

Ronald E. McNair High School

Posted: 12/12/2022

School Site Council Agenda –December 15, 2022

Date Posting: 12/12/2022

Location: Ronald E. McNair High School

Meeting Date: December 15, 2022	Large Conference Room
Starting Time: 3:30 pm	Ending Time: 4:30 pm

Participants: Principal Mark Dawson, Michael Gould, Andrew Paunon, Krista Johnson, Heather Sweeden, Caitlyn Tipple, Deanna Prothero, Mary Picinich, Jason Tran, Lijuan Barnes, Emme Ayala, Gabrielle Nunez

Time Limit	Actions Requested	Person Responsible
Call to Order Quorum Count	None	Chair
Additions/Changes to the Agenda	Vote	Chair
Updates for 2022-2023 School Year	No	Chair
Parent and Family Engagement Policy. • Review/Revise	Vote	Chair
School-Parent Compact • Review/Revise	Vote	Chair
Comments from the public	Not Applicable	

- Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC Meeting, as approved by the council. Public comment is generally limited to two minutes per person.



## **Title I School-Level Parent and family Engagement Policy**

Ronald E. McNair High School

October 27, 2021

2.0 With approval from the local governing board, Ronald E. McNair High School has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]) *[Describe how the school Jointly develops with, and distributes to, parents and family members of Title I students a written parent and family engagement policy.]*

McNair's parent and family engagement policy is reviewed and approved annually by the School Site Council. Parent and student representatives are provided with the opportunity provide input regarding changes they would like to see. If any changes are made, the School Site Council will vote to approve the revised parent and family engagement policy. The parent and family engagement policy is shared with all families at McNair's Back to School Night. Back to School Night is usually scheduled for the mid to late August. The parent and family engagement policy is also posted on McNair's wenbsite.

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

The school-level parent and family engagement policy shall describe the means for how Ronald E. McNair High School school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's

participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

McNair High School schedules a parent meeting within the first four weeks of every school year. This parent meeting coincides with McNair's Back to School Night and is scheduled before students and parents visit classrooms. All families, including children are encouraged to attend. During the meeting the requirements for McNair's Title 1 program along with the right of the parents to be involved is shared. The parent and family engagement policy is also posted on McNair's website.

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

McNair High Schools offers multiple opportunities at flexible times for parents to be involved. A parent meeting is held prior to class visitations at Back to School Night. The first School Site Council Meeting is generally held at 2:30 pm, after students are released for the day. During that meeting parent representatives are asked if 2:30 pm is a convenient time to meet. If it is not, other options for meeting times are discussed. McNair's Counseling team holds a monthly "Coffee with the Counselors." Prior to March of 2020, "Coffee with the Counselors" was held on a Wednesday from 7:30 am until 8:30 am. Since then, meetings have been held virtually and the time has been moved to 9:00 am or 10: am, depending on the needs of the parents and the availability of the staff. English Language Advisory Committee (ELAC) meetings are generally held in the evening. In addition, McNair's staff is always willing to meet with families to address individual concerns. The staff works with families to determine a convenient time, place and format in which to meet.

- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Parents are provided opportunities to review McNair's School Plan for Student Achievement and offer input during School Site Council meetings. The parent and family engagement policy is also reviewed once per year during a School Site Council Meeting. Parents are able to provide input and suggest revisions. Any revisions All parents are invited to school site council meetings. Since March of 2020, all School Site Council Meetings have been held via video conference. The agenda, including the login information, is posted on McNair's website and in the front office at least 72 hours before the meeting. A reminder is also sent via the Blackboard Mass Communication system.

- d) The school provides parents of participating children with the following:

- i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Title 1 program information is shared each year at the parent meeting that occurs during Back to School Night. Title 1 program information is also posted on McNair's website.

- ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

McNair High School utilizes district approved curriculum that addresses the Common Core State Standards and/or the content standards for a given subject, if there is no Common Core State Standard for that subject. This includes the use of Studysync for English/Language Arts classes, and CPM for Math classes. McNair uses a variety of assessments to measure student progress and achievement levels. This includes assessments that are embedded into the approved curriculum. Students who are new to McNair will take a Reading Inventory and a Math Inventory to ensure proper placement in classes. During the 2021-2022 school year, all students enrolled in English Language Arts and Math

Classes will take the i-ready assessment at least two times during their time in the class. All 11th students participate in CAASPP testing in the spring of each school year.

- iii. 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. (20 U.S.C. § 6318[c][4][C])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

The administration and staff at McNair High School is available to meet with parents in an effort to listen to and address their concerns. Staff e-mail addresses are posted on McNair's website and voicemail boxes are available via the JIVE phone system. Parents are also encouraged to attend monthly "Coffee with the Counselors" as well as School Site Council meetings.

- e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Parents may contact the school principal via e-mail, by phone or schedule a meeting if they feel the schoolwide program is not satisfactory. Comments will be submitted to the appropriate department at the district office. Parents may also utilize the district's uniform complaint policy.

## 2.2 Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

- a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Assistance is provided to parents of children served in a variety of ways. General information is provided at the parent meeting that occurs prior to classroom visitations during Back to School Night, Assistance is also provided during monthly "Coffee with the Counselors. Parents may also schedule a parent teacher conference or SST at anytime during the school year. Progress reports are sent home halfway through each semester and report cards are sent home at the conclusion of each semester. Many teachers utilize the Blackboard Mass Communication system to send progress reports.

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Materials are available in the parent resources library that is housed in McNair's library. The parent resource library includes both hard copy and electronic versions of books that cover a variety of subjects. Occasionally, McNair's administration provides parent trainings that cover topics that are of interest to our families. During the 2020-2021 school year, these trainings were held remotely.

- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

During staff meetings and leadership team meetings strategies to enhance parent involvement have been discussed. This has included the emphasis in making positive phone calls home and the use of the Blackboard Mass Communication system to send progress reports and other messages for parents.

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Improve Your Tomorrow (IYT) operates at McNair High School. IYT is a community based organizations that provides academic and social emotional support for young men of color. McNair utilizes the services of the Child Abuse Prevention Council and the 180 teen center to provide additional mental health services to students. Teachers and the principal from McNair have met with teachers and administrators from McNair's feeder middle schools and elementary schools in an effort to coordinate and integrate parent involvement activities. Due to the global pandemic, this planning has been put on hold.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

School newsletters and other information regarding the Title 1 program are available in Spanish. McNair has the capacity to provide materials in other languages spoken by the families served.

- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Parents are provided with opportunities to provide input and make suggestions regarding parent involvement activities during School Site Council meetings and ELAC meetings.

### **2.3 Accessibility**

In carrying out the parent and family engagement requirements of Title I, Part A, Ronald E. McNair High School, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

All parents, including parents with limited English proficiency are provided information in an understandable format as outlined by law.

### **2.4 School-Parent Compact**

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and 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 to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging

state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

*[Briefly describe or list the activities the school will implement to address this requirement.]*

Ronald E. McNair High School has jointly developed with and distributed to parents of Title I students a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the Common Core State Standards, The Next Generation Science Standards and the California Content Standards. The school-parent compact describes the following items in addition to items added by parents of Title I students:

#### Student Responsibilities

- Come to school on time every day ready to learn.
- Work as hard as I can on my school assignments.
- Tell my parents what I am learning in school.
- Ask my teacher for help when I do not understand something.
- Follow my school's Code of Student Conduct as outlined in the school handbook and dress appropriately.
- Limit my TV watching and video game playing.
- Spend time at home reading, writing and studying.
- Show respect and cooperate with all adults at the school.
- Respect others, their differences, and the rights of all to learn without disruption in a safe environment.
- Attend any before school or after school interventions offered.

#### Parent Responsibilities

- See that my child comes to school on time every day.
- Talk with my child about his/her activities every day.
- Communicate regularly with the school to ensure my child's best possible education.
- Know how my child is progressing by attending conferences, looking at school work, talking to the teacher, and being involved with the school (i.e. attend coffee with the counselors, join the booster club or attend awards ceremonies)
- Encourage my child to read by reading with him/her at least 15 minutes a day.
- Limit my child's TV viewing and video game playing and help select worthwhile programs.
- Provide a caring environment, including adequate food and rest\*, so my child is ready to learn.

(\* Recommend 8-10 hours of sleep nightly.)

- Ensure that my child attends any interventions offered.

#### Teacher Responsibilities

- Explain my goals, expectations and grading system to students and parents.
- Communicate with parents to ensure their child's best possible education.
- Build students' self-esteem by using praises generously and avoiding ridicule and negative public criticism.
- Provide instruction in a way that will motivate and encourage my students.
- Enforce a positive discipline code based on clear and fair rules that are established and fully explained at the beginning of the school year, reinforce positive behavior as well as provide consequences for negative behavior.
- Provide appropriate interventions for my students.

b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*

Parents can request a parent teacher conference at any time.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*

Progress reports are sent at the midway point of each semester. Report cards are sent at the conclusion of each semester. In addition, parents have access to student grades and attendance through the Aeries parent portal.

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*

Staff e-mail addresses are available on McNair's website. Staff phone voicemail boxes are available through the JIVE system. Prior to the global pandemic, parent volunteers were encouraged. Under current district guidelines, opportunities for parents to volunteer are limited. Parents are provided with the opportunity to observe their student in class, provided that they adhere to all of the health and safety guidelines.

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*

Staff e-mail addresses are available on McNair's website. Staff phone voicemail boxes are available through the JIVE system.

*\*It may be helpful to include the parent and family engagement policy review in the annual review of the Local Control and Accountability Plan Federal Addendum.*

*\*\*The policy must be updated periodically to meet changing needs of parents and family members and the LEA. If the LEA has a process in place for involving parents and family members in planning and designing the school's programs, the LEA may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*