

## **Clovis Elementary School, Clovis Unified School District 2023 – 2024 Parental Involvement Policy**

At Clovis Elementary School, we recognize that parental involvement is a critical dimension of effective schooling. The school and the home cannot be looked at in isolation from one another; families and schools need to collaborate to help children adjust to the responsibilities of being successful students. Research has shown that parental involvement contributes greatly to student achievement and conduct. The Clovis Unified School District's Parent Involvement policy is outlined in CUSD Board Policy #6020. Each CUSD School creates a School Parent Involvement Policy in collaboration with the different parent groups and committees that is tailored to the needs of their school and learning community.

The staff at Clovis Elementary School believes that we should help parents develop skills to meet the basic obligations of family life and foster conditions at home which emphasize the importance of education and learning. Two-way communication about school programs and students' progress is promoted due to the belief that education is a responsibility shared with parents. Parents are also invited to actively participate in school decision-making and to develop their leadership skills in governance and advocacy. By joining the school councils and advisory committees, the parents are able to be involved in the planning, review, and improvement of Title I programs.

Through conferences and letters, parents are provided with timely information about curriculum, assessments, and expected proficiency levels for student achievement. Parents are invited to attend appropriate training opportunities to help the school and the students reach stated goals, objectives, and standards. This will ensure that the school remains focused on our primary responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet academic expectations set forth in the California State Standards. At Clovis Elementary School, we believe that the parents have the responsibility and opportunity to work with the school in a mutually supportive and respectful partnership with the goal of helping their children succeed in school. We are committed to increasing parental involvement, which will ultimately improve student achievement.

### **PART I: GENERAL EXPECTATIONS**

The Clovis Unified School District agrees to implement the following statutory requirements that are outlined in CUSD Board Policy #6020 and which are in compliance with the Every Student Succeeds Act (ESSA) sections 1116(b) and (c).

- 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 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 open communication with parents in order to establish a high-quality school program and academic achievement, including ensuring--

- (A) that parents plan 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**

Clovis Elementary School 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:

- Continue parent/school committees such as School Site Council, English Learner Advisory Committee, Parent Teacher Club, School Assessment and Review Team, and Intercultural Diversity Advisory Committee
- Revise the School-Parent Compact found in the student handbook at our Title I sites.
- Continue to send out notices from the school in a variety of languages as applicable to our community.
- Continue our parent involvement activities including, but not limited to Back to School Night, Annual Title 1 Meeting, Book Fair, School Carnival, Open House, Winter Program, Spring Concerts, and Block C programs.

Clovis Elementary School will take the following actions to distribute to parents of participating children and the local community, the School Parental involvement Policy:

- Send the School-Parent Compact home to parents of Title I Schools
- Send home notices/agendas to the parents of the School Site council (SSC) meeting both in advance of the meeting. The agenda will state clearly that the School Parental Involvement Policy will be discussed and reviewed.
- School Parental Involvement Policy will be discussed and reviewed during Clovis Elementary's Annual Title 1 meeting, during ELAC, SART, and IDAC.

Clovis Elementary School will annually review and update its School Parental Involvement Policy to meet the changing needs of parents and the school.

- The district and school site will annually review the School Parent Involvement Policy for any issues to include, but not limited to, restructuring the school, safety needs, and any program needs.

The Clovis Elementary School will convene an annual meeting to inform parents of the following:

- Their child's school participates in Title I,
- Requirements of Title I,
- Of their rights to be involved,
- About their school's participation in Title I:
- A flyer (meeting notification) will be sent home in English, Spanish, and days before the date. The meeting will also be posted in the Administration Building window, on the Clovis Elementary marquee, in the "Week at a Glance", and in weekly Teacher/Classroom newsletters. This meeting will take place in November. Parents are encouraged to come because the meeting will take place the same night as Clovis Elementary's annual book fair. At the meeting, the Title I resource teacher will review the curriculum, assessment tools, ideas to help the children at home, and the Individual Learning Program forms.

Clovis Elementary School will hold a flexible number of meetings at varying times. We will provide transportation, childcare, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:

- There will be babysitting available at the meetings.
- Oral translation will be available at the meetings in Spanish.
- The meetings will be planned in conjunction with other events at school.

Clovis Elementary School will provide timely information about Title I programs to parents of participating children in a timely manner:

- At the beginning of each school year the title I students receive an Individual Program Learning form. This form has three parts to it. The first is the diagnostic data score identified through the CAASPP test results. The second part is the objectives, which are written for an individual student. The third section is the Instructional Program. This states who will provide services to their child. Some

examples are the instructional assistant, bilingual instructional assistant, extended day teacher, the resource teacher, and the classroom teacher. The parents, staff, and administration sign the bottom of the form giving permission for their child to receive services or declining the services.

Clovis Elementary School 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 at beginning of the year SART meetings held by the school site principal or designee.

In addition to regularly scheduled parent meetings, parents will also be invited to their child's Parent Conferences, which are held in the fall. During the Parent Conference, the teacher, student, and parent discuss the child's progress. The Promotion/Retention forms are reviewed, and parents will receive an overview of how the child is doing in academics, behavior, and socialization.

Parents who feel that the school-wide plan is not being implemented to their satisfaction should contact the Superintendent or Area Superintendent of Clovis Unified with their concerns.

### **PART III: SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

Clovis Elementary School will build the schools' and parent's 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, through the following activities specifically described below:

Clovis Elementary School will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

- The School-Parent Compact will be discussed by all the stakeholders and become a part of the School Parent Involvement Policy

Clovis Elementary will, with the assistance of its district, provide assistance to parents of children served by the school.

- The State's academic content standards,
- The State's student academic achievements 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:
- The Adult School offers classes on campus for any second language adults to learn English.

Clovis 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, through:

- School Site Council (SSC) member training on the roles and responsibilities of council members.
- English Learner Advisory Committee (ELAC) member trainings on the roles and responsibilities of committee members.
- Parents are provided with materials and training through numerous committees and parent groups.
- The district provides regular parent training throughout the year on a variety of parent-driven topics.

Clovis 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 contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.

Clovis 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 an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- School programs, activities, meetings, and policies are communicated to parents through Weekly school calendars and school communication flyers are sent home in English and Spanish when appropriate.
- In addition to school-wide publications, the staff works to inform and refine communication through classroom newsletters, parent letters, and numerous parent contacts both by telephone and in person.
- Progress reports are sent home to parents in order to help address student needs before final quarter/semester grades are posted.
- Our Bilingual Instructional Assistants make personal phone calls to inform parents of student progress, expectations, Clovis Elementary offers after-school programs and also to invite families to attend special events.

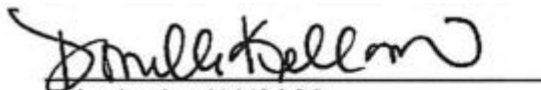
#### **PART IV: DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

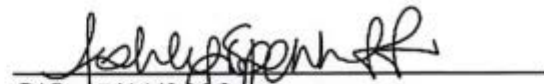
Clovis Elementary School and Clovis Unified School District is committed, where practical and to the extent that the District resources provides, to the following:

- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions;
- Adopting and implementing model approaches to improving parental involvement;
- Establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- Providing other reasonable support for parental involvement activities under section 1118 as parents may request.

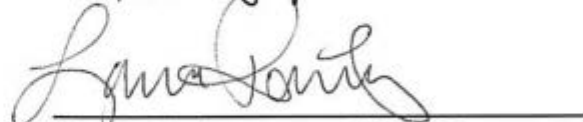
#### **PART IV: ADOPTION**

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 Clovis Elementary School's 4<sup>th</sup> quarter School Site Council Meeting and 4<sup>th</sup> quarter ELAC meeting. The School will distribute the policy to all families 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. The policy will also be available on our website at: [cloviselem.cusd.com](http://cloviselem.cusd.com)

  
Principal, 5/11/2023

  
GIS, 5/11/2023

  
SSC Chairperson, 5/11/2023

  
ELAC Chairperson, 5/4/2023

