

Parent-Student Handbook



No Excuses University @
Terrace Elementary School

We SUCCEED because We BELIEVE



Responsible

Respectful

Safe

College
Ready

Terrace
Scholars
are

We SUCCEEDED because
We BELIEVE

TERRACE SCHOOL-WIDE BEHAVIOR STANDARDS

- At Terrace Elementary School we build a safe, caring, learning environment based on the principles of character.
- Terrace Cougars demonstrate good character by showing trustworthiness, respect, responsibility, fairness, caring, and citizenship.
- We believe that *Cougar Character Counts!*
- Terrace Scholars fill each other's buckets by keeping their hands, feet and objects to themselves.

ATTENDANCE

Absences

The first step in school success is being present every day. Attendance is vitally important for your child to develop academic and career skills. **We encourage you to schedule vacations and special outings at times school is not in session.**

According to the State Department of Education, absences are excused for the following reasons:

1. Illness / Medical appointment
2. Student court appearance
3. Medical appointment
4. Attending a funeral of an immediate family member

If a student is absent for any other reason, it is recorded as "unexcused" or "unverified."

When your child is absent from school for any reason, please notify the school office of the reason for the absence by calling (951) 358-1660. If you are unable to reach the school, please send a note with your child on the day he or she returns or report the absence at www.alvordschools.org/terrace. If you do not verify your child's absences with the school office, we must consider the absence "unverified" and "unexcused."

Late for School

Coming to school on time is part of building habits for the future. When your child is tardy, **instruction is interrupted for all the students in the class.** Gates will be closed at 7:55am when the first bell rings. Children are tardy if they are not in their seat by the opening bell (8:00 a.m.). Parents/guardians will be contacted if a tardy pattern develops.

Leaving School Early

When you take your child out of school early, he/she misses valuable instruction. However, if it becomes necessary for you to pick your child up early, you must come to the office with your identification before we will call the child out of class. **Anyone who will be signing your child out of school must be noted on the registration paperwork and have a valid ID.** If your child returns to school for that same day, you must readmit him/her through the office.

Visitors and Volunteers

Parent involvement is imperative to the success of all our students. While visitors and volunteers are appreciated, a priority of Terrace is to ensure the safety of our students. There are specific safety measures to volunteer in the classroom, participate in class activities, and/or participate in governing boards (i.e. PTA). All visitors must report to the front office to sign in. First time visitors must provide a valid photo-ID to be scanned into the visitor management system. Future visits will not require your ID to be scanned.

Student Arrival

Students should not arrive earlier than 7:40 a.m.

- Students are to wait on the blacktop before school. This is not playtime.
- Students may not leave the playground or designated area without permission.
- No running or loitering in restrooms, halls, bike racks, drop-off/pick-up zones, or other non-playground areas before, during, and after school.
- Students that are late to school are to report to the Main Office. The school's gates will be locked promptly at 7:55 am every morning.

Students must be picked up promptly at dismissal or enrolled in Terrace Extended Time (after-school program).



Loading and Unloading of Students

During arrival and dismissal, we encourage parents to (1) use the back gate on Mia Street, (2) Use the front parking lot curb (3) please pull as far forward as possible (4) **do not block the flow of traffic at any time**, (5) park in designated areas only, and (6) not leave their car unattended in the loading/unloading yellow curb zone. Safety and courtesy are to be observed for the benefit of our children and staff.

The front parking lot curb is intended for the loading and unloading of students. **YOU MAY NOT LEAVE YOUR CAR UNATTENDED IN THE LOADING/UNLOADING ZONE.** Your cooperation in the parking lot will ensure safety for all students. All must use the marked crosswalk when walking through the parking lot or crossing the street.

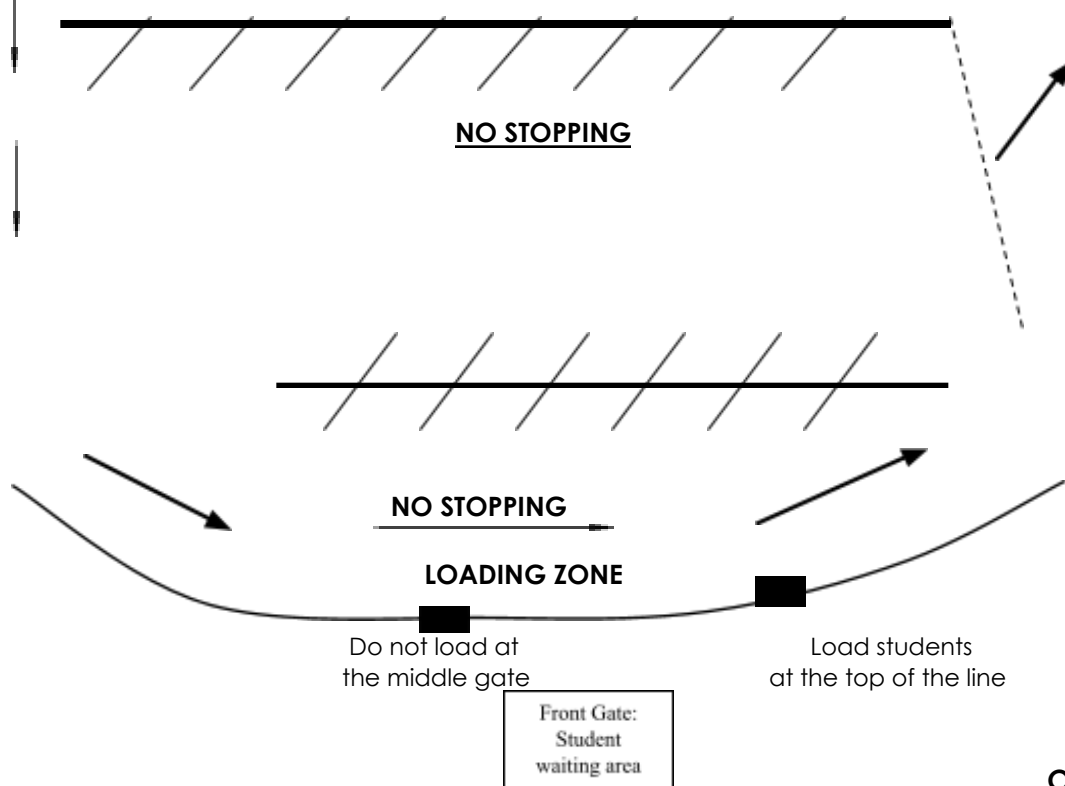
Thank you for your cooperation and patience in providing students, families, and staff of Terrace a safe environment.

Rutland Ave.
Right turn ONLY

ENTRANCE

NO LEFT TURN INTO THE PARKING LOT BETWEEN 12PM – 3PM

EXIT



Student Dismissal

- Transitional Kindergarten and Kindergarten will dismiss at 2:00. Students will either be dismissed from the Kinder gate by the office or from the gate at Bruce Avenue and Mia Avenue.
- First through Fifth grade will be dismissed at 2:15. Students will be dismissed from the main gate at the front of the school or the gate on Mia Avenue per parent instructions.

WHAT NOT TO BRING TO SCHOOL

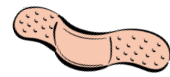
- Weapons of any kind – or any item that resembles or can be used as a weapon: firearm, knife, explosive or dangerous objects
- Illegal substances: tobacco, alcohol, marijuana, drugs and paraphernalia
- Over the Counter or prescription medications in student's possession
- Chewing gum, candy, slime
- Scooters, skateboards, Skate shoes or Rollerblades, including Heely's
- Shocking pens, tasers, shockers, laser pointers, cigarette lighters, stink bombs, fireworks, poppers and dangerous objects
- Radios, Walkmans, CD players, iPods, iPads, MP3s and other electronic devices
- Electronic games such as Game boy, PSP, mini DVD players, etc.
- Pokemon cards or other type of trading cards such as Yugi-Oh cards
- Any toys brought to school from home without teacher and parent permission
- Magazines, CD's, or DVD's with pictures, drawings or language inappropriate for school activities
- Excessive amounts of money or cash that are not needed for school purposes
- Any other items not listed in here that may cause disruption to any school activities

**All personal items brought to school are the student's responsibility.
The school is not responsible for lost, damaged or stolen items.**

CELL PHONES

Students are allowed to carry cellular phones but may only be used before or after school. Students must keep phones off at all times during school. A disturbance caused by such devices will result in confiscation and possible disciplinary action. The object will be returned to a parent or guardian. The school is not responsible for locating, repairing or replacing such devices. Parents and students are responsible for the loss or misuse of cell phones.





HEALTH AND SAFETY

WELLNESS POLICY REGULATIONS

In March of 2015, Board Policy and Administrative Regulation 5030 was revised and approved. Alvord's Wellness Policy is in compliance with Education Code 49431 and illustrates our commitment to providing school environments that promote and protect student's health and well-being which in turn, leads to academic success. As a community, we support the wellness policy by providing children with food and snacks that are aligned with the district Wellness Policy. Any food sold in school must:

- Be a "whole grain-rich" grain product; or
- Have as the first ingredient a fruit, a vegetable, a dairy product or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or
- Contain 10% of the Daily Value (DV) of one of the nutrients of public health concern in the 2010 Dietary Guidelines of Americans (calcium, potassium, vitamin D, or dietary fiber)

The policy also states that schools could only sell the following beverages:

- Plain Water
- Unflavored low fat milk
- Unflavored or flavored fat free milk and milk alternatives permitted by NSLP/SBP
- 100% fruit or vegetable juice, and 100% fruit or vegetable juice distilled with water (with or without carbonation) and no added sweeteners.

Due to a variety of health restrictions and nutritional guidelines, individual celebrations (i.e. birthdays) will not be permitted. Teachers and staff may recognize celebrations; however, students and families are NOT PERMITTED to bring snack items and/or balloons to celebrate individual student events. Thank you also for honoring the importance of instructional time for all students. If you would like more information on Alvord's Wellness Policy or would like to use the Healthy Snack Calculator, please visit: www.ausdnutrition.org

Health Services

A nurse is on call during all school hours to ensure and improve the health of students and staff at Terrace Elementary School. However, children are never diagnosed or treated for illness or injury at school. Office staff may only administer first aide. If a child is injured, has a fever, or displays other symptoms of illness, the parent/guardian will be notified. Your child must be picked up as soon as possible. If the parent/guardian cannot be reached, we will attempt to contact the alternate emergency numbers listed on your child's emergency card.

- It is essential that a student's address, phone number, and emergency contacts are kept current. Please notify the office immediately of any changes.
- If your child has any special health needs, please inform the school office so the school nurse can be notified.

Medication



If your child requires medication during the day, please contact the office prior to sending the medication. All prescription medication must be clearly labeled. No medication (prescription or over-the counter) will be accepted without a current medication form signed by the parent and physician. The medication form must be updated each year or whenever there is a change prescribed by the doctor. Medication will be given only by trained office personnel. **UNDER NO CIRCUMSTANCES ARE STUDENTS TO HAVE MEDICATION (INCLUDING OVER THE COUNTER) OF ANY KIND IN THEIR POSSESSION WHILE AT SCHOOL!**

Emergency Card Information

It is required that all parents complete Emergency/Registration information for each of their children each year. This tells us how to contact you or another responsible adult if your child becomes ill or injured at school. Please notify the office or make the changes on AERIES Portal immediately, if your address, phone numbers, work locations, or adult contacts change during the school year.

CURRICULUM AND INSTRUCTION

Curriculum

The curriculum of Terrace Elementary School is established by the Alvord Unified School District bound by the California Department of Education. Students receive instruction in language arts, mathematics, social studies, science, music, health, art, physical Education, and English language development. During Back-To-School Night, parents receive information which outlines standards and expectations for each grade level. Please see your child's teacher if you have any specific questions about your child's grade-level standards or materials used to meet these

standards. In addition, you can obtain information about standards, instruction, assessment, and materials directly from the California Department of Education at www.cde.ca.gov.

Books and School Equipment

Students are responsible for all textbooks, school materials, equipment, and library books issued to them during the school year. All lost or damaged books must be paid for. If a lost book is found, money will be refunded.



Homework



The staff recognizes that a reasonable amount of homework that reinforces skills taught in the classroom promotes the academic growth of students.

Homework is assigned in classrooms based on the developmental characteristics of the age group. Your child's teacher will send information home during the first week of school which will describe the specific homework plan for that grade level.

Report Cards and Parent/Teacher Conferences

Each student receives a report card four times during the school year which indicates the child's achievement progress and conduct. Report cards can be viewed through the AERIES Parent Portal at www.alvordschools.org under the Parent tab. Parent/Teacher Conferences are held during the first quarter; however, you are encouraged to contact your child's teacher whenever you have a question or concern, or want to schedule an appointment.

Academic Testing

The Alvord Unified School District provides a balanced, rigorous curriculum for each grade level which reflects academic intervention and the California Common Core State Standards. Student attainment of these standards is assessed on a daily basis to guide instruction, and throughout the school year to evaluate the program. Testing results are analyzed by site and district personnel.

TERRACE DRESS CODE

The Alvord Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' dress and grooming must not present a health or safety hazard or a distraction which would interfere with the educational process. Board Policy 5132(a)

In accordance with Board Policy, Terrace school recommends the following:

- Tops – Students can wear 3-button tees, collared polos, t-shirts, school shirts, or blouses with no logos. Tops must cover midriffs when arms are raised and underwear must be completely covered so halter tops, spaghetti straps are not allowed.
- Bottoms – Students can wear pants, skirts, shorts, jumpers, overalls, or skorts.
- Shoes must be safe. Sandals must have heel straps so they stay on, and provide adequate protection. Flip-flops are not permitted.

Students are not allowed to wear clothing that school administration deems to distract from student learning. Including, but not limited to:

- Hats, caps, hairnets, bandanas, or headgear
- Chains
- Loose, oversized or "baggy" clothing, belts, and/or overalls
- Any combination of clothing which law enforcement agencies consider Gang-related
- Clothing with emblems and insignia inappropriate for school

Students are not allowed to wear any clothing that is unsafe, offensive, or degrading of other people or organizations (i.e. alcohol, weapons, bare bodies). Clothing may not contain language or symbols oriented towards violence, vandalism, sex, drugs, alcohol, or tobacco.

Students may not have hair, piercing, or body art which may be considered disruptive to the educational process. (Examples include, but are not limited to: tall Mohawks, unnatural hair color, spiked piercings, etc.)

BEHAVIOR STANDARDS

Terrace focuses on positive behaviors and intervention to support teaching of behaviors and social skills. Terrace scholars are responsible, respectful, safe and college ready. All Terrace staff will expect students to follow universal expectations. If the expectations are not met by a student, a low-level referral will be sent home to parents. Please keep in contact with your child's teacher if you have any questions regarding the behavior or consequence. Interventions with the student may include, but not limited to, conference with Administration or Counselor, restricted recess privileges, or a parent conference.

SCHOOL STUDY/FIELD TRIPS

In the event a class or group of students are attending a study trip, a permission slip will be sent home and must be signed by the parent/guardian for the student to attend. If the behavior of the student calls into question the safety or successfulness of the trip, the student may not be allowed to attend.

RIDING BICYCLES

The automobile traffic during arrival and dismissal times is quite heavy. Please consider this when choosing to send your child to school on a bicycle.

- Only 4th and 5th grade students may ride their bikes to school.
- **Students are required to wear helmets.**
- Students are to lock their bikes in the bike rack area and follow all bike safety rules.
- Bicycles must be walked on and off campus.



PROMOTION TRIP AND ACTIVITIES

The behavior of all 5th grade students will be evaluated during the last 6 weeks of school to determine eligibility to participate in extra-curricular events. Students who are suspended or expelled during this time may not be eligible.

REASONS FOR SUSPENSION AND EXPULSION 2021-2022

California Education Code §48900 (Suspendable Offenses/Violations)

Identifies specific offenses that may be serious enough to warrant suspensions and in some cases expulsion. Those offenses are listed below:

- (a)1 Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a)2 Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance (as defined in Section 11053 of the Health and Safety Code), an alcoholic beverage, or any intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.

PRIOR INTERVENTION IS REQUIRED TO SUSPEND FOR THE VIOLATIONS BELOW.

- (f) Caused or attempted to cause damage to school or private property.
- (g) Stolen or attempted to steal school or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- (k) Disrupted school activities, or otherwise willfully defied the valid authority of supervisor, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen school or private property.
- (m) Possessed an imitation firearm replica of a firearm that is substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault or battery.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged or attempted to engage in hazing.
- (r) Engaged in an act of bullying, including but not limited to, bullying committed by means of an electronic act as defined in Ed. Code 32261 subdivisions (f) and (g) directed specifically toward a pupil or school personnel.
- (t) Aid or abet the infliction or attempted infliction of physical injury.
- (.2) Students in grades 4 through 12: engaged in sexual harassment against school personnel or other pupils.
- (.3) Students in grades 4 through 12: caused, attempted to cause, threatened to cause or participated in an act of hate violence.
- (.4) Students in grades 4 through 12: intentionally engaged in harassment, threats, or intimidation which is (a) directed against one or more students; (b) severe or pervasive; and (c) has the actual and expected effect of materially disrupting classes, creating substantial disorder, and creates an intimidating or hostile education environment.
- (.7) Terroristic threats against school officials, school property, or both.

California Education Code §48915(a1A-a1E) Mandatory Expulsion Recommendation (at school or off-campus school activity)

- (a1A) Causing serious physical injury to another person, except in self-defense.
- (a1B) Possession of any knife, or other dangerous object of no reasonable use to the pupil at school.
- (a1C) Unlawful possession of any controlled substance except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.
- (a4) Robbery or extortion.
- (a5) Assault or battery upon a school employee.

California Education Code §48915(c1-c5) Mandatory Expulsion Requirement (at school or off-campus school activity)

- (c1) Possessing, selling, or otherwise furnishing a firearm (verified by an employee of a school district).
- (c2) Brandishing a knife at another person.
- (c3) Unlawfully selling a controlled substance.
- (c4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
- (c5) Possession of an explosive

Parent Code of Conduct

The primary purpose of our code of conduct is to ensure a safe and orderly school for our students, staff and parents. The Code of Conduct sets the parameters to maintain a civil, peaceful and constructive environment between adults. The following behaviors are not allowed when visiting our campus:

- The use of profanity, yelling or making derogatory comments
- Arguing between adults with or without the intention to cause physical injury
- Threatening staff, parents or PTA members
- Aggressive behaviors against persons, property or possessions
- The use of social media, text or email to threaten, demean, and or to bully another adult

The behaviors above will be considered "willful disruption of the orderly operation of the school," which is in violation of Penal Code §626.4 which states:

"The chief administrative officer of a campus...or a school...may notify a person that consent to remain on the campus or other facility under the control of the chief administrative officer has been withdrawn whenever there is reasonable cause to believe that such person has willfully disrupted the orderly operation of such campus or facility." Further violation of Penal Code §626.4 may result in the commission of a misdemeanor.

Additionally, the actions and behaviors above would be considered a violation of Education Code §44811 which states:

"Any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of his or her duties materially disrupts classwork or extracurricular activities or involves substantial disorder is guilty of a misdemeanor." A violation to this section of the Education Code may result in a fine of not less \$500 and not more than \$1000.

Such behaviors may result in the removal of the adult from campus by the police and will result in being barred from coming to campus indefinitely.



**ALVORD UNIFIED SCHOOL DISTRICT
Terrace Elementary
School Parental Involvement Policy
2020 - 2021**



PART I. GENERAL EXPECTATIONS

The goal of the parent involvement program is to empower parents to work cooperatively as full partners in working toward the mission of ensuring that each student will master state academic standards, while developing life skills.

Terrace Elementary agrees to implement the following statutory requirements:

The school will jointly develop with parents, 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 provide accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students.

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's 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;*
- (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. Terrace Elementary will take the following actions 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:
 - Input from parents will be solicited at School Site Council (SSC), and English Learner Advisory Committee (ELAC) meetings throughout the school year.
 - A needs assessment survey will be sent home (with their child) to all parents in order to allow input from parents that are unable to attend school functions.
 - The revised policy may be shared by the Principal at the Annual Title I meeting and share with parents at Back to School Night.
 - Teachers will share the revised policy with parents during Parent Conferences.
 - Revisions to the School Parental Involvement Policy will also be shared to parents through the School Newsletter.
2. Terrace Elementary will take the following actions to distribute to parents of participating children and the local community, the School Parental Involvement Policy:
 - Parent Involvement Policy will be distributed at the beginning of each school year.
 - The Parent Involvement Policy will also be distributed at 2019-20 Title I meeting.
 - Copies of the policy will also be available in the main office.
3. Terrace Elementary will update periodically its School Parental Involvement Policy to meet the changing needs of parents and the school:
 - The Parent Involvement Policy will be revised every year.
 - Review of parent needs survey, school academic achievement, parental concerns, and safety issues will assist Terrace in promptly reviewing the Parent Involvement Policy.
4. Terrace Elementary 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
 - *Parent notices*
 - *Distribution of Parental Involvement Policy*
 - *Copy of 3-way Compact*
 - *About their school's participation in Title I*
 - *Meetings will be held in the evening and morning to accommodate all parents and encourage community involvement.*
 - *The policy will be distributed at Open House, Parent Conferences, Newsletter, SSC, ELAC and Parent Teacher Association (PTA) and available in the main office.*
 - *Meeting notices will be sent home with students at least 48 hours in advance to encourage parent involvement.*
 - *An automated phone system and/or electronic marquee will also be used to advertise meeting dates and times.*
5. Terrace Elementary will hold a flexible number of meetings at varying times, and provide transportation, child care, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:
 - Child care will be provided for all meetings as available.
 - Meetings, workshops, and trainings will be held in the morning and evening to encourage parent involvement.
 - Special contact, Blackboard calling system, and the electronic marquee with messages in both Spanish and English will be used to inform parents of meetings, trainings and workshops.
 - Parent Needs Survey will be utilized to plan trainings, meetings, workshops or other events of interests identified.

6. Terrace Elementary will provide timely information about Title I programs to parents of participating children in a timely manner:
 - Parents will receive notices and agenda of SSC, ELAC and other meetings a minimum of 72 hours in advance.
 - Notices and agendas will be posted on the bulletin board in the front office 72 hours in advance of meetings.
 - Results of annual state testing will be mailed home in a timely manner and also reviewed during Parent Conferences by teachers.

7. Terrace Elementary will provide to 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:
 - Teachers review grade level standards, curriculum and assessments used to monitor student progress as well as explain proficiency levels during Back to School Night.
 - Teachers send home welcome letters which include grade level expectations, standards, curriculum and assessment used to monitor student progress.
 - Principal and EL District Coordinator present and explain State level expectations, current District, ELPAC, and SBAC data.
 - Parent Conferences
 - Annual Title I Meeting
 - A review of grade level standards, curriculum and assessments used to monitor student progress as well as an explanation of proficiency levels during Parent Council Meetings (i.e. SSC, ELAC).

8. Terrace Elementary 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:
 - Ongoing informal input from parent groups at monthly SSC, ELAC meetings.
 - Parent Teacher Association (PTA) Meetings
 - Action Team for Partnership (ATP) Meetings

9. Terrace Elementary will submit to the district any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:
 - School-wide plan will be shared with parents during SSC, and ELAC parent meetings; comments and suggestions are noted in the minutes and will be submitted to the district.
 - If any parent comments dissatisfaction regarding the school-wide plan content, the comments will be forwarded to the Special Projects Office and to the Deputy Superintendent.
 - All efforts will be made to revise the plan to meet the satisfaction of the parent noted comment.

10. Terrace Elementary will take the following actions to provide accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students:
 - Translators during any related school event/function/meeting will be provided in parent primary language if requested.

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Terrace Elementary 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 involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - *Family Nights*
 - *Monthly Parent University trainings*
 - *Teacher Conferences*
 - *School Calendar and Website*
 - *Progress Reports*
 - *Back-to-School Night*
 - *SSC/ELAC parent meetings*
 - *Three-way Compact*
 - *Annual Title I meeting*
 - *Open House Night*
 - *Translator available before & after school to assist parents in communicating with teachers.*

2. The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:
 - Parent input through parent needs survey, ELAC and SSC.

- The Three-way Compact will be shared at Back-to School Night and reviewed and signed along with the Back to School Packet; and revisited at the Annual Title I meeting and Open House.
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:
 - *Parent workshops and trainings.*
 - *Parent Conferences*
 - *Annual Title I Meeting*
 - *Back-to-School night presentations*
 - *CABE, both local and state level*
 - *ELAC and SSC meetings*
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 literacy training, and using technology, as appropriate, to foster parental involvement, by:
- Parent University topics include but are not limited to:
 - *Making the Most out of Parent-Teacher Conferences*
 - *What is a No Excuses University?*
 - *Superintendent's Parent Forum*
 - *Understanding the Standards*
 - *Technology training (including Basic Computer skills, AERIES.net, and Online Encyclopedia Britannica)*
 - *Goal Setting*
 - *Bullying prevention*
 - *Cougar Character Counts*
 - *Latino Family Literacy Project*
 - *Thinking Maps*
 - *Family Nutrition Classes*
 - *Six types of parental involvement (PELI Modules)*
 - Parent resource library
 - Camp Kindergarten
 - Family Nights
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, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Grade level teams collaborate on how to involve parents as active participants in their child's education
 - Character Counts training
 - Teacher and paraprofessional training on how to communicate with parents effectively
 - Positive Behavior Intervention and Support (PBIS)
 - Habits of Scholars
6. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- *Camp Kindergarten* is held in the spring for incoming parents of kindergarten students to familiarize them with kindergarten standards and expectations.
 - Research based instruction in grade level designed parent trainings; Terrace staff presents during parent meetings.
7. 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:
- All event notices will be sent home in English and Spanish
 - Announcements will be displayed on the electronic school marquee and school office bulletin boards. Announcements will be written in English and Spanish.

- Upcoming events will be stated verbally during the morning announcements for students and parents. Students will be encouraged to remind their parents of upcoming events.

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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 parent council meetings.

This policy was adopted by the Terrace Elementary School Site Council on April 23, 2020 and will be in effect for the period of the 2020-2021 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before September 2020. It will be made available to the local community on or before September 2020. 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.