



# MERRILL F. WEST HIGH SCHOOL

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Principal *Mr. Gary Henderson*

Assistant Principals *Mrs. Audra Munoz • Mrs. Bond Cashmere • Mr. Mauricio Martin*  
Counselors *• Ms. Butler • Ms. Jackson • Mr. Speer • Ms. Sharma • Ms. Simas*

## West High School Title I, Part A

### School Parent/guardian and Family Engagement Policy

West High School has jointly developed with, mutually agreed upon with, and distributed to parent/guardians and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c).

We believe that a partnership must exist between our parent/guardians and our school. We promote positive communication between the school and our students' homes. The school provides a variety of opportunities for parent/guardians to be involved in activities supporting our school. We believe teachers have a responsibility to provide the needed framework for parent/guardians to nurture their child's formal instruction at home. We will provide materials that can successfully be used at home to reinforce the academic success for children.

It is our goal to provide an atmosphere where parent/guardians can express their views and to assist in problem-solving. We want parent/guardians to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates. The following is a list of services and activities to promote parent involvement and provide additional support for student learning:

1. School staff will use a variety of communication strategies to provide additional information to parent/guardians and to increase parent involvement in supporting classroom instructions.
  - The school will utilize our website (<https://westhigh.tracy.k12.ca.us/>) that will keep parent/guardians up to date on all school events and activities. Also, parent/guardians can access their child's grades using the AERIES Parent/guardian Portal. Parent/guardians may use e-mail to communicate with members of the school staff.
  - Teachers will routinely contact parent/guardians on an individual basis to communicate about their child's progress.
  - The school will provide parent/guardians with access to report cards every quarter via Aeries.
  - The school will use the school Web site and site council meetings to communicate the School Wide Title I Plan (School Plan) and how to get a copy upon request.
  - The school will use Parent/guardian Square and Outlook calendaring to communicate all important information regarding school events.





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2. The school will hold parent/guardian meetings, conferences, and activities regularly throughout the year to increase parent involvement and build staff capacity to engage in these types of efforts.

- These meetings will include parent/guardian-training sessions to help parent/guardians understand how to enhance their child's education (Cafecito. PIQE).
- Outside speakers will provide parent/guardians with more information concerning ways to make their child's academic and social life more successful.
- The school will hold an orientation for parent/guardians to inform them about the school's participation in the Title I programs and to encourage parent/guardians to be involved with reviewing and revising of the School's Title I Plan (i.e. ELAC, SSC, etc.).
- Teachers will hold conferences individually with parent/guardian/guardians of children. Parent/guardians will be given a summary of the student's progress, an explanation of the intervention strategies teachers are using to assist the student in reaching achievement goals (parent/guardian conferences). Parent/guardians will be asked to engage in discussion of how they can support these efforts. Parent/guardians will also be given suggestions for coordinating school-parent/guardian efforts and explanations of homework and grading procedures.
- The school will engage parent/guardians in many types of roles and activities to increase their involvement and support for student learning.

3. The school will work with parent/guardians to create a School-Parent/guardian-Student Compact.

- School staff, parent/guardians, and students have a school-parent/guardian-student compact. This compact will outline how parent/guardians, school staff, and students share the responsibility for improved student academic achievement and how the school and parent/guardians will build and develop a partnership to help students achieve the state's high academic standards. All stakeholders will sign the compact.





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4. The school will provide an opportunity for parent/guardians to engage in decision-making processes in regarding the school's Title I, Part A program.
  - The school will ask parent/guardians to serve on curricular and instructional review committees.
  - The school will engage parent/guardians in decisions about the allocation of its Title I, Part A funds for parent involvement during School Site Council meetings.
  - The school will offer parent/guardian/community forum opportunities for parent/guardians and the community to voice their opinions and concerns.
  
5. The school will engage parent/guardians in an evaluation of parent involvement efforts.
  - The school will engage parent/guardians in the annual evaluation of the Title I, Part A program's parent involvement efforts through an annual evaluation using a survey filled out by teachers, parent/guardians, and school staff. The Title I Committee, made up of teachers, parent/guardians, and school staff, will determine the effectiveness of the parent involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in numbers of parent/guardians participating in workshops and meetings; (2) specific needs of parent/guardians; (3) effectiveness of specific strategies; and (4) engagement of parent/guardians in activities to support student academic growth.
  
6. When are the policies reviewed?
  - The parent/guardian Involvement policies are reviewed annually (in November) at the beginning of the school year and end of the school year (May) with School Site Council and ELAC committee.





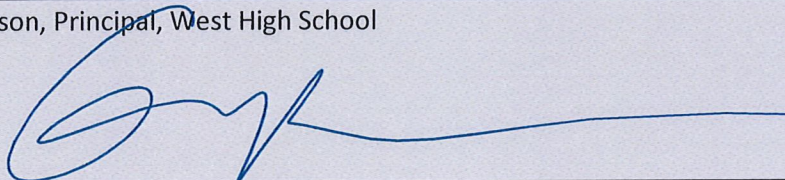
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West High School’s Title I, Part A School Parent/guardian and Family Engagement Policy was developed jointly and agreed on with parent/guardians and family members of students participating in Title I, Part A programs on October 2, 2025. This policy will be reviewed annually by parent/guardians and staff. The school will distribute the policy to all parent/guardians and family members of participating Title I, Part A students annually on or before November 20, 2025. This Policy will also be posted on the school’s website.

### Signature Page

Gary Henderson, Principal, West High School  
  
9/4/2025

Name and Title of Authorized Official

*Tara Hackney Chair* *9/4/2025*

Signature of Authorized Official



California Department of Education

