

CESAR CHAVEZ HIGH SCHOOL

TITLE I PARENT AND FAMILY ENGAGEMENT POLICY

Cesar Chavez High School has jointly developed with and distributed to parents of participating students the following written Title I parent involvement policy. The policy has been agreed on by parents of Title I students and describes the means for carrying out the following Title I parent and family engagement requirements: *20 USC 6318[b][1]*

INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM

Cesar Chavez High School carries out the following legal requirements in the manner described below:

1. Convene an annual meeting to inform parents of participating students of the requirements of Title I and their rights to be involved:

At our Title I meeting we discuss:

- *Title I Program Overview and Goals*
- *Parent Rights under Title I*
- *Parent Involvement (School Site Council)*
- *School Achievement Data*
- *School Plan for Student Achievement/Title I Budget Expenditures*
- *Title I Parent and Family Engagement Policy and Compact*
- *Uniform Complaint Procedures*

2. Offer a flexible number of meetings:

Cesar Chavez High School offers parent meetings throughout the school year. The meetings are organized and led by parent volunteers who represent all ethnic, social economic backgrounds and languages of the student population. Prior to each meeting an automated phone message is sent out to parents in both English and Spanish.

- *Back to School and Open House Nights*
- *Title I Annual Parent Meeting*
- *School Site Council (SSC)*
- *English Learner Advisory Committee (ELAC) Parent Meetings*
- *Booster Clubs*
- *Mentor Advisory Meetings*

3. Involve parents of participating students in an organized, ongoing, and timely way in the planning, review, and improvement of its Title I programs and Title I parental involvement policy*.

- *The Annual School-Wide Title I Parent meeting in which parents are introduced to the parental involvement policy*
- *During parent meetings, parents and community members review the parent and family engagement policy and compact and input is given to SSC for revisions.*
- *The ELAC parents also review the parent involvement policy during one of their scheduled meetings.*

4. Provides parents of participating students with timely information about Title I programs.
Parents receive information about:
 - *Guaranteed counseling services: A-G requirements, Career and College preparation, Scholarships and Financial Aid*
 - *After school program: Tutorial and Study Hall*
 - *Support Services on Campus: Counseling, Health Center, Outreach Consultant, Migrant Ed., and Community Health Center*
 - *Academic Programs such as AVID, Music and Performing Arts Magnet, and other CTE and elective pathways*
 - *Academic Program support for students who are at risk of failing in core subjects*

5. Provide parents of participating students with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet.
Parents receive an explanation of the curriculum, academic assessments and proficiency levels during:
 - *Summer Round Up/Orientation*
 - *Back to School Night*
 - *8th Grade Pre-Registration*
 - *School Site Council Meetings*
 - *ELAC and Title I parent meetings*
 - *Individual Counseling Meetings*
 - *Teacher-Parent Conferences*
 - *Administration-Parent Conferences*

6. Provide parents of participating students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.
 - *Conferences with parents are scheduled at the end of each semester*
 - *Teachers are available within 24 hours of parent request (during prep period and after school)*
 - *Classroom visits are available within 24 hours of parent request*
 - *Counselors and Outreach Consultant are available daily*
 - *Individual Educational Plan (IEP) for qualifying students*
 - *504 plans for qualifying students*
 - *Student Study Team (SST)*
 - *Weekly progress reports*
 - *Daily Attendance check*

7. If the School Plan for Student Achievement is not satisfactory to parents of Title I students, parents may submit comments on the Plan.
 - *SSC*
 - *ELAC*
 - *SSTs*
 - *Monthly Parent Meetings*
 - *Mentor Advisory Meetings*

**If a school has a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children. [Title I Parental Involvement, 20 USC 6318(a)-(f)]*

SHARED RESPONSIBILITIES: SCHOOL-PARENT COMPACT

Cesar Chavez High School has jointly developed with and distributed to parents of participating students 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 students reach proficiency on the California content standards. The compact describes the following items in addition to items added by parents of Title I students. (A copy of the compact is attached to this policy.)

- 1. The school's responsibility to provide high-quality curriculum and instruction.*
- 2. The parent's responsibility to support their children's learning.*
- 3. The importance of ongoing communication between parents and teachers through, at a minimum, annual conference, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program.*

BUILDING CAPACITY FOR INVOLVEMENT

Cesar Chavez High School engages parents of participating students 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, the school does the following:

- Assists parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of students.
 - Counselors schedule student parent conferences to review the students Individualized Grade Plan (IGP)*
 - School website*
 - Parents receive written reports from the district regarding state assessment results*
 - Teacher-Parent conferences*
 - Counselor-Parent conferences*
 - Administration-Parent conferences*
- Provides materials and training to help parents work with their children to improve their children's achievement.
 - Parent-Student Handbook available on the school website*
 - Back to School/Open House Nights*
 - Monthly parent meetings*
 - Teacher-Parent conferences*
 - Counselor-Parent conferences*
 - Administration-Parent conferences*
- Educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.

- *Review with staff the results of Parent Surveys*
4. Coordinates and integrates parental involvement with other programs and conduct activities that encourage and support parents in more fully participating in the education of their children.
 - *District programs/groups Parent Advisory Committee (PAC) and District English Learner Parent Advisory Committee (DELPAC)*
 - *District Specialty Schools and Programs Fairs, Health Fairs and Support Services*
 - *Community Base Organizations*
 - *Migrant Education*
 - *Internship Partners*
 5. Distributes information related to school and parent programs, meetings, and other activities in a form and language that the parents understand.
 - *School to home communication is sent in the two predominant languages (English and Spanish) and whenever possible in other languages as the need arises*
 - *Automated phone messages*
 - *School Website*
 6. Provides support for parental involvement activities requested by parents.
 - *Parents are always encouraged at all meetings (SSC, ELAC, Title I, parent meetings, etc.) to inform the school as to their interest on services or information about any given topic.*

ACCESSIBILITY

Cesar Chavez High School, to the extent practicable, provides full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports in a format and, to the extent practicable, in a language parents that participating students understand.

- *School to home communication is sent in the two predominant languages (English and Spanish) and whenever possible in other languages as the need arises*
- *Automated phone messages*
- *School Website*
- *Outreach Consultant assists with translation services for IEP's and facilitates SSTs. Provides services for students with disabilities, economically disadvantaged, and homeless.*
- *Parents of migratory students receive information and support from the Language Development Office.*
- *All buildings, walkways, PE areas, and parking lots are handicap accessible*