

Title I LEA-Level Parent and Family Engagement Policy

Santa Barbara Unified School District

2023-2024

- 1.0 The local governing board shall establish and implement a policy on parent and family engagement. (California *Education Code* [EC] sections [§§] 11500-11504, 51101[b]; 20 United States Code [U.S.C.] § 6318[a][1], 6318[a][2])
- 1.1 Santa Barbara Unified School District (SB Unified) has developed a written Title I parent and family engagement policy with input from parents and family members of participating children.

Input is gathered through parent/guardian surveys, LCAP Stakeholder Groups and Focus Groups, District Advisory Committees, and School Site Councils.

Santa Barbara Unified School District distributes the policy to parents and family members of children served under Title I, Part A. The policy is distributed to families through ParentSquare messages, and posted on the district's website in English and all other required languages. It will also be in our Annual Notification to Families. (20 U.S.C. § 6318[a][2])

To involve parents and family members in the Title I program at Santa Barbara Unified School District, the following practices have been established:

- a) SB Unified incorporates the parent and family engagement policy into the LEA level plan. (20 U.S.C. § 6312, 6318[a][2])

SB Unified includes a goal of improving family engagement in the Local Control Accountability Plan (LCAP). This goal includes actions, services, and expenditures addressing family engagement, including meaningful participation and opportunities to provide input on decisions. Actions and strategies are also included in the LCAP Federal Addendum.

- b) SB Unified involves parents and family members in the joint development of the local educational agency planning efforts and in the process of school review and improvement. (20 U.S.C. § 6318[a][2][A])

SB Unified annually surveys parents and family members to gather feedback about what is working and areas for improvement around the LCAP, the LCAP Federal Addendum, as well as school goals and actions. Stakeholder feedback is also gathered at school meetings, district and school Parent Advisory Committee meetings, School Site Council meetings, and through other means. The information gathered is used to revise the district's LCAP, the LCAP Federal Addendum, and the sites' School Plan for Student Achievement (SPSA).

- c) SB Unified provides coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the LEA in planning and

implementing effective parent and family involvement activities to improve student academic achievement and school performance. (20 U.S.C. § 6318[a][2][B])

SB Unified conducts stakeholder engagement meetings, focus groups and surveys parents and family members to gather feedback about what is working and areas of improvement around the LCAP, the LCAP Federal Addendum, as well as school goals and actions. Stakeholder feedback is also gathered at school meetings, district and school advisory committee meetings. The information gathered is used to revise the district's LCAP, the LCAP Federal Addendum, and the sites' Single Plan for Student Achievement (SPSA).

- d) SB Unified coordinates and integrates Title I, Part A parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs. (20 U.S.C. § 6318[a][2][C])

SB Unified coordinates and integrates Title I, Part A parent and family engagement strategies for programs, including some State Preschool, English Learners and Special Education, LCAP Stakeholder Engagement, District and School English Learner Advisory Council (D/ELAC), and Staff and Special Education Parent Advisory Committee (SSEPAC)

- e) SB Unified conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served under Title I, Part A. (20 U.S.C. § 6318[a][2][D])

SB Unified annually gathers input and feedback from stakeholders through the LCAP survey, discussion forums with student leadership classes at all sites, as well as site and district advisory committees to evaluate the effectiveness of the parent and family engagement policy. Each school site has a School Site Council that is also involved in the process of school review and improvement by collecting information on a variety of ways. There is an annual evaluation of the parent and family engagement policy.

The LEA identifies the following:

1. Barriers to greater participation by parents in activities authorized by this section (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). (20 U.S.C. § 6318[a][2][D][i])

SB Unified annually gathers input and feedback from stakeholders through the LCAP community forums, LCAP parent surveys, as well as site and district advisory committees to evaluate the effectiveness of the parent and family engagement policy. Barriers are identified through this process and actions put into place to address the

needs of families and ensuring information is provided in a language and format easily understood by families.

2. The needs of parents and family members so that they may assist with the learning of their children, including engaging with school personnel and teachers. (20 U.S.C. § 6318[a][2][D][ii])

Each school site provides their own parent nights that support families with strategies to engage with the school. Strategies include questions to ask during parent conferences, how to contact their child's teacher, how to support students to become college and career ready, and assistance with completing school forms. The LEA also provides workshops such as The Latino Family Literacy Project - a 7 week interactive program that prepares families of English Learners with language and literacy strategies. SB Unified has also posted on the district website tips and information about learning at home.

3. Strategies to support successful school and family interactions. (20 U.S.C. § 6318[a][2][D][iii])

With the support of SB Unified, each school develops a site parent and family engagement policy and school parent compact designed to meet the needs of their families. Schools host informal meetings with the principal, and other opportunities for families to engage with the staff. The compact describes how families and school staff share the responsibility for improving student achievement and how the school and families will collaborate to assist students achieve the state academic standards. SB Unified provides an orientation for all families of English Learners to help them better understand their roles and responsibilities as parents. Training is also given to all officers of an English Learner Advisory Committee (ELAC), giving each parent/officer the confidence to know more about how to support their school's English Learners. The most important aspect of family engagement is language access. SB Unified provides high quality interpretation services where simultaneous interpretation is used to maximize time for all parents during school-wide meetings.

- f) SB Unified uses the findings of such evaluation in subparagraph (e) to design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policy. (20 U.S.C. § 6318[a][2][E])

The results of the evaluation from the sites are used by SB Unified to design evidence-based strategies to improve family engagement, and revise the parent and family engagement policy, as needed.

- g) SBUSD involves parents in activities of schools served under Title I, Part A to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent and family engagement policy. (20 U.S.C. § 6318[a][2][F])

Every year, the district meets with the District English Learner Advisory as well as various LCAP Stakeholders to review results of the annual evaluation and input from stakeholders. This information is then used to develop, revise, and review the parent and family engagement policy.

1.2 The district policy on parent and family engagement for all schools (including Title I and non-Title I) in the LEA shall be consistent with the goals and purposes listed below. (*EC* §§ 11502, 11504, 11506)

- a) Engage parents positively in their children’s education by helping parents to develop skills to use at home that support their children’s academic efforts at school and their children’s development as responsible future members of our society. (*EC* § 11502[a])

SB Unified ensures that all schools develop site parent and family engagement plans to address the needs of parents at their school. Each school offers parent and family engagement activities to assist families with supporting learning at home. Information and resources are shared with families at parent information nights, Literacy classes, parent-teacher conferences, parent workshops, as well as on the website and materials sent home.

- b) Inform parents and family members that they can directly affect the success of their children’s learning, by providing parents with techniques and strategies that they may utilize to improve their children’s academic success and to assist their children in learning at home. (*EC* § 11502[b])

SB Unified provides Information and resources to parents on strategies to assist their children’s learning at home through parent meetings and family nights. Parent and family education are communicated through social media as well as posted on our district website

- c) Build consistent and effective communication between the home and the school so that parents may know when and how to assist their children in support of classroom learning activities. (*EC* § 11502[c])

SB Unified ensures that each school communicates to families on a regular basis in a language understood by all families to share information and resources on ways to support their students’ education. Information about the effectiveness of communication at each site is contained in the annual LCAP and ELAC surveys and used to improve services annually.

- d) Train teachers and administrators to communicate effectively with parents. (*EC* § 11502[d])

District leadership provides resources and information to teachers and administrators for effectively communicating with families.

- e) Integrate parent involvement programs into the school’s master plan for academic accountability. (EC § 11502[e])

SB Unified provides training and support for each site to develop a Single Plan for Student Achievement which include goals, actions, strategies and expenditures for family engagement in addition to goals to improve academic achievement and the learning environment

- 1.3 The LEA receiving more than \$500,000 in Title I, Part A funds reserves at least one percent of its allocation to carry out parent and family engagement activities. (20 U.S.C. § 6318[a][3][A])

SB Unified reserves at least one percent of the Title I, Part A allocation to support district-wide family engagement activities. Family engagement activities are included in the district’s LCAP and the LCAP Federal Addendum.

- 1.4 Parents and family members of children receiving Title I, Part A services are involved in the decisions regarding how funds reserved are allotted for parental involvement activities. (20 U.S.C. § 6318[a][3][B])

SB Unified ensures each school has a School Site Council and also designates a parent to serve on the District English Learner Advisory Committee (DELAC). The committees review input gathered from stakeholders about family engagement activities. This information is used to annually update the LCAP, including actions and services for family engagement.

- 1.5 Not less than 90 percent of the funds reserved are distributed to schools served with priority given to high-need schools. (20 U.S.C. § 6318[a][3][C])

SB Unified distributes 95 percent of the Title I, Part A reserved funds to schools based on a funding formula. Schools’ allocations are based on poverty level percentage.

- 1.6 Funds reserved by an LEA are used to carry out activities and strategies consistent with the LEA’s parent and family engagement policy, including not less than one of the following: (20 U.S.C. § 6318[a][3][D])

- a) Supporting schools and nonprofit organizations in providing professional development for LEA and school personnel regarding parent and family engagement strategies. (20 U.S.C. § 6318[a][3][D][i])
- b) Supporting programs that reach parents and family members at home, in the community, and at school. (20 U.S.C. § 6318[a][3][D][ii])

- c) Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members. (20 U.S.C. § 6318[a][3][D][iii])
- d) Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement. (20 U.S.C. § 6318[a][3][D][iv])
- e) Engaging in any other activities and strategies that the LEA determines are appropriate and consistent with the parent and family engagement policy. (20 U.S.C. § 6318[a][3][D][v])

SB Unified is addressing 1.6 (e) by using funds reserved by the district for family engagement activities that are used to support the activities and strategies addressed in this policy. Funds are also used to provide information regarding students' education and parent resources and events in both Spanish and English.

***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.*