



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])?

Potter Junior High School has developed a written Title 1 parental involvement policy with input from Title 1 parents based on information and feedback received at PTA, ELAC, SSC and other parent forums. It has distributed the policy to parents of Title 1 students with informational materials sent home at the beginning of the school year, as well as distributed it at ELAC, SSC, and posted it on the LOE website.

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

All meetings involving parents are offered during the school day, after school, or in the evenings, and off site in some cases, and are supported with childcare supervision, interpreters, and content experts when needed. Meetings are held virtually unless guidelines are updated.

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]). Add details about the annual meetings in the box below:

- *Annual Title Parent Meeting is held*
- *Each parent is given a copy of the Title I power point presentation.*
- *Translation services are offered at the meeting for those parents that are not English speakers.*

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]). Add details about the meetings in the box below:

- *ELAC - 9/23 @ 3:30pm, 10/28 @ 3:30am, 11/18 @ 3:30pm, 1/25 @ 3:30pm, 3/1 @ 3:30pm, 5/17 @ 3:30pm*
- *DELAC - 9/27, 10/25, 11/15, 2/15, 2/28, 3/21, 5/16 (All meetings are virtual)*
- *PTA - First Monday of every month*
- *SSC - 9/28, 10/18, 12/13, 1/24, 3/14, 4/18 (All meetings begin @ 3:30pm)*
- *Coffee & Conversation - 6 meetings per year*



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?

- *The school involves parents through School Site Council, School Newsletters, DAC, DELAC & ELAC meetings, PTA, LCAP Coffee & Conversation, Coffee with the Principal & School Leaders, Parent Conferences, and District/School Surveys.*

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?

- *The school provides information through emails, all-calls, website calendar, flyers, Peachjar, Twitter, and Facebook.*
- *Teachers provide additional information through classroom newsletters and electronic communication (Class Dojo, Remind, Google Classroom etc..).*

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?

- *Information is provided through Back to School Night, Parent/Teacher Conferences, Progress Reports, and Report Cards.*

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?

- *ELAC, PTA, SSC and parent informational events are examples of ongoing and consistent means for allowing parent participation in conversations and decision-making in the education of their children.*

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. To help reach these goals, the school has established the following practices:

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]).

- *The school provides Title 1 parents with opportunities to attend evening parent informational nights, family nights, ELAC meetings, and parent/teacher conferences.*

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]).



- *Evening parent informational nights, family nights, ELAC meetings, Coffee & Conversation with the Principal & School Leaders*

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

- *Professional Development*
- *Staff Meetings*
- *School Counseling & Psychologist*
- *Leadership Team Meetings*
- *Lighthouse Meetings*

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]).

- *Parents of English learners and new families to the community have access to the district Welcome Center/Language Assessment Center*

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]).

Printed materials are posted to the website, delivered through Peachjar, and extra copies in paper versions are offered in both English and Spanish in front office.

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

- *Back to School Night*
- *Family Information Nights*
- *Parent/Teacher Conferences*
- *DELAC/ELAC*
- *PTA*
- *SSC/DAC*
- *Migrant PAC meetings*
- *Parent Nights with Counselors*

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]).

Please attach the School-Parent Compact to this document.



This policy was adopted by the Potter Junior High School in October 2021 and will be in effect for the period of October 2021 - May 2022

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: October 2021.

Dr. Edie Powers

Signature of Authorized Official

9/28/2021

Date

California Department of Education
July 2018