long beach unified school district

Smith Elementary School

565 E. Hill Street
Long Beach, California 90806
(562) 595-9466

Parental Involvement Guidelines

As a school that receives Title I, Part A (Title I) funds, Smith Elementary has developed jointly with the members of School Site Council and distributed to parents of participating children, a School Parental Involvement Guidelines, that contains information required by section 1118(b) of the Elementary and Secondary Education Act (ESEA) The Guidelines establishes Smith's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities. The Home-School Compact is incorporated into the School Parental Involvement Guidelines.

PART I

Smith agrees to implement the following requirements:

- jointly develop with parents, distribute to parents of participating children, a School Parental Involvement Guidelines that the school and parents of participating children agree on.
- notify parents about the School Parental Involvement Guidelines in an understandable and uniform format and, to the extent practicable, will distribute this Guidelines to parents in a language the parents can understand.
- make the School Parental Involvement Guidelines available to the local community.
- periodically update the School Parental Involvement Guidelines to meet the changing needs of parents and the school.
- adopt the school's school-parent compact as a component of its School Parental Involvement Guidelines.
- 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:

PART II.

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT GUIDELINES COMPONENTS

1. Smith Elementary will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Guidelines and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
    - Attendance at one of the district trainings or school site training. Topics include:
        i. Responsibilities & Roles of SSC and its members
        ii. Composition of SSCs
        iii. Budgetary considerations
        iv. Single Plan for Student Achievement
        v. Role of ELAC and other advisory committees

    - Plan meeting with SSC & ELAC parents to review previous year's guidelines and parental involvement activities outlined in the Single Plan for Student Achievement
        i. Invite other parents and stakeholders to attend the meeting
        ii. Advertise in Title 1 Newsletter, at Back-to-School night, through School Messenger, etc.

    - At Meeting
        i. Review Single Plan for Student Achievement, and as a group, note changes and make adjustments (deletions or additions) as necessary
        ii. Write or update the Parent Involvement Guidelines & Home-School Compacts
        iii. Oral and written translations be made available for Spanish and Khmer parents to allow for discussions

2. Smith Elementary will take the following actions to distribute to parents and the local community, the school's Parental Involvement Guidelines:
    - At a SSC & ELAC meeting
    - Section of Newsletter
    - Annual Title I Meeting
    - Main Office Counter
    - Back to School Night

3. Smith Elementary will update periodically its school's Parental Involvement Guidelines to meet the changing needs of parents and the school:
    - At SSC and ELAC meetings
    - Parent information meetings
    - School site council must vote to approve the guidelines

4. Smith Elementary will convene an Annual Title 1 Public Meeting to inform parents of the following:
    - The requirements of Title I, how Title 1 funds are used at this school, and parents' right to be involved
    - Meetings offered hold a flexible number of meetings at varying times
    - Notifications/fliers sent home in language parents understand
    - Announcement made on school marquee, through School loop and School Messenger
    - Incentives, refreshments, and child care when available

5. Smith Elementary will provide updated information to parents about Title I programs throughout the school year:
    - Section of Newsletter
    - On Main Office Counter
    - At SSC, ELAC meetings and other parent meetings (PTA/PTO/CAAP, etc.)

6. Smith Elementary will provide to parents 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. School will also provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children:
    - Parent workshops; parent surveys
    - Coffee with the Principal
    - In school newsletters
    - Back-to-School night
    - At SSC & ELAC meetings
    - Community School Program

7. Smith Elementary will coordinate and integrate parental involvement programs and activities with Head Start, Schools Community Grant, public preschools, and other programs that encourage and support parents in participating more fully in early education of their children by:

    - Coordination of Transitional Kindergarten at selected sites

    - Promotion/advertisement of the District's Kindergarten festivals

8. Smith Elementary will submit to the district any parent comments if the school wide plan under section (1114) (b) (2) is not satisfactory to parents of participating children:

    - At School site council meetings

PART III

SHARED RESPONSBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Smith Elementary will build the schools' and parents' 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:

    - District trainings offered for parents and staff
    - Parent education workshops on site
    - Parent-Teacher Conferences
    - Monthly calendars of Parent Workshops posted on district website
    - DCAC, DELAC and other district parent forums/meetings
    - District website resources: click "P" for Parent Involvement

2. Smith Elementary will incorporate the Home-School Compact as a component of its School Parental Involvement Guidelines:
    - Outlines shared responsibility of home, school and student in academic achievement
    - Developed, discussed and reviewed at first SSC and ELAC meetings
    - School site council must vote to approve compact
    - Discussed and signed during November parent conferences

3. Smith Elementary will, with the assistance of its district, provide assistance to parents of children served by the school in understanding topics such as the following
    - the state's academic content standards
    - the state and local academic assessments including alternate assessments

4. Smith Elementary 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, by:
    - Effective Parent-Teacher Conferences
    - Success with Homework
    - Planning for Success (Goal Setting)
    - Study Skills and Homework
    - Family Reading
    - Family Math

5. Smith Elementary will, with the assistance of its district and parents, educate its teachers 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:
    - Teacher/Staff In-services on opening day of school

6. The school 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:
    - Office Staff will be doing the translations of written materials/notifications that are sent to parents

PART IV.
DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT GUIDELINES COMPONENTS

NOTE: The School Parental Involvement Guidelines may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- establishing a district wide parent advisory council (DCAC) to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.

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PART V. ADOPTION

This Smith Elementary Parental Involvement Guidelines has been developed jointly with, and agreed upon by, parents of children participating in Title I, Part A programs. The Guidelines were adopted by the site's School Site Council members on _09/27/2022___ and will be in effect for the period of 1 year. The school will distribute the Guidelines to all parents on or before next school site council meeting. Smith Elementary**,** when feasible, will provide a copy of these Guidelines to parents in a language the parents can understand.

Hugo Figueroa

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Signature of Principal

09/27/2022

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Date