

# **LYNWOOD HIGH SCHOOL PARENT INVOLVEMENT PLAN/POLICY 2017-18**

(Support for Student Learning: Linkages to Family Schools and Community Resources) Compliance Item I-CE 2

## **DEVELOPMENT OF THE PARENT INVOLVEMENT SCHOOL SITE PLAN/POLICY**

In support of strengthening student academic achievement, schools that receive Title I, Part A (Title I) funds develop jointly with, agree on with, and distribute to, parents of Title I participant children a School Site Parental Involvement Plan/Policy that contains information required by section 1118(b) of the Elementary and Secondary Education Act (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities. The school's school-parent compact is incorporated into the School Parent Involvement Policy/Plan.

## **GOAL: PARENT INVOLVEMENT**

**Family, staff, and students will have opportunities to serve in a variety of leadership roles, will have learning and involvement opportunities provided which build the families' capacity to promote and support their students' achievement of academic standards at the High School, and will have a safe, positive learning environment that promotes tolerance and respect, builds the capacity for resilience, and fosters the development of personal, social, and academic responsibility.**

### **SCHOOL SITE ANNUAL TARGETS:**

1. Increase parent involvement in the committee meetings and academic meetings at the school sites.
2. Increase the information provided to parents regarding their student's academic level and District academic programs which will prepare the students to be ready for college or a career after graduation.
3. Various parent workshops for example:
  - a. Knowledge about the educational data
  - b. Strategies for parents to be able to help their students at home
  - c. College & Career Readiness
  - d. Strategies to help with family, emotional, adolescent and bullying issues.
  - e. Leadership

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**PART I. GENERAL EXPECTATIONS**

NOTE: [Each school in its School Parental Involvement Policy must establish the school's expectations for parental involvement. *[Section 1118(b), ESEA.]* There is no required format for those written expectations.]

The Lynwood High School 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 periodically update the School Parental Involvement Policy to meet the challenging needs of parents and the school.
- The school will adopt the school's school-parent compact, which delineates the responsibilities of students, parents, and school in helping students achieve academic success, 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 (insert school name) WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Lynwood High School will take the following actions to involve parents in the joint development and agreement of its School Parent Involvement Policy/Plan in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

<b>Process for Planning Improvement and Review of the School Site Title I Parent Involvement Policy/Plan</b>	<b>Person(s) Responsible</b>	<b>Materials for Parent Review</b>	<b>Dates</b> (Required Topics Check off )
A. School Site Process- present document to councils Review and receive input Modify Review and approve	Mr. Zaragoza Mr. Arkangel (Lead) School councils	Parent involvement data District parent data • sign in sheets Surveys	11/6/17 11/7/17 12/4/17 12/5/17 As needed

2. Lynwood High School will take the following actions to distribute to parents of participating children and the local community, the School Parent Involvement Policy/Plan:

<b>Process To Distribute to Parents of Title I Participants the Site Title I Parent Involvement Policy/Plan</b>	<b>Person(s) Responsible</b>	<b>Dates</b> (Required Topics Check off)

<p>Publish copies and keep in Parent Center, Administration Reception Center, and Counseling Office. Put the Parent Involvement Policy (PIP) on school website. Send a message to parents that PIP is available online, at the school site, or they may call and request a copy be sent to them.</p>	<p>Mr. Arkangel (Lead) Mrs. Calderon Office staff</p>	<p>Ongoing</p>
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3. Lynwood High School will update annually its School Parent Involvement Policy/Plan to meet the challenging needs of parents and the school:

<p><b>Annual Update of the Site Title I Parent Involvement Policy/Plan</b></p>	<p><b>Person(s) Responsible</b></p>	<p><b>Dates</b> (Required Topics) Check</p>
<p>Revisions are made from August to December of each school year. Presented to councils at earliest school council meetings available. Suggested changes to the plan will be made throughout the year at 3 month intervals.</p>	<p>Instructional Lead School Site Council members and sub-committee</p>	<p>August-December December, March, June</p>

4. Lynwood High School will convene an annual Title I Parent meeting to inform parents

<p><b>Title I Parent Information Meeting (minimum requirements)</b></p>	<p><b>Person(s) Responsible</b></p>	<p><b>Dates</b> (Required Topics) Check off</p>
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<p>All aspects of Title I conveyed to parents in both English and Spanish</p> <ul style="list-style-type: none"> <li>• use students to create banners or posters to help bring parents in</li> </ul> <p>Request DELAC support for Title 1 parent to parent informational sessions</p>	<p>Mr. Arkangel (Lead) Mrs. Calderon Student members of SSC SSC sub-committee</p>	<p>9/19/17 August 2018</p>
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5. Lynwood High School will hold a flexible number of meetings at varying times, and provide child care, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:

Parents of Title I Participants Outreach (Please check all used practices)	Person(s) Responsible
<p><b>A. Parent Notification of Meetings may include but not be limited to the following (72 hours' notice will be given)</b></p> <p> <input checked="" type="checkbox"/> Flyer, Notice, or Letter     <input checked="" type="checkbox"/> Parent Bulletin Board     <input checked="" type="checkbox"/> Telephone Calls     <input type="checkbox"/> Marquee  <input checked="" type="checkbox"/> Large Signs     <input checked="" type="checkbox"/> School website     <input checked="" type="checkbox"/> Home visits </p>	<p>Mr. Arkangel (Lead) Mrs. Calderon SSC sub-committees</p>
<p><b>B. Additional Practices to Reach Parents of Title I Participants:</b></p> <p> <input checked="" type="checkbox"/> Accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students will be ensured.  <input checked="" type="checkbox"/> Materials or Translation Provided in both Spanish and English  <input checked="" type="checkbox"/> Planning of Special Events that parents find particularly useful and/or of interest </p>	

<input checked="" type="checkbox"/> Parent Center <input checked="" type="checkbox"/> Parent Advisory Council Meetings (SSC, SAC, ELAC) <input checked="" type="checkbox"/> Parent Council Facilitator (Site Teacher on Special Assignment)	
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6. Lynwood High School will provide timely information about Title I programs to parents of participating children in a timely manner:

List of School Sites Title I Programs and/or Intervention Activities	Budget	Person(s) Responsible	Dates
Math Saturday Intervention	3000	Math teachers	TBD
Saturday School		Administration Teachers	9/16, 9/30, 10/7, 10/14, 10/21, 10/28, 11/4, 12/2, plus 15 dates
Credit Recovery	5000	Administration Teachers	Sept-Dec Feb-May
Tutoring (Educare/The Movement)		Administration	ongoing

7. Lynwood High 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:

List of Curriculum, Academic Assessment and Levels of Expected Proficiency	Budget	Person(s) Responsible	Dates
Benchmark results and Unit reports		Mr. Arkangel (Lead)	11/6-11/7, per request, and 3 times (2 mornings and 1 night)

CELDT results		Mr. Arkangel (Lead)	11/6-11/7 and per request
SBAC results		Mr. Arkangel (Lead)	11/6-11/7 and per request
Informative meeting for ELPAC and re-classification proficiency		Mr. Arkangel (Lead) and district official SSC	1/17/18 and 8/28/18

8. Lynwood High 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:

<b>Opportunities to formulate suggestions and to participate in decisions relating to the education of their child</b>	<b>Budget</b>	<b>Person(s) Responsible</b>	<b>Dates</b>
A. Opportunities to Share Suggestions <ul style="list-style-type: none"> <li>• meeting with parents after Coffee with the Principal</li> <li>• gain parent suggestions at after-school events through parent to parent contact</li> </ul>		All administration All teaching staff Support staff SSC sub-committee	Ongoing

9. Lynwood High School will submit to the district any parent comments if the school plan under section (1114)(b)(2) is not satisfactory to parents of participating children.

<b>Procedures to submit parent comments</b>	<b>Budget</b>	<b>Person(s) Responsible</b>	<b>Dates</b>
Submit to councils Submit to administration		Mr. Zaragoza Mr. Arkangel (Lead)	Ongoing

Submit to Liaison		Mrs. Calderon Administration	
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**PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

1. The Lynwood High 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 involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

*(List actions, such as describing processes, identify who will be responsible for conducting the activities, and explaining what role parents will play.)*

<b>Actions</b> ( Activities to ensure effective involvement and partnership with parents to promote student academic achievement )	<b>Parent's Role</b>	<b>Persons Responsible</b>	<b>Budget</b>
<p><b>Building School Capacity</b> Opening up volunteer opportunities Recruit 9<sup>th</sup> grade parents at the beginning of school year Providing parent classes Facilitating parent conferences with teachers and counselors</p> <p><b>Building Parent Capacity</b> AERIES registration and training Having guest speakers on important topics for parents Providing parent classes Constant communication by phone, e-methods, and website</p>	Volunteer Participant Engaged learner Monitor of student progress Empowered through knowledge parent Advisor	Administration School staff Parents	\$5,000

2. Lynwood High School will incorporate the school-parent compact as a component of its School Parent Involvement Policy/Plan:

<b>The School-Parent Compact Title I Home School Compact</b>	<b>School Parent Compact Implementation</b>	<b>Persons Responsible</b>
Sent home in September	August-June	Administration



		School Staff
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3. **Lynwood High School will provide assistance to parents of children served by the District in understanding topics such as the following, by undertaking the actions described on the following chart**

- 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:

<b>Workshops, Conferences, classes, Equipment and other materials necessary to ensure success</b>	<b>Budget – Title I Parent Involvement</b>	<b>Persons Responsible</b>
A. Workshops and Classes	\$5000	Mr. Arkangel (Lead)
B. Parent Outreach Support (possibly National Network of Partnership Schools)	\$4000	Mr. Arkangel (Lead) Mrs. Calderon
C. Conferences	\$6000	District Mr. Arkangel (Lead)
D. Materials and Equipment	\$1000	Mrs. Calderon Mr. Arkangel (Lead)

4. Lynwood High 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, as described on the following chart--

<b>Workshops, Conferences, classes, Equipment and other materials necessary to ensure success</b>	<b>Budget – Title I Parent Involvement</b>	<b>Persons Responsible</b>
A. Workshops and Classes	\$3000	Mr. Arkangel (Lead)

B. Parent Outreach Support		
C. Conferences		
D. Materials and Equipment		

5. Lynwood High 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:

List Activities	Funding Source and Amount	Persons Responsible
1. Aeries gradebook training for teachers 2. Teachers using Remind to communicate with parents 3. Training teachers on Google Classroom 4. Provide grade level guidance meetings every semester 5. (possibly National Network of Partnership Schools)	\$1000	Administration Teaching staff Mr. Arkangel (Lead)

6. Lynwood High School to the extent feasible and appropriate, coordinate and integrates parental involvement programs and activities with 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:

Integration of Parent Involvement Programs	Funding Source and Amount if Categorical	Persons Responsible
Activities Appropriate for Integration A. Categorically Funded Parent Involvement	<i>A minimum of 1% Title I budgeted for parent involvement</i>	Mr. Arkangel (Lead)

7. **The District 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:**

Actions/Communications To Ensure That Information is Sent To The Parents (Check-off Appropriate Boxes)	Persons Responsible	Specific Details and/or Requirements	Funding Source and Amount (If needed)
Parent Notification of Meeting may include but not be limited to the following (72 hours' notice will be given):	Mr. Arkangel (Lead) Mrs. Calderon		
<input checked="" type="checkbox"/> Flyer, Notice or Letter and Banner			
<input checked="" type="checkbox"/> Parent Bulletin Board			
<input checked="" type="checkbox"/> Telephone Calls			
<input checked="" type="checkbox"/> School web site			
<input checked="" type="checkbox"/> Blackboard			
<input checked="" type="checkbox"/> Parent Council Meetings			
<input checked="" type="checkbox"/> Annual Title I Meeting			
<input checked="" type="checkbox"/> Translation			
<input type="checkbox"/> Home Visits			
<input type="checkbox"/> Marquee			
<input checked="" type="checkbox"/> Other- Social Media	SSC Subcommittee		
<input checked="" type="checkbox"/> MAILINGS	<b>Person Responsible</b>	<b>Specific Details, Program and/or Purpose</b>	<b>Funding Source and Amount</b>
1. Calendar and Informational Newsletter	Parent Volunteers	Alert parents of parent involvement	\$1500
2.			

3.			
4.			

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**PART IV    ADOPTION**

**This School Title I Parent Involvement Policy/Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the School Site Council (the elected representatives of parents of Title I Participants) chairperson \_\_\_\_\_.**  
 (School Site Council Chairperson Signature and Date)

**This policy was adopted by Lynwood High School on \_\_\_\_\_ .**

\_\_\_\_\_  
 (Signature of Authorized Official)

\_\_\_\_\_  
 (Date)

**Addendum 2: School Compact**

**SAMPLE: SCHOOL-PARENT COMPACT**

INSERT YOUR SCHOOL'S HERE

*The Lynwood High School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

*This school-parent compact is in effect during school year 2017-18.*

**REQUIRED SCHOOL-PARENT COMPACT PROVISIONS**

**(provisions bolded in this section are required to be in the Title I, Part A school-parent compact)**

**School Responsibilities**

The Lynwood High School will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

*Provide an engaging, challenging, and rigorous instructional program which addresses content standards and the needs of all students.*

- 2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement.** Specifically, those conferences will be held:

*Parent-teacher conferences are available whenever a parent requests one and the teacher is able to accommodate. We value parent involvement in a student's education and make every effort to foster the teacher/parent relationship and communication.*

3. **Provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:

*Grades are sent home every quarter of a semester (at roughly 4 week intervals). Parents are further able to monitor their students' grades through the AERIES portal available online or on their devices. Parents may also request print outs of their child's progress, as necessary.*

4. **Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:

*Staff is available upon request, as long as time/scheduling permits.*

5. **Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities,** as follows:

### **Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

*[Describe the ways in which parents will support their children's learning, such as:*

- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Monitoring amount of television their children watch.*
- *Volunteering in my child's classroom.*
- *Participating, as appropriate, in decisions relating to my children's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*

- *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.*

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### **OPTIONAL ADDITIONAL PROVISIONS**

#### **Student Responsibilities (revise as appropriate to grade level)**

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

*[Describe the ways in which students will support their academic achievement, such as:*

- *Do my homework every day and ask for help when I need to.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.]*

#### **Additional Required School Responsibilities**

The Lynwood High School will:

1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.
2. Involve parents in the joint development of any schoolwide program plan, in an organized, ongoing, and timely way.
3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the

meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.

4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.
5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

### **Optional School Responsibilities**

To help build and develop a partnership with parents to help their children achieve the State's high academic standards, Lynwood High School will:

1. Work with the LEA in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title I, Part A.



2. Work with the LEA to ensure that a copy of the SEA's written complaint procedures for resolving any issue of violation(s) of a Federal statute or regulation of Title I, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

\_\_\_\_\_  
School

\_\_\_\_\_  
Parent(s)

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

