San José Unified School District

San Jose Unified School District
Title 1 School Level Family Engagement Policy
Rachel Carson Elementary

Preparing today's students to be the thinkers, leaders, and creators of tomorrow.
Uniting as one community, we elevate opportunities for all.

1. **Rachel Carson Elementary will take the following actions to involve families in the joint development and joint agreement of its Family Engagement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:**

Gather and disseminate to parents for review the following materials: the school's Family Engagement Policy, and the parent-teacher-student compact. These materials will be disseminated to families at Title I parent meetings, School Site Council and SELAC meetings, and Principal community meetings. Written and oral input from parents will be solicited through Title I parent meetings, School Site Council and SELAC meetings, school newsletters, school web site, and other regular communications with families.

2. **Rachel Carson Elementary will take the following actions to distribute to parents of participating students and the local community the Parent Involvement Policy:**

- The School Family Involvement Policy will be distributed to parents at Title I parent meetings.
- The policy will be posted on the school web site.
- The policy will be distributed through the school newsletter.
- Parents of new students will receive the policy upon registration if eligible for Title 1.

3. **Rachel Carson Elementary will periodically update its Family Engagement Policy to meet the changing needs of parents and the school through:**

- School Site Council and SELAC Meetings
- Monthly Principal's community meetings
- Annual Title I Meetings
- Parent-Community Workshops
- Family Liaison support and individual meetings

4. **Rachel Carson Elementary will convene an annual meeting to inform parents of the following:**

- That Rachel Carson Elementary participates in Title I
- The requirements of Title I
- Of their rights to be involved as outlined in Table B of Title I, Part A Parental Involvement Non-Regulatory Guidance (page 45), Section 1118; the school-parent compact, Appendix C, page 51 of the Title I, Part A Parental Involvement Non-Regulatory Guidance, the district wide parental involvement policy, and the school's Family Engagement Policy.
- Meetings will be held at various and convenient times to encourage parents to attend. Parents will be notified about meetings through school newsletters, the web page, and other regular communications with families.

5. **Rachel Carson Elementary will hold a consistent number of meetings at pre-scheduled times, and may provide child care, and/or home visits, paid**

with Title I funding as long as these services relate to parental involvement:

To encourage parents to attend these meetings, the school will offer training to parents to improve student success and achievement, and child care. In situations that prevent parents from coming to the school for meetings, school personnel may make home visits or arrange to meet the parents at a mutually convenient time off campus.

6. **Rachel Carson Elementary will provide parents of participating students with 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 through:**

- The annual Title I meeting
- School Site Council and SELAC meetings
- Monthly Principal community meetings
- Parent-teacher conferences
- School information nights (Back to School Night & Open House)

(a) If requested by parents, Rachel Carson Elementary will provide parents of participating students 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:
   i. Through prearranged meetings with the Title I Coordinator
   ii. Through meetings with the student's teacher which may include the Title I Coordinator, the principal, and other staff as appropriate

(b) Rachel Carson Elementary will submit to the San José Unified School District any parent comments if the school-wide plan under section (1114)(b)(2) is not satisfactory to parents of participating students:
   i. Parents may submit comments in writing regarding the school-wide plan to their student's teacher, the Title 1 Coordinator, the principal, or the appropriate department within San José Unified School District.

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RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. **Rachel Carson Elementary will build the school and parent's capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:**

    - Parent Trainings or Workshops
    - School information nights (Back to School Night & Open House)
    - Parent-teacher conferences
    - Parent access to the Parent-Student Portal, and other resources such as web sites, parent organizations, etc.
    - School and Community Events

2. **The school will incorporate the school-parent-student compact as a component of its School Parental Involvement Policy:**

    - The school-parent-student compact will be a part of the School Family Engagement Policy on the school's web page.
    - During parent-teacher conferences, the school-parent-student compact will be completed and signed by the teacher, the parent/guardian(s), and the student.
    - As needed, the school-parent-student compact will be included in the school newsletters along with the School Family Engagement Policy.

3. **The school will, with the assistance of the district, provide assistance to the parents of children served by the school in understanding topics such as the following:**

    - The State's academic common core standards.
    - The State's student academic achievement standards.
    - The State and local academic assessments including alternate assessments
    - The requirements of Title I
    - How to monitor their student's progress
    - How to work with educators

    Parents will receive training and necessary information on the topics above through: Parent workshops, monthly Principal community meetings, School-Parent-Student Compact, School Site Council and SELAC meetings, school newsletters, school web site, and other regular communications with families.

4. **As appropriate, the school will, with the assistance of the district, provide materials and training such as college and career readiness training and using technology to help parents work with their students to improve their student's academic achievement and to foster parental involvement by:**

    - Holding parent/community meetings and workshops, school information nights, and encouraging parental participation in their education of their students through consistent daily attendance and study skills.

5. **The school will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals, and other staff, in how to reach out, 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:**

    - Encouraging staff to attend parental involvement workshops, conferences, meetings, and events, web-based learning, and site and district staff development.

6. **The school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent/community programs, meetings, and other activities, is sent to the parents of participating students in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:**

    - Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent request is fulfilled.

Rachel Carson Elementary School's Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on September 8th, 2025.The School will distribute the policy to all parents and family members of participating Title I, Part A students annually on or before November 1st, 2025.

Principal Name: _____ Date: _____

Principal Signature: _____