

Imperial Elementary School
Title I School-Wide Parental Involvement Policy
2023-2024

Part I. General Expectation

Imperial Elementary School developed a Title I Parental Involvement Policy with input from the parents of Imperial School. This policy is reviewed annually at the Spring School Site council meeting. Staff and parents review each component of the plan and make revisions as necessary. In an effort to ensure that all the students and their families receive this policy, the plan is distributed to all parents in the first day packet that goes home on the first day of school. It will also be available any time in the front office. The school will provide a link to this policy on the school website as well. The policy is provided in both Spanish and English. The school will adopt Imperial's Home-School Compact as a component of its 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 students academic learning and other school activities, including 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;*

Part II. Description of how Imperial Elementary School will implement required school Parental Involvement Policy components

Involvement of Parents in the Title I Program

Imperial Elementary School does the following:

1. Convenes an annual meeting to inform parents of the Title I requirements and their rights to be involved in the program as well as to publicize the annual results of the Title I review.
 - An invitation is sent home to all students for parents to attend one of the parental involvement meetings.
 - Prior to the meeting, a message is sent out via Class Dojo to all parents reminding them of the upcoming meeting.
 - Parents are offered free childcare services during these meetings.
 - The meeting is conducted in English and Spanish.
 - In addition to the annual Title I meetings, parents are encouraged to attend all School Site Council meetings, to provide input on the goals for the Single Plan for Student Achievement.
2. Offers a flexible number of meetings.
 - Minimum of two meetings are held in the fall in order to accommodate parents' needs. One meeting is held in the morning and one is held in the evening. Spanish translation is also provided. Meetings are held using the Zoom platform.
3. Involves all parents 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.
 - Parents and staff meet before the spring meeting to review the Parental Involvement Policy.
 - Parents and staff discuss each section of the policy, brainstorming ways that the Title I coordinator and school team can communicate effectively with the parents of Imperial School.

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- Parents have the opportunity to ask questions and make suggestions regarding the program and the budget.
 - Parent suggestions will be added or deleted to the Parent Involvement Policy as appropriate.
 - During the spring School Site Council, all parents are invited to attend and are provided with a copy of the Parental Involvement Policy. The staff and parents collaboratively evaluate the policy and make recommendations to meet the changing needs of parents, students, and the school.
 - Parents and staff present the updated Parental Involvement Policy to the School Site Council. This plan then becomes a part of the Single Plan for Student Achievement and is ultimately approved by the members of the School Site council as well as the Board of Education.
 - Access to the Parental Involvement Policy and any Title I information will be updated and available on the school website.
4. Provides parents of Imperial School with timely information about Title I programs.
- During the annual meeting, School-Wide Title I programs are explained and the Title I budget is reviewed.
 - SSC discusses budget/Title 1 funding.
 - After Title 1 Parent Meeting, parents receive a survey to ask for what they need support with and family nights are created during the year.
5. Provides all parents an explanation of the curriculum, assessments, and the proficiency levels students are expected to meet.
- During the annual fall meeting, the Title I coordinator explains that the curriculum being used in the classroom is state-approved and standards-based in the areas of English-Language Arts and Mathematics.
 - Formative and summative assessments are administered to the students to determine mastery of standards and areas in need of intervention. The classroom teacher monitors proficiency levels and appropriate interventions are provided. A variety of standards-based intervention materials are used with all students.
 - Parents are informed of student progress and mastery via progress reports, report cards, ongoing work sent home, and iReady testing done three times a year for first through third grade and twice a year for Kindergarten.
 - Parents will receive results and a Growth Report from the iReady testing, 3 times a year. Each Growth Report will show all tests given for that school year to monitor progress.
 - Parents can request a meeting with the Title I teacher for an explanation of these test results.
6. Provides parents of Imperial School, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.
- During the annual meeting, parents are encouraged to work with their child's teacher and the Title I coordinator throughout the year.
 - Parents are given the opportunity to request additional meetings if there is a specific topic or concern related to their child.
 - Parent teacher conferences are held in the fall; however, parents are encouraged to make an appointment anytime with their child's teacher to discuss individual progress.
 - Parents are encouraged to attend School Site council meetings to assist in the evaluation of programs and development of goals for student learning.
 - Parents are encouraged to attend Back to School Night, Open House, family nights and other school activities to learn more about specific school programs.
 - Parents of English Language Learners are encouraged to attend English Language Advisory Committee (ELAC) meetings four times a year.

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PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

Imperial School will build the schools' and parents' 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 student academic achievement.

Home-School Compact

- The Home-School Compact document is jointly developed with, and distributed to, the parents. It includes the following:
 - a. The school's responsibility to provide high-quality curriculum and instruction (20 USC 6318{d}{1})
 - b. The parents' responsibility to support their children's learning (20 USC 6318{d}{1})
 - c. The importance of ongoing communication between parents and teachers through, at a minimum, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational programs (20 USC 6318{d}{2})
- The Title I program coordinator, parents, and staff collaboratively developed a Home-School Compact that emphasizes the importance of families and schools working together to support student success.
- The Home-School Compact is distributed during parent conferences. All parents will receive the compact in November.

Building Capacity for Involvement

Imperial Elementary School engages all 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 does the following:

1. Assists all parents in understanding Common Core Standards, assessments, and how to monitor and improve the achievement of their children.
 - Common Core Standards and assessments are discussed with parents during Back to School Night, School Site Council meetings, via email, annual Title I meetings, parent conferences, and any additional meetings requested by parents.
 - Strategies to improve student achievement are discussed at the above-mentioned meetings as well as being included in the principal's newsletter, individual teacher newsletters, the school website and PTA handouts.
2. Provides materials and training to help parents work with their children to improve their children's academic achievement.
 - Bulldog Family Forum
 - Parent Workshops with guest speakers
 - Other workshops suggested by parents
3. Educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.
 - Every spring, the Title I coordinator contacts all parents to survey them on the best way for the staff to encourage parents to become active partners in their child's education. All parents are given a survey. The results of the survey are shared with the staff members during a staff meeting. The entire staff then spends time in training on how to best work with parents as equal partners.

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4. Coordinates and integrates the parental involvement policy with other 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.

- District nurses work together with an eyeglass provider to provide glasses for needy students
- True Lasting Connections (TLC) works with Imperial School and parents on many family services; obtaining insurance, counseling, food, clothing etc.

5. Distributes to all parents information related to the school and parent-programs, meetings, and other activities in a form and language the parents can understand.

- Flyers, notices, and educational materials will be printed in both Spanish and English
- Materials will be sent home with the students
- Emails will be sent to parents who provided an address
- Translation will be provided for Spanish speakers during meetings
- Telephone calls will be made in both English and Spanish

6. Provides support for parental involvement activities requested by all parents.

- Reasonable parent requests are always supported and encouraged.
- Requests can be made during the annual Title I meeting, the open forum of School Site Council meetings, and through annual parent surveys.
- Parents understand that they may also request an individual meeting with the Title I coordinator and/or the classroom teacher to discuss additional requests.

Accessibility

Imperial Elementary School provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language the parents understand.

- All parent meetings will have interpreters provided
- Accommodations are provided for parents with disabilities. Accommodations include but are not limited to, preferential seating, wheelchair access, and transportation upon request.

PART IV. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESSA:

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions
- Training parents to enhance the involvement of other parents
- Adopting and implementing model approaches to improving parental involvement

Parent Information and Resource Centers (PIRC's)

PIRC's are funded by the U.S. Department of Education. They provide both local and statewide services. California has two PIRC's: PIRC1, Project Inspire at the California Association of Bilingual Education, Covina, Ca. and PIRC2, Cal-PIRC at Cambridge Academies, Modesto, Ca.

<http://www.nationalpirc.org/directory/CA-7.html>

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- Project Inspires provides parent training workshops. A list of workshop topics and a brochure in English and Spanish that describes services are available at http://www.bilingualeducation.org/programs_parent.php
- PIRC2, Cal-PIRC also provides support throughout the state through conferences, workshops, and a website. When available, resources are posted in English, Spanish, Russian, Chinese, Arabic, and Hmong. <http://www.calpirc.org/>

Title I Web Resources

<http://www.cde.ca.gov/nclb>

<http://www.cde.ca.gov/ls/pf>

PART V. ADOPTION

This Parent Involvement Policy has been developed jointly with, and agreed upon with, parents of children participating in the School-Wide Title I Program, as evidenced by a sign in sheet.

This policy was adopted by Imperial School on January 30, 2023 and will be in effect for the period of one year. The school will distribute this policy to all parents on or before November 2023. It will be made available in the school office on or before November 2023. Imperial School's notification to parents of this policy will be in an understandable and uniform format, and will provide a copy of this policy to parents in a language the parents can understand.

Carly Calvo

Caridad Calvo, Principal

January 30, 2023

Carol Delgado, Chairperson