

Title I School-Level Parental Involvement Policy Ukiah High School

Ukiah High School has developed a written Title I parental involvement policy with input from Title I parents. This policy has been approved by the School Site Council. It has distributed the policy to parents of Title I students. This policy is distributed to parents in the first school mailing, at the Title I parent night, and on the school website. 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 Ukiah High 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 advertised in the parent newsletter and parent email. The meeting agenda includes: general school and program information; student support systems information; grading and assessment practices and reporting; counseling services; and resource contact information.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. The primary meeting is scheduled in the evening. Two meetings are scheduled for the following day, one in the morning and one in the afternoon. The content of each meeting is the same.
- 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.** This information is gathered in the Title I parent meeting, the School Site Council meetings, and through the development of the Single Plan for Student Achievement.
- The school provides parents of Title I students with timely information about Title I programs. This information is provided in the parent newsletters, at the Title I parent night, and counseling nights.
- 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 information is provided at the Title I parent night, back-to-school night, assessment summary mailings and in course outlines.
- 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. These meetings are available upon request with the student's assigned counselor.

**It may be helpful to include the parental involvement policy review in the annual review of the Single Plan for Student Achievement.*

***The policy must be updated periodically to meet changing needs of parents and the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children. [20 USC 6318 Section 1118(c)(3)]*

School-Parent Compact

Ukiah High School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, 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: 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

Ukiah 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 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. This information is shared in the Title I parent night and in course outlines provided by teachers.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. Information regarding these resources are provided in the Title I parent meeting and from counselors.
- 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. This training occurs through staff development meetings at the outset of the school year.
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. These processes are coordinated through the counseling office.
- 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. These documents are provided in English and Spanish. Critical meetings are conducted in English and Spanish.
- The school provides support for parental involvement activities requested by Title I parents. The counseling department is prepared to provide parents with the additional support needed to participate in Title I activities.

Accessibility

Ukiah High 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. Communication is delivered to parents in the language identified as the primary communication language. Parents of students with disabilities receive information pertaining to Title I services in IEP meetings as it pertains to the content of IEP services. Designated migrant students receive all school information from above cited sources and the school's Migrant Education representatives.