Title I School Parent and Family Engagement Policy
Phillips Elementary

Phillips Elementary School has developed a written Title I School Parent and Family Engagement Policy with input from Title I parents. The School Site Council, which included parents of Title 1 students, parents of English Learners, teachers, school staff, other parents who were notified of the meeting and the school principal created a draft that was reviewed, revised and approved at the next parent meeting. This Parent Involvement Policy will be translated and distributed to parents through the school newsletter, and available in the school office and the Family Resource Center. This policy describes the means for carrying out the following Title I parental involvement requirements.
[Title I Parental Involvement, 20 USC 6318(a)-(f)]

Involvement of Parents in the Title I Program

Phillips Elementary School does the following:

1. Convenes an annual meeting to inform parents of Title I students of Title I requirements and their rights to be involved in the Title I program.
   - This meeting is held prior to our Meet the Teacher event. Parents are notified through email or ParentSquare.
2. Offers a flexible number of meetings.
3. Involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the school Title I parental involvement policy.**
   - Parents are asked to help build agendas based on their interests.
   - School staff provides ongoing information about Title 1 programs and assessments of progress
   - The school Title 1 parent involvement policy is reviewed annually at the first meeting for any revisions.
4. Provides parents of Title I students with timely information about Title I programs.
   - Programs funded through Title 1 are explained at the annual meeting including placement decisions and entrance/exit criteria
   - At each Title 1 meeting, progress monitoring is reviewed.
5. Provides parents of Title I students with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet.
   - Meetings include an agenda item addressing curriculum, assessments and proficiency levels including ELPAC proficiency for redesignation
   - Information is provided at Back to School Night and at student/parent conferences
6. Provides parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children
   - Parents will be given opportunities at regular meetings to review and refine programs to better meet the needs of their children.

School-Parent Compact

Phillips Elementary School has jointly developed with and distributed to parents of Title I students a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California content standards. The school-parent compact describes:

- The school's responsibility is to provide high-quality curriculum and instruction.
- The parents' responsibility to support their children's learning.
- The importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program.

A subcommittee of parents met with school staff to draft a student-parent compact. All parents receive a copy of the compact at the beginning of the school year.

Building Capacity for Involvement

Phillips Elementary School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, we:

- Assist Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.
    - *Phillips Elementary School holds meetings each year that focus on content standards, assessments and training for parents on how to monitor and improve student achievement. Additional topics are generated by parents for future meetings via meeting evaluation forms at the conclusion of every workshop/meeting*

- Provide materials and training to help Title I parents work with their children to improve their children's achievement.
  Parents participate in classes provided through Parent University. Materials include take home books, educational games and resources for setting up a homework station (ruler, pencils, eraser, etc.)

- Educate staff, with the assistance of Title I parents, in the value of parent contributions and how to work with parents as equal partners.

    - *Staff receive training on working with Title 1 parents prior to parent conferences and throughout the year.*
- Coordinate and integrate the parental involvement program with other programs and conduct other activities that encourage and support parents in more fully participating in the education of their children.
    - *Our Family Resource Center is open daily from 8:00 am – 4:00 pm during the school year, summer and winter breaks. Grant funded staff coordinate our Parent Volunteer program. Training for parents on involvement with school governance and budget, how to read with your children, information about college and understanding test results are provided at regular meetings.*

- Distribute to Title I parents information related to school and parent programs, meetings, and other activities in a form and language that the parents understand.
  All materials are translated into Spanish. Interpreters are provided for meetings.

- Provide support for parental involvement activities requested by Title I parents.
  Our Parent Engagement Coordinator works as a liaison to ensure that Title 1 parents receive support through regular meetings, phone calls and communication.

Accessibility

Phillips Elementary School provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand.

- *Home/school communication is translated*
- *Translators are provided at meetings*
- *Family Resource Center provides classes, books and training materials for all parents*
- *Family Resource Staff and school administration meet with migrant parents to explain supplemental support and community resources available*
- *Parents with disabilities are accommodated with written information and small group or one-on-one meetings; all meetings are held in handicapped accessible locations.*
- *All parents participate in conferences*