



Clara Barton Elementary School

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Long Beach, CA 90807

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Parental Involvement Guidelines

As a school that receives Title I, Part A (Title I) funds, Clara Barton Elementary has developed jointly with, agree upon with, and distribute 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 Clara Barton Elementary 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 School Parental Involvement Guidelines.

PART I

Clara Barton Elementary 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 Home-School 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. Clara Barton Elementary will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Guidelines and its schoolwide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

- *Attendance at one of the four District trainings (one on Saturday) for School Site Council (SSC) parents and Teams. Topics included:*
 - *Responsibilities & Roles of SSC and its members*
 - *Composition of SSCs*
 - *Budgetary considerations*
 - *Single Plans for Student Achievement*
 - *Title I, NCLB requirements & mandates*

- *Plan Meetings with SSC & English Language Acquisition Committee (ELAC) parents (at a convenient time) to review Single Plan for Student Achievement and previous year's Guidelines*
 - *Invite other parents and stakeholders to attend the meeting*
 - *Newsletter*
 - *Back to school night*
 - *Invite other parents that would be interested in attending meetings*

- *At SSC & ELAC Meetings we will:*
 - *Review School Plan & previous year's Guidelines and Home School Compact. As a group, note changes and make adjustments (deletions or additions) as necessary*
 - *Re-write or update the Parent Involvement Guidelines & Home School Compacts*
 - *Oral and written translations available for Spanish and Khmer parents to allow for discussions*

2. Clara Barton Elementary will take the following actions to distribute to parents of participating children and the local community, the School Parental Involvement Guidelines:

- *SSC & ELAC*
- *School website*

3. Clara Barton Elementary will update periodically its School Parental Involvement Guidelines to meet the changing needs of parents and the school:

- *Public school choice notifications*
- *At SSC and ELAC meetings*
- *Parent information meetings*

4. Clara Barton Elementary will convene an Annual Meeting to inform parents of the following:

That their child's school participates in Title I,

About the requirements of Title I,

Of their rights to be involved in the School Site Council, ELAC, DELAC, DCAC, and CAAP.

- Meetings offered after school*
- Invitations/fliers sent home with each child in appropriate language*
- Title I Newsletter*
- Announcement made on school webpage*
- School Messenger*

5. Clara Barton Elementary will hold a number of meetings after school, provide child care, paid for with Title I funding as long as these services relate to parental involvement:

- Notifications via fliers/marquee- School newsletters, Businesses in Community*
- Meetings in the afternoon*
- Announcements/fliers sent home with each child in appropriate language*
- Incentives, refreshments, and child care*
- District Parent Resource Meeting*
- Title I Workshops: Common Core State Standards and SBAC Testing*

6. Clara Barton Elementary will provide timely information about Title I programs to parents of participating children in a timely manner:

- Section of Newsletter*
- At Annual Title I Meeting*
- On Main Office Counter*
- At SSC, ELAC and other Parent meetings (PAT & CAAP)*
- At Parent Teacher Conferences*
- At Back to School Night*
- School website*
- School Messenger*

7. Clara Barton Elementary 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:

- At various meetings, such as :*
 - *Parent Teacher Conferences*
 - *Back to School Night*
 - *Parent Workshops*
 - *School Newsletter*

- *CCSS Workshop*
- *SBAC Testing Workshop*

□ *School newsletters*

8. Clara Barton Elementary will provide parents of participating children, 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:

- *Parents' suggestions/topics from*
 - *Coffee with the Principal*
 - *School Site Council and ELAC*
 - *Parent surveys*
 - *Parent Meetings*

9. Clara Barton Elementary will submit to the district any parent comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents of participating children.

PART III SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Clara Barton 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:

- *Parent Education Workshops*
- *District Training for Parents*
- *Parent University*
- *School Site Council Meetings*
- *ELAC Meetings*
- *School Events*

2. **Clara Barton Elementary** will incorporate the school-home compact as a component of its School Parental Involvement Guidelines:

- *Develop, discuss and review at first SSC and ELAC meetings*
- *Distributed to parents*
 - *Tear-offs sent home with each student in appropriate language*
 - *Signed by parent at Parent Teacher Conferences*

3. Clara Barton 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, by undertaking the actions described in this paragraph --
- Common Core State Standards
 - SBAC Testing
 - the State and local academic assessments including alternate assessments,
 - the requirements of Title I,
 - how to monitor their child's progress, and
 - how to work with educators:
 - *Calendars*
 - *DCAC and ELAC meetings*
 - *Transitional workshops (Getting Ready for Middle School, High School & College) offered through the District Parent Resource Centers and LB Scholars or GEAR UP*
4. Clara Barton 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:
- Parent/Family Involvement
- *Workshop for Parents*
 - *Conferences for Parents*
 - *Parent Trainings for Parents from the District*
 - *Partnership in-services and meetings*
5. Clara Barton Elementary will, with the assistance of its district and parents, educate its teachers, pupil services personnel, principals 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:
- *Parent Involvement in School Site Council and ELAC*
 - *Partnership with parents*
 - *Positive Communication with Parents*
6. Clara Barton Elementary will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with the Child Development Center, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- *Promotion of District's Kindergarten Readiness*
 - *Resources from the District*
 - *Promoting Kindergarten Festival*
7. 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:

□ *Documents will be sent to the PALMS office for the translations of written materials/notifications that are sent to parents or school employee will translate documents.*

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PART V. ADOPTION

This School Parental Involvement Guidelines has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by School Site Council
These Guidelines were adopted by Clara Barton Elementary on 10/3/2023 and will be in effect for the period of one academic year. The school will distribute the Guidelines to all parents of participating Title I, Part A children on or before 10/31/2023. It will be made available to the local community on or before 10/31/2023. Clara Barton’s notification to parents of the Guidelines will be in an understandable and uniform format and, to the extent practicable, provide a copy of these Guidelines to parents in a language the parents can understand.

(Signature of Authorized Official)

(Date)