2.0 With approval from the local governing board, Grazide Elementary School has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. Parent involvement as described in this policy is developed with the assistance of parents, agreed to by parents, incorporated in the school's action plan, reviewed and updated annually by parents, and readily available to the local community. The school has distributed the policy to parents and family members of children served under Title I, Part A. The Parent and Family Engagement Policy for Grazide Elementary School is distributed directly to those attending School Site Council / Shared Decision Making (SSC / SDM) Meetings, English Learners Advisory Council (ELAC) Meetings, and the initial Parent Teacher Association (PTA) Meeting. The Parent and Family Engagement Policy is also available in the Front Office and to download on the Grazide Elementary School website. (20 United States Code [U.S.C.] Section [§] 6318[b][1])

Grazide Elementary School recognizes that a critical part of effective schooling is parent engagement. The school and the home cannot be looked at in isolation from one another; families and schools need to collaborate to help children adjust to the responsibilities of being successful students.

Research has shown engagement by parents as partners in their children’s education contributes greatly to positive student achievement and conduct.

1. Families provide the primary educational environment.

2. Parent involvement in their children’s education improves positive student achievement and confidence.

3. Parent involvement in children’s education is critical.

4. Parent involvement with the school is most effective when it is supportive, long-lasting, well-planned, and includes good communication.

5. The benefits of parent involvement for students are not limited to early childhood or the elementary grades; positive benefits continue on through high school and a lifetime of learning.

6. Parents need to be involved in supporting their children’s education both at home and in the school, in order to ensure the quality of the schools.
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 Grazide Elementary School, the following practices have been established:

a) 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])

An annual meeting, which all parents are encouraged to attend, shall be held in August at a time and date that is convenient for the parent community. The written notice (in English, Spanish, and, to the extent possible, other language as needed) shall be mailed to all parents and will include the rights of parents to be actively involved in supporting their children’s academic achievement. Parents will also receive a description of the services provided to children participating in English Language Development (ELD) and GATE (Gifted and Talented Education).

b) 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])

Each year, parents shall be invited to attend a number of regularly scheduled meetings that are planned at times convenient for their participation. Parents will be kept informed regarding the progress of students in the core academic program. In addition, parents will receive specific information about Title I program participants and program implementation. Through these meetings, parents will be involved on an ongoing basis in the planning, review, and improvements of programs, including the parent involvement / engagement policy and school plan.

c) 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])

The Grazide Elementary School principal and staff shall provide timely information about curriculum, local and state assessment results, the proficiency levels students are expected to meet, and the status of the school’s Dashboard. Parents will be informed on an ongoing basis about student suggestions for (and receive information and training on) family and education related topics to assist them with their children.

d) 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])
      The principal and school staff shall provide timely information about the Title I program beginning with an Annual Title I meeting offered at convenient times for parent attendance, followed by direct notice to families of their student’s
participation in Title I services, and available parent training related to the success of students identified as Title I.

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])
   The Grazide Elementary School principal and staff shall provide timely information about curriculum, local and state assessment results, the proficiency levels students are expected to meet, and the status of the school’s Dashboard.

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 practically possible. (20 U.S.C. § 6318[c][4][C])
   Parents will be informed on an ongoing basis about student suggestions for (and receive information and training on) family and education related topics to assist them with their children.

   e) 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])
   Grazide Elementary School staff and parents shall jointly develop an approved, schoolwide program and plan that explains how parents, students, and school staff share the responsibility for improved student academic achievement. The plan shall be reviewed annually and modified as needed.

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])
   Grazide Elementary School shall provide regularly scheduled informational meetings and workshops to address topics requested and needed by parents. To address State and Federal requirements, the school shall enable parents to gain better understanding of the following:
   - State academic content standards and achievement goals all students are expected to meet.
   - How to monitor their children’s progress through interpreting state and local assessment reports and student progress reports.
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]) Grazide Elementary School shall also enable parents to gain better understanding of strategies to use at home to support their child’s academic achievement, such as monitoring the completion of homework and school assignments, reading with their child, working with math, literacy training, etc.

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]) Grazide Elementary School staff shall be educated, with the assistance of parents, in the value of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners in their children’s education by using strategies to:
   - Ensure that information related to school and parent programs, meetings, workshops, and other activities is sent in a parent-friendly format and, to the extent practical, in a language parents understand – including online support.

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]) The Grazide Elementary School principal and staff shall implement and coordinate parent programs that build ties between parents and the school, such as opportunities to support the school through volunteering their time, including classroom support and after-school activities, and participate in evening events throughout the school.

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]) The Grazide Elementary School principal and staff shall ensure opportunities for all parents to become knowledgeable about parent rights as specified in State and Federal statutes.

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]) To further the goal of effective parent involvement, school staff, district support personnel, and parents, the Grazide Elementary School principal and staff will:
   - Support a parent group (PTA) for the purpose of supporting parent involvement activities at the school and to enhance the leadership skills of parents in working with other parents.
   - Train parents in leadership roles in order to effectively serve on SSC / SDM, ELAC, PTA, District Advisory Council (DAC), and District English Learners Advisory Council (DELAC)
• Help to form alliances with community-based agencies and businesses outside of the school to connect families in need of assistance to appropriate services.

2.3 Accessibility
Grazide Elementary School, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with 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 20 U.S.C. § 6311 in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])
Grazide Elementary school provides all parents with opportunities to fully participate in school-sponsored activities by sending written notices and reports in a language, to the extent possible, parents understand. Grazide Elementary also provides translation services as requested, operates on an ADA-compliant campus, and utilizes an accessible website format.

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])
The Grazide Elementary School principal and school staff understand the importance of the school experience to every student and our position as educators and role models. Therefore, we agree to carry out the following responsibilities to the best of our ability:
• We will provide a safe, positive, and healthy learning environment for your child.
• We will teach skills and concepts in accordance with the California State Framework and the Hacienda La Puente School District’s core curriculum.
• We will address the individual needs of your child through initial assessments and goal setting.
• We will select appropriate instructional strategies and materials to meet the needs of your child based on his / her individual assessment.

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• We will provide on-going communication regarding your child’s progress and achievement through conferences, report cards, and performance assessments.
• We will notify parents or guardians of any problems and/or specific concerns through conferences, notes, phone calls, and progress reports.
• We will teach, exemplify, and model the pillars of Respect, Responsibility, and Safety.
• We will teach, exemplify, and model Response to Intervention (RtI) resources including Second Step Social Emotional Learning Curriculum.

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])
Grazide Elementary School staff and parents meet at least once per school year during September to provide information on student progress, discuss successes, and identify needs. Additional parent-teacher conferences take place as needed when requested by parent, teacher, or administrator.

2. Frequent reports to parents on their children’s progress. (20 U.S.C. § 6318[d][2][B])
Progress Reports are distributed three times per year – November, February / March, and May. Additional reports in the form of student assessment results, project and report outcomes, and other forms of student progress monitoring are provided throughout the school year.

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])
Grazide Elementary School provides a wide variety of volunteer activities including on field trips, in the PTA Workroom, and within classrooms as requested by teachers. Parents and other volunteers must be cleared through the HLPUSD School Police Department to provide one-time or ongoing volunteer service to the students of Grazide Elementary. Financial support is available to those families wishing to volunteer on an ongoing basis which requires a fee-based fingerprinting test. Families simply mention this financial need to their child’s teacher or the school principal.

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])

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

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The policy must be updated periodically to meet changing needs of parents and family members and the school. If the school has a process in place for involving parents and family members in planning and designing the school’s 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.