

## Lemonwood School Title I School-Level Parent and Family Engagement Policy

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October 2025

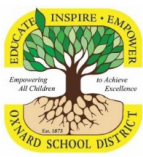
2.0 With approval from the local governing board, **Lemonwood School** has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. The policy is created and approved annually with input and feedback from the School Site Council (SSC) and English Learner Advisory Committee (ELAC). The school has distributed the policy to parents and family members of children served under Title I, Part A. Our plan is distributed through paper copies sent in the beginning of the school year packet sent to families, and our website. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

#### 2.1 Involvement of Parents in the Title I Program

The policy describes the means for carrying out Title I parent and family engagement requirements. (20 U.S.C. § 6318[b][1])

To involve parents and family members in the Title I program at **Lemonwood School**, the following practices have been established:

- The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1]). This portion is done at Back-to-School Night.
  - Parents will be informed of their school's participation in the Title I program.
  - Requirements of Title I are explained.
  - Rights of parents to be involved are explained.
  - Election of parents to advisory committees occurs, as needed.
- The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 U.S.C. § 6318[c][2])
  - Title I funds are utilized to provide parent education opportunities for parents and provide translation to encourage parents to participate in the school.



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- The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3]) Parent Needs assessment survey helps [Lemonwood School](#) to collect data on family needs.
  - [Lemonwood School](#) holds regular Title 1 meetings during the school year, such as Back to School Night, Open House, and Coffee with the Principal meetings.
  - Title funds and activities are reviewed at School Site Council meetings throughout the school year and adjustments are made based upon available data/information regarding effectiveness of activities.
  - Regular/ongoing messages with parents regarding opportunities for students to participate in activities which support student achievement.
  - Parent training, parent education, SSC, ELAC, Coffee with the Principal, Coffee with Counselor and Outreach Specialist, PTA etc. are regularly offered and Title funds will be utilized to provide training, materials, refreshments, etc. for parent trainings/meetings (for in-person meetings/trainings).
  - The Parent Involvement Policy is developed and reviewed with input from ELAC and SSC and approved by SSC. The school provides parents of participating children with the following:
    1. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])  
**Lemonwood commits to holding an annual Title 1 meeting, in addition to sharing information and obtaining input from families at our SSC, ELAC, and Coffee with the Principal Meetings. Timely information is shared through Parent Square, the weekly newsletter, the marquee, flyers, and parent teacher conferences.**
    2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards. (20 U.S.C. § 6318[c][4][B])  
**Lemonwood commits to sharing information and obtaining input from families at our SSC, ELAC, and Coffee with the Principal Meetings. Furthermore, Lemonwood holds PBIS meetings which are open to our community to support us in supporting our students through positive behavior interventions. Additionally, Lemonwood holds parent teacher conferences, posts the School Accountability Report Card making it accessible, has an updated website utilized to share information, and supports parents in accessing and utilizing Parent Connect for updated in the moment information on student progress and grades. Lastly, teachers**



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**use assessments to monitor school goals and as a district, OSD uses STAR 360 and IXL to evaluate proficiency.**

3. 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. (20 U.S.C. § 6318[c][4][C])

**Lemonwood commits to having open and frequent communication with families, including holding parent conferences, addressing concerns, and holding events that our entire community can be part of (i.e. musical performances, partnerships with local high schools and colleges, Trunk or Treat, etc.), as well as ensuring our students have the opportunity to be in events within our community (i.e. sporting events, parades, showcases, community runs, etc.)**

- If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency. (20 U.S.C. § 6318[c][5])

**Lemonwood commits to keeping the SPSA a transparent and living document which will be available to be viewed and discussed at all SSC, ELAC, and Coffee with the Principal meetings. We want to ensure at Lemonwood that we continue to grow and modify our programs and goals to always grow and change as needed for our students and our community. Parents may request meetings both formally or informally to connect with school site personnel; on how to best support and work together for their children.**

### 2.2 Building Capacity for Involvement (Parent and Family Engagement Policy Continued)

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds establishes the practices listed below. (20 U.S.C. § 6318[e])

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])  
**Lemonwood, along with the entire Oxnard School District, commit to having a working partnership with our entire community, including having parent workshops and trainings to provide support to our parents in supporting their students. These will be done at both a site level and a district level on a**



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**regular basis and fluctuate in frequency and topic based on the need of our families. Lemonwood commits to providing assistance in understanding academic content and achievement standards in addition to how to monitor achievement and progress via parent meetings, workshops, and support as requested and as the need is seen. Parent teacher conferences are held to communicate with parents. At Lemonwood parent meetings (SSC, ELAC, Coffee with the Principal, etc.) state standards and test results and expectations will be discussed and shared. Lemonwood commits to posting all information in both English and Spanish for our families to access and also to encourage them to join in on school wide activities such as awards ceremonies, growth parades, family engagement evenings, and more. Additionally, Lemonwood strives to ensure families are equipped with understanding and tools to support students in reclassification of their English Learner students in addition to providing Social Emotional tools for families to utilize at home.**

- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 U.S.C. § 6318[e][2]) **Lemonwood, along with the entire Oxnard School District, commit to having a working partnership with our entire community, including having parent workshops and trainings to provide support to our parents in supporting their students. These will be done at both a site level and a district level on a regular basis and fluctuate in frequency and topic based on the need of our families. Lemonwood has parent meetings and discussions on the state test scores and the standards, sharing at SSC, ELAC, and Coffee with the Principal. Additionally, Lemonwood holds meetings online and in person to best support families and accommodate to the needs and times their family needs. Lemonwood holds parent trainings on technology access for student progress monitoring, how to read and understand student progress monitoring such as a report card, and information on reclassifying students.**
- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3]) **Lemonwood commits to having an open door policy with it's families, we encourage parent participation and involvement in all aspects of school. We want parents to know that we are equal partners in their child's success and schooling and their involvement is encouraged. Furthermore, we communicate with parents by all means available, electronic, paper, telephone, in person, etc... We want to ensure that we are really giving**



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**parents every opportunity to be informed and involved. Lemonwood keeps the website updated, utilizes Parent Square with a great success rate, and sends home paper flyers on all information as well. Lemonwood commits to sending things in both English and Spanish for all families.**

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])  
**Lemonwood, along with the entire Oxnard School District, commit to having a working partnership with our entire community, including having parent workshops and trainings to provide support to our parents in supporting their students. These will be done at both a site level and a district level on a regular basis and fluctuate in frequency and topic based on the need of our families. Lemonwood has parent meetings and discussions on the state test scores and the standards, sharing at SSC, ELAC, and Coffee with the Principal. Lemonwood coordinates with parents and families to ensure that Lemonwood is represented at all district committees, including both the District English Language Advisory Committee and Parent Advisory Committee.**
- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])  
**Lemonwood communicates with parents by all means available, electronic, paper, telephone, in person, etc... We want to ensure that we are giving parents every opportunity to be informed and involved. Furthermore, we ensure that we honor, value, and communicate in every language spoken in our school and among our community members. School communications are done in video, print, pictures, via Parent Square, the website, and on paper all in both English and Spanish. Translation is also offered and readily available at all parent meetings including but not limited to SSC, ELAC, Coffee with the Principal, etc. Furthermore, Lemonwood utilizes OSDs Mixteco translators to ensure we reach our Mixteco families as well.**
- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])  
**Lemonwood, along with the entire Oxnard School District, commit to having a working partnership with our entire community and providing ample opportunity for parents to be involved in the school community through various means such as representation on meetings, being valued stakeholders and decision makers, volunteering for events, bringing ideas to**



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**the table and having them honored, supporting in classrooms, and supporting with extracurricular activities. Lemonwood offers translation for all families in the moment as needed along with encouraging family participation in all meetings, workshop, and decision making spaces at Lemonwood. Lemonwood sends communication out via video, the website, Parent Square, and flyers in both English and Spanish.**

### 2.3 Accessibility

**Lemonwood School** to the extent practicable, provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

**Lemonwood communicates with parents by all means available, electronic, paper, telephone, in person, etc... We want to ensure that we are giving parents every opportunity to be informed and involved. Furthermore, we ensure that we honor, value, and communicate in every language spoken in our school and among our community members. Furthermore translation is also offered and readily available at all parent meetings including but not limited to SSC, ELAC, Coffee with the Principal, etc. Lemonwood also utilizes OSDs Mixteco translators to ensure we reach our Mixteco families as well.**

### 2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the requirements listed below. (20 U.S.C. § 6318[d])

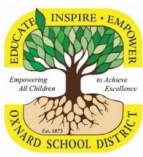
- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])



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Lemonwood School will provide opportunities for students to receive interventions during the school day and afterschool, furthermore Lemonwood School will solicit and encourage parent participation in volunteering in the classroom as well as participating in decision making meetings which will affect the school community at large as well as their own child's education. Lemonwood takes on the role an responsibility of providing parents with information about intervention and enrichment opportunities, ensuring staff is available to work directly with parents to support students, and providing parent training on how to best support their students. Furthermore, Lemonwood ensures ongoing regular communication with parents regarding their student's progress, including progress reports, parent conferences, and implementation of parent monitoring tools such as Parent Connect. Lemonwood is committed to creating a positive school climate through our PBIS Committee, Safe and Civil Schools, and ensuring we treat everyone on campus with dignity and respect.

- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the requirements listed below. (20 U.S.C. § 6318[d][2])
1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])  
**Lemonwood School will ensure the compact is shared, explained, and recommitted to at the beginning of each school year to ensure families are aware of how they can best support and be involved as well as how students and teachers can best support and be involved. Parent teacher conferences are scheduled in the fall and as needed throughout the year to support families.**
  2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])  
**Lemonwood School will provide progress reports and report cards, as well as updates throughout the school year on their children's progress so that parents can be an active participant in ensuring students are making substantial growth and success in their overall academics. Parent teacher conferences are scheduled in the fall and as needed throughout the year to support families. Additionally, parents can receive live updated information on students via Parent Connect.**



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3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

**Lemonwood commits to having an open door policy with it's families, we encourage parent participation and involvement in all aspects of school. We want parents to know that we are equal partners in their child's success and schooling and their involvement in encouraged.**

**Lemonwood uses the school website, Parent Square, and flyers to communicate with families in addition to keeping an updated marquee at all times. Furthermore, Lemonwood welcomes parent observations and volunteers in the classroom and invites parents to call to set up times to do so.**

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

**Lemonwood commits to communicating with parents by all means available, electronic, paper, telephone, in person, etc... We want to ensure that we are giving parents every opportunity to be informed and involved. Furthermore, we also ensure to provide parents the opportunity to create an open line of communication with us by providing them the training and resources to be able to do so. Lemonwood utilizes the school website, Parent Square, and flyers to communicate with families in addition to keeping an updated marquee at the front of the school.**

*\*It may be helpful to include the parent and family engagement policy review in the annual review of the Single Plan for Student Achievement.*

*\*\*The policy must be updated periodically to meet the changing needs of parents, family members, and the school. If the school has a process for involving parents and family members in planning and designing its programs, the school may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*