

Title I School-Level Parental Involvement Policy

Sylvandale Middle School 2016-2017



Sylvandale Middle School has developed a written Title I parental involvement policy with input from Title I parents. Parent input was gathered through input at a School Site Council meeting and a Cafecitos parent meeting. It has distributed the policy to parents of Title I students. The policy is displayed on the school website at www.fmsd.org/sylvandale and it was sent home in students' backpacks. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Sylvandale Middle School, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. This meeting is held at a Cafecitos parent meeting at the beginning of the school year. Translation is provided in Spanish and Vietnamese.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. Parents may attend morning Cafecitos meetings or afternoon School Site Council Meetings. Cafecitos meetings are held once a month.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy. Parents are actively involved in providing input to the Title I programs and policies as well as the Single Plan for Student Achievement through participation in School Site Council and Cafecitos.
- The school provides parents of Title I students with timely information about Title I programs at the annual Title I parent meeting as well as sending home parent notices as needed.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. This explanation is provided by the teachers at Back to School Night and at Parent-Teacher Conferences and discussed with parents by the

principal at Cafecitos and School Site Council meetings. Parents are taught how to use Parent Portal as part of Infinite Campus to check on their child's grades and attendance.

- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children through School Site Council and Cafecitos meetings.

School-Parent Compact

Sylvandale Middle School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents at the District level, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

Building Capacity for Involvement

Sylvandale Middle 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 has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children through Cafecitos meetings.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement through Cafecitos meetings.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners at staff meetings and professional development trainings.
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities to encourage and support parents in more fully participating in the education of their children. At Sylvandale, these activities are coordinated with programming through Catholic Charities, Uplift Family Services, and Santa Clara County Office of Education.
- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand. Notices, flyers, and phone calls are translated into Spanish and Vietnamese before being sent home. The school communicates with parents through flyers that are sent home (soon we will be using Peachjar as a means of sending flyers electronically), through the marquee that is located in front of the school, and through Blackboard Connect. Messages are sent in the language that the family has requested: English, Spanish, or Vietnamese.
- The school provides support for parental involvement activities requested by Title I parents.

Accessibility

Sylvandale Middle School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.