

HAMILTON SCHOOL/ESTHER FONG MAGNET PROGRAMS

TITLE I PARENTAL INVOLVEMENT POLICY

Hamilton/Esther Fong magnet School has jointly developed with and distributed to parents of participating students the following written Title I parental 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 parental involvement requirements: [*Title I Parental Involvement, 20 USC 6318(a)-(f)*]

INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM

Hamilton School/Esther Fong Magnet program 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:

- *How Title I funds are received*
- *Who receives Title I services*
- *Our school wide programs Title I programs/services and expenditures*
- *Opportunities for parents to become involved in their child's education*
- *School Safety Plan*
- *Core Curriculum utilized in the classroom*
- *Meet your child's teacher, teacher's expectations and student's expectations*
- *Schedules and up-coming events*

2. Hamilton/Esther Fong offer a flexible number of meetings:

- *Parent Coffee Hour classes every Wednesday from 9:00-10:30 am*
- *Parent Coffee Hour Meetings include the following: Standard based lessons by certificated staff, Community Outreach agencies presentation of services to the community*
- *School Site Council (SSC) meetings to be held the last Thursday of the month from 3:15-4:15 pm in the Library*
- *English Learner Advisory (ELAC) Committee meetings held every third Wednesday from 9:00-10:30am in Room 38 (meeting time determined by ELAC members)*
- *Literacy, Math and Movie nights will be scheduled throughout the year Fall, Winter, Spring.*

3. Hamilton involves 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.

ELAC reviews the Single Plan for Student Achievement as well as the Title I budget for suggestions or comments. The School Site Council approves the Single Plan for Student Achievement and school budget.

4. Hamilton provides parents of participating students with timely information about Title I programs.

Parents receive information about:

- *Title I rights and programs at Back to School Night*
- *Step Up after school programs*
- *Hamilton Monthly Calendar of Events*
- *Meeting agendas and report copies*
- *Parent Information Packets sent home at the beginning of the school year including the first calendar of events for the year along with the district conduct code book and school expectations*

5. Hamilton provides 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:

- *Back to school Night-teachers discuss curriculum and assessments and provide parents with the child's with the child's grade level standards*
- *During SSC, ELAC and Parent Coffee Hour meetings the topics consist of but are not limited to: assessments, goals setting, intervention programs, tutorial services and parent support community agencies.*

6. Hamilton provides parents of participating students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.

- *Back to School Night*
- *Monthly Calendar of Events*
- *SSC*
- *ELAC meeting*
- *SST meetings and IEP meetings*

SHARED RESPONSIBILITIES: SCHOOL-PARENT COMPACT

Hamilton 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

Hamilton 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:

1. Assists parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of students.
 - *Distributing grade level Common Core standards and discussing core programs at Back to School Night*
 - *Parent Coffee Hour*
 - *Family Academic Nights*
 - *Data Analysis/Goal Setting*
 - *Academic Teacher/Parent Conferences*
2. Provides materials and training to help parents work with their children to improve their children's achievement.
 - *A parent resource library*
 - *Computer classes*
 - *ParentVue Training*
 - *Common Core Standard Based Classes*
 - *Teachers send a classroom/grade-level newsletter on a monthly basis*
3. Educates staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.
 - *During SSC, Parent Coffee Hour and ELAC meetings parents provide the principal with a list of ways parents can contribute and be equal partners.*
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.
 - *During SST and IEP meetings parents are provided with activities they can implement at home to support their child's education.*
 - *Parents are invited to attend quarterly Award Ceremonies*
 - *Parent Coffee Hour meetings and Committee meetings*
 - *They are welcome to participate during our Harvest Festival, Field Day and literacy/math nights as well as other various events*

5. Distributes information related to school and parent programs, meetings, and other activities in a form and language that the parents understand.

- *Hamilton Marquee*
- *School Messenger both in English and Spanish*
- *Monthly teacher/grade-level newsletters*
- *Translator's are available upon request*
- *IEP and SST meetings*

6. Provides support for parental involvement activities requested by parents.

- *Parents are encouraged to volunteer in classrooms, the library and assist with school events. Our site solicits parents for SSC, ELAC and Parent Coffee Hour*

ACCESSIBILITY

Hamilton 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.

- *Translators are provided for meetings, conferences and school events*
- *Accommodations are made for parents with disabilities whenever possible.*
- *Our school building has been modified to be accessible for handicapped parents, e.g. Restrooms, ramp and stalls*
- *Parents receive support, assistance and information from the Language Development Office.*