

**Short Avenue Elementary School  
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Los Angeles, California 90066  
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## **Parent & Family Engagement Policy 2016-2017**

### **PART I. TITLE I SCHOOL-LEVEL PARENTAL INVOLVEMENT POLICY FOR SHORT AVENUE SCHOOL**

This policy describes the means for carrying out the designated Title I Parental Involvement requirements. Short Avenue Elementary School has developed a written Title I Parental Involvement Policy with input from parents. Parents provided input during our monthly School Site Council Meetings. Short Avenue School distributes the Parent Involvement Policy and Compact to parents with the opening bulletin at the beginning of the school year. The policy describes the means for carrying out the following Title I Statutory Parental Involvement requirements [20 USC 6318 Section 1118(a)-(f), inclusive]:

- The school will jointly develop with parents and distribute to parents of participating children, 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 periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the School-Parent 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, 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. [20 USC 6318 Section 1118]*

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

1. Short Avenue Elementary School will do the following to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under Section 1118 (b) of the ESEA:
  - Gather and disseminate the following materials to parents for review:

- District-wide Parental Involvement Policy
  - School's Parental Involvement Policy
  - The home school compact
  - Parent notices
2. Short Avenue Elementary School will take the following actions to distribute the School Parental Involvement Policy to parents of participating children and the local community:
    - Send a copy of the Parental Involvement Policy in the Opening Bulletin on the first day of school;
    - Have Parental Involvement Policy available at Back-to-School Night, Open House and other major school functions;
    - Have additional copies available in the main office at all times in a language the parents can understand.
  3. Short Avenue Elementary School will update its School Parental Involvement Policy yearly to meet the changing needs of parents and the school by:
    - Reviewing the needs assessment completed by Title I annually.
    - Evaluating parent concerns and feedback.
    - Receiving input from the English Language Advisory Council and School Site Council.
  4. Short Avenue Elementary School will convene an annual meeting to inform parents of the following:
    - That their child's school participates in Title I;
    - The requirements of Title I;
    - Their right to be involved.
  5. Short Avenue Elementary School will hold a flexible number of meetings at varying times; with some meetings being in the morning and some being in the evening.
  6. Short Avenue Elementary School will provide timely information about Title I programs to parents of participating children in a timely manner through written communication, emails, flyers, and the marquee in front of the school.
  7. Short Avenue Elementary School will provide parents of participating children 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 at Back-to-School Night, during Parent Conferences and at Parent Workshops.
  8. Short Avenue Elementary School will provide parents of participating children, 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 by:
    - Making parent concern forms available to parents upon request;
    - Providing feedback from the administration of how their concern was addressed;
    - Forwarding appropriate concerns to the district office.
  9. Short Avenue Elementary School will submit any parent comments to the district if the school-wide plan under Section (1114)(b)(2) is not satisfactory to parents of participating children.

PART III a. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Short Avenue Elementary School will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, involved parents, and the community to improve student academic achievement, through the following activities specifically described below:
  - Providing multiple opportunities for parents to be involved at the site;
  - Informing parents in a timely manner of school activities;
  - Providing opportunities for parents to volunteer at the school site;
  - Providing training for parents to help support their children in targeted curriculum areas.
2. Short Avenue Elementary School will incorporate the School- Student-Parent Compact as a component of its Parent Involvement Policy by distributing it to parents no later than September 30<sup>th</sup> and seeking to have 100% of these documents signed and returned no later than October 31<sup>st</sup>.
3. Short Avenue Elementary 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:
  - Common Core State Standards
  - School Attendance
  - Literacy
  - Math
  - Homework Support
  - Eating Healthy
4. Short Avenue Elementary 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 literacy training and using technology, as appropriate, to foster parental involvement by providing workshops on topics such as:
  - Literacy workshops for parents as well as Family Literacy Night
  - Math workshops for parents as well as Family Math Night
  - Technology workshops
5. Short Avenue Elementary 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; in the value and utility of parent contributions; and in how to implement and coordinate parent programs and build ties between parents and the school by:
  - Attending professional development and conferences designed specifically for building connections between parents, school, and community.
6. Short Avenue Elementary School will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with The After School All-Stars, Friends of Short Avenue, and facilities such as Parent Resource Centers, that encourage and support parents in participating more fully in the education of their children by:
  - Providing training to build a strong relationship between family volunteers and the aforementioned agencies.
7. Short Avenue Elementary 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 multiple formats, each being understandable and uniform , and, to the extent practicable, in a language the parents can understand.

PART III b. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

In addition to the aforementioned, Short Avenue Elementary School will, as funds permit, do the following activities listed under Section 1118(e) of the ESEA to build parents' capacity for involvement in the school to support their children's academic achievement:

- Provide necessary literacy training for parents from Title I funds, if the school district has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with parental involvement activities, including child care costs, to enable parents to participate in school-related meetings and training sessions.
- Encourage parents to enhance the involvement of other parents.
- Arrange school meetings at a variety of times or conduct phone conferences between teachers- or other educators who work directly with participating children - and parents who are unable to attend those conferences at school in order to maximize parental participation in their children's education.
- Adopt and implement model approaches to improving parental involvement.
- Provide other reasonable support for parental involvement activities under Section 1118(e) as parents may request.

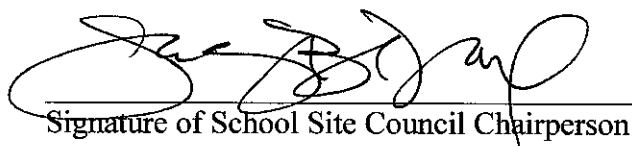
PART IV. ACCESSIBILITY

Short Avenue School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migrant students. Information and school reports are provided in a format and language that parents can understand. Written communications and Connect-Ed calls are provided in English and Spanish. Parents are provided with necessary accommodations to access meetings.

PART V. ADOPTION

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

This policy was adopted by Short Avenue Elementary School on 12/9/15 and will be in effect for the period of August 2016-June 2017. The school will distribute this policy to all parents on or before November 30, 2016. It will be made available to the local community on or before November 30, 2016. Short Avenue Elementary School's notification to parents of this policy will be in an understandable and uniform format and, to the extent practicable, a copy of this policy will be provided to parents in a language they can understand.

  
Signature of School Site Council Chairperson

11/29/16  
Date