

Rancho Cucamonga Middle School School Site Plan 2012-2013

VI. Parent Involvement

A. Title I Parent Involvement Policy

General Expectations:

Rancho Cucamonga Middle School agrees to implement the following statutory requirements:

- 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 upon.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, distribute this policy to parents in the language that 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 Parent Involvement Policy

Description of how the school will implement required School Parental Involvement Policy components:

Rancho Cucamonga Middle 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:

1. **Rancho Cucamonga Middle School will take the following actions to distribute to parents of participating children and the local community, the School parental Involvement Policy.**

- The parents of Title I students will be given a copy of the Parental Involvement Policy at first trimester Parent-Teacher conferences.
- Copies of the Parental Involvement Policy will be available in the front office.
- The Parental Involvement Policy will be posted on the school's website.

2. Rancho Cucamonga Middle School Will periodically update its School Parental Involvement Policy to meet the changing needs of the school:

- The Parental Involvement Policy will be reviewed annually, with Title I parents, to ensure that joint development occurs.
- The Title I parent member on School Site Council will represent the parents of Title I students on that council, as well as the District Advisory Council.
- A needs assessment survey will be sent to the parents of all Title I students at the close of the school year.

3. Rancho Cucamonga Middle School Title I parents will have an individual conference with the Title I Coordinator or intervention teacher, to inform them of the following:

- Their child's participation in the Title I Targeted Assistance program.
- Requirements of the Title I Targeted Assistance program.
- Entrance and exit criteria for participation in the Title I program.
- Explanation of how the parents will be informed of their child's progress in the Title I program.
- Their rights to be involved in the Title I program and how they may exercise those rights.
- Tips and information that will assist them in working with their child at home.

4. Rancho Cucamonga Middle School will hold a flexible number of meetings, paid for with Title I funding, as long as these services relate to parental involvement.

- Parents will be surveyed, during individual conferences, on convenient meeting times.
- The meetings will be offered at different times and days.

- A confirmation/reminder letter will be sent home with the students.
 - A reminder phone call will be made.
 - All information will be provided in English and Spanish.
5. **Rancho Cucamonga Middle School will provide information about the Title I programs to parents of participating children in a timely manner:**
- Parent will be given information about the Title I program during the first parent-teacher conference of the year.
 - Progress updates will be sent each trimester.
6. **Rancho Cucamonga Middle School will provide the 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.**
- Parents will be given information on the Title I program during the first parent-teacher conference of the year.
 - A title I information packet will be given to parents of participating children in October.
7. **Rancho Cucamonga Middle 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:**
- The Principal, Title I Teacher/Coordinator, and all classroom teachers will be contacted through district email.
 - The Principal, Title I Teacher/Coordinator, and all classroom teachers have voicemail on the automated voicemail system.
 - Grade Level Leaders and classroom teachers will conduct regular parent workshops in coordination with the Title I Teacher/Coordinator.

8. **Rancho Cucamonga Middle School 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.**

- Appointments can be made to meet with the Title I Teacher/Coordinator to discuss parental concerns.
- Appointments can be made to meet with the Principal and Title I Teacher/Coordinator to discuss and work on solving issues.
- Parents will be referred to the Assistant Superintendent of Education Services if concerns are not resolved at the site level.

9. **Shared responsibilities for High Student Academic Achievement:**

Rancho Cucamonga Middle School will build the school's 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:

a. **The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy. The compact will be:**

- Reviewed periodically by Title I parents and the School Site Council
- Discussed with all parents at Parent- Teacher conferences
- Sent home to all students in the first day packets
- Posted on the school website
- Will be in the Title I Informational packets

b. **The school will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:**

- The State's academic content standards
- The State and local academic assessments, including alternate assessments
- The requirements of Title I
- How to monitor their child's progress

- How to work with educators
- c. **The school will, with 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:**
- Computer, World wide Web and email training
 - Parent workshops on a variety of subjects such as:
 1. Literacy
 2. Math
 3. Homework
 4. Parenting
 5. Testing tips
- d. **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 offering:**
- Staff development
 - Monthly, collaborative meetings
 - Back to School Night
 - Parent-Teacher conferences
 - School Site Council meetings
 - District Advisory meetings
 - English Language Advisory Council meetings
 - District English Language Advisory Council meetings

e. **The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, 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:**

- Providing pamphlets of available resources via the School Counselor
- Providing pamphlets of available resources via the Bilingual Support Teacher
- Providing pamphlets of available resources via the Title I Teacher/ Coordinator and in the front office

f. **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, include alternate formats upon request, and to the ext practicable, in a language the parents can understand:**

- School newsletter
- Parent workshop nights
- Title I student trimester progress updates
- Auto-dialer
- Flyers sent home with students

10. **Accessibility:**

Rancho Cucamonga Middle School will build the school's and parents' capacity for strong parental involvement and provide opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students:

- Information translated into Spanish
- Handicap accessibility in all buildings

- Braille versions provided as needed
- District Homeless Liaison
- School Site Council meetings
- District Advisory Council
- English Language Advisory Council
- District English Language Advisory Council

Rancho Cucamonga Middle School **School-Parent-Student Compact**

Date _____

Staff

We understand the importance of the school experience to every student and our role as educators and role models. Therefore, we are committed to carry out the following goals/standards to the best of our ability:

- Deliver grade level skills, concepts, and standards using a meaningful and balanced, hands-on approach.
- Strive to meet the individual needs of your child.
- Facilitate and encourage open communication regarding your child's education and progress.
- Provide a safe, positive, and healthy learning environment for your child.
- Communicate homework and class work expectations.

_____ **Title I Coordinator/Teacher signature (on behalf of the staff)**

Parent

I understand that my participation in my child's education will help and encourage his/her achievements and positive attitude. Therefore, I will continue to carry out the following responsibilities to the best of my ability:

- Make sure my child gets adequate sleep, eats a healthy diet and is at school on time.
- Review all school communications, encourage my child to complete his/her homework, and provide a quiet time and place for my child to do homework.
- Attend school events and support and school and district homework, discipline and attendance policies.
- Encourage my child to read and practice math facts daily.

_____ **Parent or Guardian's signature**

Student

- Arrive to class on time and prepared with the appropriate materials and supplies every day.
- Take weekly work/ information home to my parents.
- Be responsible for my own behavior, and be a cooperative leader/role model.
- Read and practice math facts every day, and return completed homework on time.
- Do my best on all assignments, and always be ready to learn and ask for help when I need it.

_____ **Student's signature**