



Parent and Family Engagement Policy 2026-2027

Title I, Part A School-Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c).

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How is the policy made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

To involve parents in the Title I, Part A programs, the following practices have been established:

Zela Davis' parents have a multitude of opportunities to be involved in the development of the Parent and Family Engagement Policy. At the beginning of each school year, we hold a Title 1 Parent Meeting and elicit input from the parents on how we can best meet their needs and the needs of their children. Throughout the year, SSC and ELAC meetings are held and are open to all parents. At these meetings, we receive input from parents on a variety of issues, including parent and family engagement. All parent workshops conclude with an evaluation, which is reviewed by the presenters and administration.

The Zela Davis Parent and Family Engagement Policy is distributed at the annual Title I meeting and is always available in the school office and the parent center.

Results from our Parent Needs Surveys are compiled and used to determine parent workshop topics. Data from these surveys is shared at the annual Title 1 meeting and with SSC and ELAC. We also look at attendance sheets from the various meetings to help determine the best time and dates for parent meetings.

SSC and ELAC meet annually to review and amend the Zela Davis Parent and Family Engagement Policy.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]).

The annual Title 1 meeting is held in the Fall of the current school year. Parents receive a printed invitation as well as an automated phone message.

The following topics are covered at the Title 1 Meeting:

- What does it mean to be a Title 1 school?
- What is the 1% set aside for parental involvement?
- What is the LEA Title 1 Plan?
- What is the LEA Parent Involvement Plan?
- What is the Single Plan for Student Achievement (SPSP)?
- What is the Home-School Compact?
- How do I request the qualifications of my child's teacher?
- How will I be notified if my child is taught by a teacher who is not highly qualified?
- How is the Annual Evaluation of the Parental Involvement Plan conducted?
- How can I be involved in all these things I'm learning about?

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]). When are meetings held, and how is information provided to all parents?

Dates and times of meetings are determined by reviewing sign-in sheets from meetings in previous years. Parents who are unable to attend a meeting can contact the school office and schedule an appointment with the presenter. The PowerPoint and pertinent materials are available in the Parent Center and on the school website

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]). How does the school involve parents?

SSC members are actively involved in the planning, reviewing, and improvement of the Title 1 program through monthly SSC meetings. Progress toward school goals is reviewed at all meetings, as well as topics such as Safe School Plan, Home-School Compact, Parent Involvement Survey, Nutrition, School Dashboard, etc.

ELAC meetings are held throughout the year, and an ELAC representative attends the SSC meetings to give input to the council.

All parents are invited to attend SSC meetings or speak with the parent representatives to provide input about the Title 1 program and/or the School Parent and Family Engagement Policy. Input is also gathered at parent

workshops, SST meetings, meetings with the administrators, and parent/teacher conferences. The policy is also available on the school website, in the office, and in the parent center.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c](4)[A]). How does the school provide the information?

Parents are provided information about Title 1 services at the Title 1 meeting held in the Fall and at subsequent parent meetings, SST meetings, meetings with administration, and parent/teacher conferences.

The evaluation of the Title 1 Program is reviewed at the May SSC meeting and once approved, is posted on the school website and placed in the office, and the Family Resource Center.

The school provides parents of Title I, Part A students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet (ESSA Section 1116[c](4)[B]). How does the school provide the information?

Parents are informed about the core curriculum and academic assessments, along with expected proficiency levels, at the Title 1 meeting, Back to School Night, parent/teacher conferences, SST meetings, SSC, ELAC, and various parent workshops. The administrators, coaches, and special project teachers receive extensive training at the District Office to relay this information to parents and other staff members.

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c](4)[C]). How does the school provide the opportunities?

Parents have the opportunity to attend meetings on a variety of topics. These meetings are held during the school week, and the majority of meetings are at 5:00 PM due to the popularity of this hour. Parent suggestions are captured on parent evaluations and the Parent Involvement Surveys.

Parents can participate in decisions relating to the education of their children by attending parent workshops, SSC, and/or ELAC meetings, and parent/teacher conferences.

Topics for parent meetings are determined by responses to the Parent Involvement Survey. Parents can always request a meeting with the administration to request additional topics. This message is conveyed at all meetings held throughout the year.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact supports a partnership among staff, parents, and the community to improve student academic achievement. (ESSA Section 1116[d]). To help reach these goals, the school has established the following practices:

The Zela Davis Home-School Compact is created with parent input during ELAC and SSC meetings. The Home-School Compact is shared at the Title 1 meeting and discussed, and sent home at Back-To-School Night or 1st Trimester Parent/Teacher conferences.

**Zela Davis Elementary School
Home/School Compact**

We believe that all teachers have the right to teach and all students have the right to learn.

Staff Responsibilities

As a Zela Davis staff member, I will be responsible for the following:

1. Promote learning by focusing on teaching the Common Core Standards and developing well-prepared lessons.
2. Reflect a personal enthusiasm for learning.
3. Assist students with getting along with peers and making appropriate choices.
4. Assist with the development and enforcement of the school and classroom rules.
5. Communicate with students and parents regarding academic and behavioral outcomes.
6. Differentiate instruction and use the best teaching practices to teach all students.
7. Follow all campus and district rules, regulations, and procedures.

Staff Signature _____

Student Responsibilities

As a student, I will be responsible for the following:

1. Come to school to learn.
2. Cooperate with all adults working at the school by following school and classroom rules.
3. Follow the school-wide expectations.
4. Attend class on time.
5. Complete assigned work.
6. Respect all school property.
7. Bring home all progress reports, conference notices, and newsletters, and give them to my parents.
8. Wear my school uniform every day.

Student Signature _____

Parent Responsibilities

As a parent, I will be responsible for the following:

1. Instill in my child a desire to learn and do his/her best.

2. Help my child develop acceptable behavior by supporting the class rules and school-wide expectations.
3. Model respect for school staff and administration in front of children and other adults. Communicate with the school regularly and in a positive manner.
4. Attend all Parent/Teacher conferences and read all progress reports and newsletters.
5. Be sure my child is present and on time daily. Write notes for all absences on the day my child returns to school. Update the office with new telephone numbers and addresses.
6. Make certain that my child has completed his/her homework by the due date.
7. Ensure that my child is in good health, is properly nourished, and has enough rest daily.
8. Pick up my child from school on time. Determine and arrange safe transportation for my child before the beginning of the school day.
9. Be financially responsible for any school-provided technology, books, and school supplies that are damaged or lost.
10. I will send my child to school in uniform each day.
11. Be sure my child is present at school, arrives on time, and stays all day.

Parent/Guardian Signature _____

Ongoing communication between parents and teachers is essential to student success.

The school provides Title I, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]).

Zela Davis School provides a multitude of meetings to explain content, achievement standards, and local assessments to parents. These topics are also reviewed at Back-To-School Night and Parent/Teacher conferences at the end of the first and second trimesters. Title 1 requirements are shared at the annual Title 1 meeting. The Administrators, Dean, Coaches, counselors, Special Project teachers, and classroom teachers are all available to help parents monitor their child's progress. Parents can receive assistance to help their children by attending parent workshops, Parent/Teacher conferences, SST meetings, and by setting up individual appointments with specific staff members. All teachers receive training at professional development and site meetings held twice a month.

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

Parent Workshops are provided on many school-related topics, including math, English Language Arts, positive discipline, transition to school, nutrition, and technology. Handouts are provided at these meetings and subsequently placed in the parent center. Notices announcing these meetings are sent home with the students, and a phone message is also sent before the event. All trainings offered are designed to help students succeed both academically and socially, which are the desired outcomes of our school goals.

With the assistance of Title I, Part A parents, the school educates staff members on the value of parent contributions and how to work with parents as equal partners (ESSA Section 1116[e][3]).

It is a goal of Zela Davis School to have a true partnership with parents, and communication with parents is a large part of this partnership. Teachers are encouraged to contact parents and keep them informed of progress made by their children. The Home-School Compact, which was written with parent and staff input, addresses the area of communication. Staff members have attended professional development seminars in the area of communication and involving the parents in the education of their children.

The school coordinates and integrates the Title I, Part A parental involvement program with other 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 (ESSA Section 1116[e][4]).

The parent resource center (PEP Room) is located on the west side of campus. This room is used for various meetings. This center is welcoming for both parents and their children who are not yet school-age. In the parent center, parents have access to computers, books, and materials.

The school distributes Information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

The school provides opportunities for the participation of all Title I, Part A parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand (ESSA Section 1116[f]).

All correspondence is done in English and Spanish. The EL Special Projects teacher, secretaries, and other bilingual staff members provide the written translation. Bilingual staff members utilize the "Talk System" to provide Spanish translation through the use of headphones. Teachers can request a translator to be at a meeting for communication, and they can send documents to the EL Special Projects teacher or the secretaries for written translations.

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]).

The school budget has money set aside for materials, childcare, food, and translator costs, which all support parental involvement activities.

This policy was adopted by the Zela Davis School on June 12, 2026, and will be in effect for the following school year, **July 1, 2026, to June 30, 2027**

The school will distribute the policy to all parents of students participating in the Title I, Part A program on or before **September 30, 2026.**

Migneline Lopez
Signature of Authorized Official

6/12/2026
Date

California Department of Education
July 2018