

**Section 4:**  
**GOLDEN VALLEY MIDDLE SCHOOL**  
**2019-2020**  
**Parent and Family Engagement Policy**

With approval from the local governing board, GOLDEN VALLEY MIDDLE SCHOOL shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents and updated periodically to meet the changing needs of parents and the school. (20 U.S.C. § 6318[b][1])

**This policy is distributed and made available to the community in the following manner:**

Parents/guardians receive an informational letter regarding the policy in the beginning of year packets. The Title I School-Level Parental Involvement Policy is available to the parents via the school's website. There are hard copies of the policy readily available in the front office for any interested parties. The policy can also be emailed to the parent/guardian at his or her request. The policy is also reviewed at an annual Back to School Night event, during which parents are informed of the policy and printed copies are again made available, upon request.

The school-level policy shall describe the means for how each school shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

(a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation in the Title I, Part A program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

**The annual meeting will be completed as follows:**

The annual meeting to inform parents about the Title I requirements and their rights to be involved occurs during Back to School Night. Parents are provided information in a classroom setting to ensure an opportunity for questions/answers/discussion for those in attendance.

(b) Offer 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 parental involvement. (20 U.S.C. § 6318[c][2])

**The school offers flexible meetings as follows:**

There are multiple opportunities for parents to participate in Title I related activities and topics at Golden Valley Middle School. The School Site Council (SSC) and English Learner's Advisory Committee (ELAC) meetings are arranged to accommodate the parents to ensure the best opportunity for participation. SSC meetings are held regularly, at 1:15 and ELAC is held regularly, at 12:15. Times may be adjusted once the new school year begins and parent input is obtained for the current committee. The African American Advisory Council will meet with the designated cluster for middle/high schools. In addition, special event meetings, and curriculum theme nights begin at 4:00 or 5:00 pm. Agendas, minutes, have more than one opportunity to attend.

(c) Involve 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 school-wide program plan. (20 U.S.C. § 6318[c][3])

**The school involves parents/family in the joint planning, review, and improvement of the Title I Program and school Parent-Family Engagement Policy in the following way(s):**

Parents are invited to attend School Site Council, ELAC, and AAPAC meetings. During these meetings, all stakeholders in attendance have the opportunity to be involved in planning, revising, evaluating, and improving the school's School Plan for Student Achievement.

(d) The school provides parents of participating children with the following:

- i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])
- ii. 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])
- iii. 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 practicably possible. (20 U.S.C. § 6318[c][4][C])

**The school will provide this information and opportunities in the following way:**

The school provides on-going, regular information about its Title I programs, including:  
Back to School Night  
School Site Council Meetings  
ELAC Meetings  
Auto-dialer InTouch call system  
Monthly team newsletters  
Marquee notices  
Parent notices  
School webpage  
Social Media

(e) If the school-wide program plan is not satisfactory to the parents of participating children, parent comments regarding the plan will be submitted when the school makes the plan available to the LEA. (20 U.S.C. § 6318[c][5])

2.2 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 LEA assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

(a) The school shall provide assistance to parents of children served by the school or LEA, as appropriate, 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])

**The school will assist parents-family in understanding academic standards, assessments, and how to monitor their child's achievement in the following ways:**

The school provides detailed information about the curriculum, assessments to monitor student progress, and expected proficiency levels for students during Open House and at the parent advisory meetings. In addition, information is available in the front office, on the school's website, monthly newsletters InTouch all calls, and site level presentations.

(b) The school shall provide materials and training to help parents to work with their children to improve their children's achievement, **in the following ways:** (20 U.S.C. § 6318[e][2])

The school will provide the following materials and training opportunities for parent to assist them in helping their child(ren) improve academically:

- Curriculum them nights focusing on Common Core State Standards
- Site Technology Nights
- AVID Nights
- Parent workshops and training at the district and site
- Develop partnerships with community agencies
- Provide computer literacy, etc...

(c) The school shall educate 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, **in the following ways:** (20 U.S.C. § 6318[e][3])

The school will work with parents in developing ways to enrich the home-school partnership and inform staff of parent contributions by:

- Utilizing staff and parent surveys to determine needs and support strategies
- Increase parent engagement opportunities
- Provide a variety of training opportunities for parents involving various aspects of campus activities (Parent Resource Center)
- Provide staff development that aligns parent-school expectations and the mutual benefits received from forming partnerships
- Maintain an open communication and access to staff
- Provide regular, ongoing feedback to parents regarding school related events, student achievement, etc.

(d) The school shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, **in the following ways:** (20 U.S.C. § 6318[e][4])

Planning, advertising and holding parent workshops in the parent resource center to increase parent capacity in areas including, but not limited to:

Monitoring students academic progress through: Aeries Portal, Google Classroom

Increasing school-home communication through: Email use, Google classroom, Use of messaging apps

Student web-based resources

(e) The school shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

#### **The school does this by**

Ensuring that all correspondence is translated from English to Spanish. When necessary, and/or if requested the school will also reach out to the English Learners Department, Parent Engagement or other district personnel to ask for assistance in translating materials and correspondence into the L1 that is needed for effective communication. The school maintains copies of the correspondence on file for review. The school maintains agendas, minutes, and sign-in sheets to document the meetings.

(f) The school shall provide such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

The school will actively solicit parents for feedback and input in the development of parent involvement activities. With the assistance of the parents, the school will prioritize activities, trainings, and events identified to enhance, encourage, and enable all parents to become active participants in their student's academic achievement. Additionally, the school will provide the following:

- Informational and school reports are provided in a format and language that parents understand. The school provides on-going, regular information about its Title I programs, English learner programs, special needs programs, including:
  - Auto-dialer InTouch call system
  - Marquee Notices
  - Parent notices and flyers
  - School webpage
  - Email updates
  - School Newsletter
- All correspondence is translated. The school maintains copies of the correspondence on file for review.
- We coordinate with the Community Relations Workers at the Family Engagement Centers to provide activities and support, as requested.
- Through the Family Engagement Office, other district departments and state and local agencies, such as the Department of Rehabilitation, our counselors have and are able provide families with information to provide families with access to a variety of resources to make sure that all families have access to information, training and support, regardless of language proficiency, disability, or permanence of residency.

2.3 In carrying out the parent and family engagement requirements of this part, LEAs and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have 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])

2.4 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 following requirements: (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])

(b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

i. 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])

ii. Frequent reports to parents on their children's progress; (20 U.S.C. § 6318[d][2][B])

iii. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and (20 U.S.C. § 6318[d][2][C])

iv. 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])

2.5 Each LEA or school receiving funds under Part E of Title IV shall inform parents and organizations of the existence of Title IV. (20 U.S.C. § 6318[g])

**San Bernardino City Unified School District does not receive Title IV, Part E funds.**