



Lafayette Elementary's Parent Involvement Policy

2020-2021 School Year

Lafayette Elementary School has developed a written Title I parental involvement policy with input from Title I parents. Lafayette Elementary has distributed the policy to parents of students by including it in the school's registration packet each year. The policy describes the means for carrying out the Title I parental involvement requirements. If the schoolwide program is not satisfactory to parents of participating students, parents may submit feedback at any time. This feedback can be provided via phone, email or a meeting with school personnel. Comments may also be submitted during SSC and ELAC meetings.

Lafayette Elementary School will:

- I. Convene an annual Title I meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
 - a. The Lafayette Elementary annual Title I meeting is held in conjunction with the site Back To School Night each year. During this meeting, information about the Title I program, student performance data, and parental rights are explained to parents.
- II. Offer a flexible number of meetings for Title I parents, such as meeting in the morning or evening.
 - a. Lafayette Elementary School holds meetings with parents at times that are convenient for them. The School Site Council, ELAC, Back To School Night and Open House are all held in the afternoons and evenings, after feedback about the most convenient times was solicited from parents.
 - b. Meetings with parents are coordinated through the office and are scheduled at times convenient for the parents, including mornings and evenings after parents return from work.
- III. Involve parents in an organized, ongoing and timely way in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.
 - a. Parents are involved in the planning, monitoring, and modifications involved with the Title I program primarily through their participation planning all reform efforts in the school.
 - b. Representatives from parent organizations work with the School Site Council to analyze data, monitor progress and, when necessary, make modifications to the instructional program at Lafayette Elementary School both through the school site plan and the parent involvement policy.
- IV. Provide timely information to parents about its Title I program.
 - a. Working with the Eureka City School District's Educational Services Office, parents are mailed information concerning the Title I program at Lafayette Elementary School.

- b. Parents are informed about student achievement data at the site's Annual Title I meeting and at other parent meetings.
 - c. At site council and ELAC meetings and other meetings convened throughout the year, parents learn about the Title I program and how it can serve their children through supplemental programs.
 - d. Parents also receive information through the district and site webpage, parent teacher conferences and Back to School and Open House, and through Social Media such as Facebook.
- V. Provide parents of Title I students with an explanation of curriculum used at the school, the assessments used to measure student progress, and the proficiency and levels expectations students are expected to meet.
- a. Parents are provided an explanation of all of the programs in place at Lafayette Elementary during the Annual Title I Meeting, Back to School Night, Open House, School Site Council Meetings, and at ELAC meetings.
 - b. Teachers review and explain curriculum and assessment data, including proficiency expectations at parent conferences where parents talk to teachers one-on-one about their children's academic achievement.
 - c. Additionally, the site administration has adopted an open door policy to foster authentic two way communication with our parents and community members. Families are informed of how to make an appointment with the school secretary.
- VI. If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
- a. Parents experience an open door policy at Lafayette Elementary School. They may prearrange meetings with site administration or staff.
 - b. Parents may submit comments in writing regarding the school site plan and attend regular SSC and ELAC meetings.
- VII. Develop and distribute its Parent/Student/School Compact for shared responsibility for improving student achievement, and the means by which the school and parents/guardians will build a partnership to help students achieve state standards.
- a. The Parent/Student/School Compact is provided to all parents annually with the registration papers. Parents and students sign the compact and return it to the school prior to enrolling their students.
 - b. During the school year, the School Site Council reviews the current adopted Parent/Student/School Compact and makes modifications when deemed necessary.

Lafayette Elementary School will build capacity of the school and parent/ guardians for strong parent involvement by implementing parent training to assist parents in supporting their child's efforts in learning in the following ways:

- I. Assists parents in understanding California's academic content standards, assessments, and how to monitor and improve the achievement of their children.
 - a. Lafayette Elementary parents will receive training and necessary information on the topics above through the Annual Title I meeting, parent conferences, ELAC, the ECS

- web page, IEPs, district committees such as the DELAC provide information and training.
- II. Provides materials and training to help parents work with their children to improve their children's achievement.
 - a. EL parents are offered training in navigating the school experience provided by the Humboldt County Office of Education.
 - b. The classes focus on helping parents understand their children's coursework and how to most effectively communicate with teachers and staff to assist their children in school.
 - c. District and site level committees such as DELAC, SSC, and ELAC provide parent training for increasing parental involvement and gaining input and support from parents in planning programs for student achievement.
 - III. Educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.
 - a. The school's staff development often focuses on best practices for working as partners with parents and cultural responsiveness.
 - b. Teachers and staff attend parent meetings and district sponsored parent training as partners with the school's parent participants.
 - IV. Coordinate and integrate parental involvement with other programs and conduct other activities such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
 - a. Lafayette Elementary has developed a subcommittee of teachers and parents that plan events for parent, family, and school neighborhood events.
 - V. Distribute information related to school and parent programs, meetings and other activities to parents in a format and, to the extent practicable, in a language the parents understand.
 - a. All documents sent home to parents and auto dialer phone messages made to homes are translated into Spanish as well as sent in English.
 - VI. Provide such other reasonable support for the parental involvement activities as the parent may request.
 - a. Because of the open door policy, parents feel invited to make requests for involvement programs.
 - b. Parents report that they feel comfortable communicating with teachers one on one personally or through phone calls, email or during conferences, where they may make requests for involvement activities or information, as needed.

Accessibility

- I. Lafayette Elementary 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 that parents understand.
 - a. Lafayette Elementary translates into Spanish all notices sent home to students through phone message or mail. Translators are available as needed for conferences and meetings such as IEPs and SSTs.