

## **Hawthorne Parental Involvement Policy**

### **Hawthorne High School Title I Parent Involvement Policy**

Hawthorne High School is a schoolwide Title I program and has developed a parent involvement policy with input from parents. The school hosts meetings and parent education programs in order to keep parents informed about all aspects of the Hawthorne High School Community. Parents have been given the opportunity at these meetings to provide feedback to school leaders about steps that can be taken to increase parent involvement, improve communication between all stakeholders, and further increase student performance. In addition, parents are represented on the school's Hawthorne High School's School Site Council which is responsible for working together to develop programs to improve student performance. Hawthorne High School's policy describes the means for carrying out the following Title I parental involvement requirements.

#### **Involvement of Parents in the Title I Program**

Hawthorne High School does the following:

1. Convenes meetings to inform all parents of Title I requirements and their rights to be involved in the Title I program
  - A meeting is held during the first month of the school year to review this information.
  - The meeting is conducted in both English and Spanish; all handouts are in both languages.
  - Parents are informed of this meeting through letters mailed to home addresses, as well as autodialers and phone calls made by school personnel
2. Offers a flexible number of meetings
  - Hawthorne's administration parent meetings throughout the school year, mornings and evening to offer multiple attendance opportunities.
  - These meetings are conducted in both English and Spanish; all handouts are in both languages.
  - Parents are informed of these meetings through letters mailed to home addresses, as well as phone calls made by school personnel.
3. Involves parents all students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the Title I parental involvement policy.
  - At meetings, the principal reviews the school's performance data with parents, and encourages them to make suggestions as to steps that can be taken to improve that data.
  - Parents are provided with their student's testing results at the quarterly parent meetings as it becomes available. Data includes SBAC scores, AP results, ELPAC levels, and PSAT data.
  - The Single School Plan for Student Achievement is shared with parents at these meetings, and feedback is solicited.
  - The Title 1 Parent Involvement Policy and Parent Involvement Compact is shared with parents at these meetings, and feedback is solicited.
4. Provides parents with timely information about Title I programs
  - Each parent meeting provides information to parents about important Title I programs, as well as information about how those programs can help their students achieve at higher levels.
  - At most meetings, representatives from these programs are present to answer questions and address concerns from parents

5. Provides parents with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet.
  - The principal and her staff routinely review the expectations that the school, district, state, and federal government have for all students.
  - At these meetings, parents are provided information about the curriculum that is being taught in each academic department.
  - Parents are presented with specific information about the various tests the school is give: ELPAC, SBAC, PSAT, and AP exams.
  - Assessment data is shared with parents at these meetings, and parents are provided with resources that are available to help their students reach proficiency.
  
6. Provides parents, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children
  - Meetings for all parents are held at Hawthorne High School.
  - Parents are represented on the School Site Council and other organizations such as ELAC
  - Counselors meet with every student at least once per year.
  - Administrators, department leaders, and academy coordinators hold meetings throughout the year to provide parents with detailed information about how their students can improve in school.

### **Building Capacity for Involvement**

Hawthorne High School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

1. Assists Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.
  - Parent meetings are held to review this information.
  - Parents are presented with their student's performance data at these meetings as the data becomes available.
  - Information about the school's instructional program and curriculum are presented to parents throughout the year.
  - Parents are trained how to use the Power School Parent Portal to stay informed of their student's progress throughout the school year.
  - Parents are provided with resources available at Hawthorne High School to help their student achieve at a higher level.
  
2. Provides materials and training to help Title I parents work with their children to improve their children's achievement.
  - Parents are given information about how to contact their teachers via phone, email, or appointment.
  - Parents are provided with information about the various support services that are available at Hawthorne High School.
  - Representatives from support programs are usually present at the Title I meetings to promote their programs to parents and students who need them.

- School staff provides workshops throughout the year to help parents support their students.
3. Educates staff, with the assistance of Title I parents, in the value of parent contributions and how to work with parents as equal partners.
    - School administration works with teachers throughout the year on improving school-home communication.
    - Tools such as Blackboard Connect and email are available for teachers to communicate with parents more frequently.
    - Translation for parent meetings is readily available.
    - Staff is trained periodically on effective techniques to build parent involvement.
  4. Coordinates and integrates the Title I parental involvement program with other programs and conducts other activities that encourage and support parents in more fully participating in the education of their student.
    - Parent representation is welcome on school improvement committees.
    - All school groups such as academies, athletic teams, clubs, and the like are required to involve parents in their programs.
  5. Distributes to Title I parent's information related to school and parent programs, meetings, and other activities in a form and language that the parents can understand.
    - All items mailed home are sent in both English and Spanish.
    - All parent meetings are conducted in both English and Spanish.
    - Phone calls home through the Blackboard Connect system are made in the parent's home language.
    - Translation is available for all parent conferences.
  6. Provides support for parental involvement activities requested by Title I parents.
    - Such requests are acted upon by the school administration in a timely manner.
    - Utilization of PIQE (Parent Institute for Quality Education) to inform parent about the educational process Hawthorne High School
    - Outside agencies such as the South Bay Work Investment Board are often used to assist with providing additional activities of interest to parents.

### **Accessibility**

Hawthorne High School provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language that parents can understand.

- All items mailed home are sent in both English and Spanish.
- All items available on the schools web page: <http://www.Hawthorne.org/>
- All parent meetings are conducted in both English and Spanish.
- Phone calls home through the Blackboard Connect system are made in the parent's home language.
- Translation is available for all parent conferences.
- Hawthorne High School is easily accessible to parents who require wheelchair access to its

facilities.

## **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 Title I Parent Meeting/SSC Meeting. This Parent Involvement Policy was adopted by Hawthorne High School on October 30, 2017 and will be in effect for the period of the school year. The school will distribute this policy to all parents June 13, 2018. It will be made available to the local community on or before June 13, 2018. Hawthorne high School's notification to parents of this policy will be in an understandable and uniform format and, to the extent required by law, provided to parents in a language they can understand.