



ALVORD UNIFIED SCHOOL DISTRICT  
Terrace Elementary  
School Parental Involvement Policy



**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 monthly 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 2018-19 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.*
  - *The Message Broadcast phone system and the 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*
- *Camp Kindergarten*
- *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 March 25, 2021 and will be in effect for the period of the 2021-2022 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before September 2021. It will be made available to the local community on or before September 2021. 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.