, parent meetings, and the district/school website
 - SBA testing results are discussed at the annual Title I Parent Meeting
 5. Carpenter School will provide parents of participating children if requested by parents, opportunities for regular meetings to give suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as possible:
 - Through School Site Council, English Language Advisory Committee, Title I Parent Meetings and PTA, parents participate as partners in decision-making activities, including helping to set goals, developing the school site parental involvement plan, and in planning and assessing students' and school needs through the evaluation of instructional materials and programs
 - Parents are encouraged to assume leadership on advisory committees or other district-level decision-making councils as well as in district wide curriculum review and improvement activities

PART III – Shared Responsibilities for High Student Academic Achievement

1. Carpenter will build the schools' and parent's capacity for strong parental involvement, in order to create effective involvement of parents and to support a partnership among the school involving, parents, and the community to improve student academic achievement, through the following activities described below:
 - Carpenter teachers involve and support parents as participants in home-learning activities, including supervising assigned homework, and daily reading assignments
 - Parents are invited to parents' conferences and school events, including school and classroom performances, parent meetings or events, assemblies, and sports events

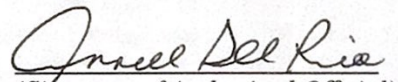
- Surveys are sent home to parents to gain feedback on school programs including the Title I program. Staff and school site council review these surveys and evaluate so possible adjustments and revisions can be made
 - Our Title I program supports instruction, learning, and parent resources
 - To further enhance the family-school connection, Carpenter provides many family nights such as Back to School Night, Open House, and others
 - Parent Education topics are based on the Title I Parent Needs Assessment Survey
2. The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:
 - Parents are encouraged to monitor and support student's success in all academic areas. Teachers, in turn, pledge to commit themselves to stronger communication with parents. This partnership is outlined in our school-parent -compact that is developed, reviewed, and approved annually through School Site Council
 3. The school will, with the assistance of its district, provide support to parents of children served by the school in understanding topics such as the following:
 - the California State Standards
 - the State's student academic achievement standards
 - the requirements of Title I
 - how to monitor their child's progress
 - improving communication between school and home
 - understanding standards-based report cards
 - understanding the ELPAC test for English Learners
 - how to assist children with homework
 - how to conference with teachers
 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. Carpenter School provides parent education on the following topics:
 - Helping Your Child with Homework
 - Technology training-appropriate websites
 - Provide reading training for parents on helping them at home
 - Math Workshops
 - Others as generated from the Parent Needs Survey
 5. The school will, with 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.
 - Parent suggestions, comments, advice are valued and communicated to the staff through Title I Categorical Resource teacher after each parent meeting
 - Attend Parent-teacher trainings as offered
 6. The school will coordinate and integrate parental involvement programs and activities including parent resources, that encourage and support parents by participating in the education of their children by:
 - Carpenter's Title I program which supports instruction, learning, and parent resources
 - Carpenter school coordinates with our TLC community outreach center as needed

7. The school will 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 format, and to the extent practicable, in a language the parents can understand.
- School communication is provided in both English and another language to meet our parent needs
 - Translation is provided via headphones at parent meetings to accommodate our non-English-speaking parents

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 Carpenter School Site Council.

This policy was adopted by Carpenter Elementary School Site Council on October 6, 2022, and will be in effect for the period of 2023-2024. The school will distribute this policy to all parents in the beginning of the school year packet and with any new enrollment there after. It will be made available to the local community on or before December 1, 2023. The notification to the parents of this policy will be in an understandable format and, to the extent practicable, provide a copy of this policy to parents in a language the parents can understand.


(Signature of Authorized Official)

10/5/23
(Date)