

WILSON HIGH SCHOOL
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PARENT/GUARDIAN INVOLVEMENT GUIDELINES

Woodrow Wilson High School has developed jointly with the members of School Site Council and distributed to parents of participating children, a school Parent Involvement Guidelines, that contains information required by section 1118(b) of the Elementary and Secondary Education Act (ESEA). The Guidelines establish Woodrow Wilson High School '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 Parent/Guardian Involvement Guidelines.

PART I

Woodrow Wilson High School agrees to implement the following requirements:

- Jointly develop with parents, and distribute to parents of participating children, a school Parent/Guardian Involvement Guidelines that the school and parents of participating children agree on.
- Notify parents about the school Parent/Guardian Involvement Guidelines in an understandable and uniform format and, whenever possible, distribute these Guidelines to parents in a language the parents can understand.
- Make the school Parent/Guardian Involvement Guidelines available to the local community.
- Periodically update the school Parent/Guardian Involvement Guidelines to meet the changing needs of parents and the school. The School Site Council (SSC) must approve these Guidelines annually.
- Adopt the school's Home-School compact as a component of its school Parent/Guardian Involvement Guidelines. The School Site Council must approve the compact annually.
- Governed by the following statutory definition of parental involvement, and carry out programs, activities and procedures in accordance with this definition.

PART II

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT/GUARDIAN INVOLVEMENT GUIDELINES COMPONENTS

1. Woodrow Wilson High School will take the following actions to involve parents in the joint development and joint agreement of its school Parent/Guardian Involvement Guidelines and its schoolwide plan under Section 1118(b) of the ESEA. School will update periodically its School Parental Involvement Guidelines to meet the changing needs of parents and the school:
 - Attendance at one of the district trainings or school site training:
 - i. Responsibilities & Roles of School Site Council (SSC) and its members
 - ii. Composition of SSC

- iii. Budgetary considerations
 - iv. School Plan for Student Achievement
 - v. Title I requirements & mandates (as applicable)
- Plan meeting with SSC & the English Learners Advisory Committee (ELAC) parents (at a convenient time) to review assessment data, Single Plan for Student Achievement and previous year's Parent Involvement Guidelines
 - i. Invite other parents and stakeholders to attend the meeting via flyer sent home with students
 - ii. Announce at Back-to-School Night
 - iii. Use teleparent/SchoolMessenger to announce dates/location of meetings
 - At Meeting
 - i. Review School Plan, Parent Involvement Guidelines, and Home School Compact. As a group, make changes (deletions or additions) as necessary
 - ii. School Site Council (SSC) must vote to approve the Parent/Guardian Involvement Guidelines & Home School Compact. This vote must be stated in the meeting minutes.
 - iii. Oral and written translations made available for Spanish and Khmer parents/guardians.
2. Woodrow Wilson High School will take the following actions to distribute to parents/guardians of participating children and the local community, the school Parent/Guardian Involvement Guidelines:
- SSC & ELAC meetings
 - Section of Newsletter
 - Annual Title I Meeting (as applicable)
 - Main Office Counter
 - Back to School Night
 - School website
3. Woodrow Wilson High School will provide timely information about Title I programs (as applicable) to parents/guardians of participating children in a timely manner:
- Section of Newsletter
 - At Annual Title I Meeting (as applicable)
 - On Main Office Counter
 - At SSC, District Community Advisory Committee (DCAC), ELAC, PTSA meetings and other parent/guardian meetings (PTSA/Sankofa Parent Village), etc.)
 - At Back-to-School Night
 - On School Website
 - Through SLCs and Special Programs outreach
4. Woodrow Wilson 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:
- Student-Parent/Guardian Information Night, 9th grade orientation,
 - Parent/Guardian information meetings about graduation requirements, SAT, ACT, etc.
 - School newsletters

5. Woodrow Wilson High School will provide parents/guardians of participating children, if requested, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children:
 - Parent/Guardian-Teacher conferences, telephone calls, email, Canvas
 - PTSA Meetings / ELAC
6. Woodrow Wilson High School will submit to the district any parent/guardian comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents/guardians of participating children:

PART III

SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Woodrow Wilson High School will build capacity for strong parental/guardian involvement in order to ensure effective parent/guardian school partnership and to improve student academic achievement, through the following activities specifically described below:
 - Parent/Guardian -Teacher conferences
 - District and site trainings offered for parents/guardians and staff
 - Establish a Parent/Guardian Center
 - College Career Center, Parent/Guardian Booster groups
 - California Conference for Equality and Justice (CCEJ) workshops
 - DCAC and ELAC meetings
 - District website resources: click “P” for Parent Involvement
 - Support provided through AVID/
 - Volunteers in Public Schools (VIPS) support school logistics and academics
 - Support partnership with the YMCA to provide parental/guardian training and classes
2. Woodrow Wilson High School will incorporate the Home-School Compact as a component of its School Parental/Guardian Involvement Guidelines:
 - Outlines the shared responsibility of home, school and student in academic achievement
 - Developed/reviewed at first SSC and ELAC meetings
 - School Site Council must vote to approve compact
 - Discussion, distribution, and collection will be done by Pre-Registration.
3. Woodrow Wilson High School will provide assistance to parents in understanding:
 - The State’s Common Core State Standards (CCSS)
 - The State and local academic assessments including alternate assessments
4. Woodrow Wilson High School will, with the assistance of its district and parents/guardians, educate its teachers and other staff, in how to reach out to, communicate with, and work with parents as equal partners and build ties between parents/guardians and schools by:
 - Teacher/Staff in-services
 - Teacher/staff/parent/guardians meetings
5. Woodrow Wilson High School will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent/guardian programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language families can understand.
 - There will be Parent/Guardian Information and Orientation Meetings

PART IV.

**DISCRETIONARY SCHOOL PARENTAL/GUARDIAN INVOLVEMENT GUIDELINES
COMPONENTS**

NOTE: The school Parental/Guardian Involvement Guidelines may include additional paragraphs describing other discretionary activities that the school, in consultation with its parents/guardians, chooses to undertake to build parents’/guardians’ 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:

- paying reasonable and necessary expenses associated with parental/guardian involvement activities, including transportation and child care costs, to enable families to participate in school-related meetings and training sessions;
- training families to enhance their involvement;
- adopting and implementing model approaches to improving parental/guardian involvement;
- establishing a district wide parent/guardian advisory council to provide advice on all matters related to parental/guardian involvement in Title I, Part A programs;
- providing other reasonable support for parental/guardian involvement activities under section 1118 as parents/guardians may request.

PART V.

ADOPTION

These Woodrow Wilson High School Parental/Guardian Involvement Guidelines have been developed jointly with, and agreed upon by, parents/guardians, teachers and students. The Guidelines were adopted by the School Site Council members on **10/16/23** and will be in effect for the period of 1 year. The school will distribute the Guidelines to all parents on or before December 1, 2023. Woodrow Wilson High School, when feasible, will provide a copy of these Guidelines to parents in a language the parents/guardians can understand.

Suzanne Caverly 10/16/23

Signature of Principal

(revised 10/16/2023)