



Title I School-Level Parent and Family Engagement Policy 2020-21

Estrella Elementary School has developed a written Title I parent and family engagement policy with input from Title I parents and agreed upon by Title I parents. The school developed the Policy with parent input at the Annual Title 1, ELAC, and SSC meeting. Meetings are open to all parents. The Policy is shared with Parents through US mail and the distribution is announced on the school website/marquee. The Policy is provided in both English and Spanish. (**Due to School Closures, 2020-21 Policy will be posted on the school website for parents to view and download. Hard copies will be made available, upon request, in the Main Office.)

This policy describes the means for carrying out the following Title I parent and family requirements:

Section I: Involvement of Parents in the Title I Program

To involve parents in the Title I program at **Estrella Elementary School**, the following practices have been established:

- The school convenes an annual meeting, at a convenient time, to inform parents and family members of Title I students about Title I requirements, the school's involvement in the program, and about the right of parents to be involved in the Title I program.
 - The notifications to participate in these meetings are communicated in the parents' language in the following manner:
 - School-wide mailing to the home and/or flyers sent to parents
 - Connect-Ed mass phone calls
 - Estrella App Notifications
 - Public Posting of announcement in easy access areas
 - www.Estellaelementary.org
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
 - English Learner Advisory Committee (ELAC)
 - School Site Council (SSC)
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs, including the planning, review, and improvement of the school's Title I parent and family engagement policy and the joint development of the School Plan for Student Achievement.
 - The Parent Involvement Policy is reviewed each year by the ELAC and SSC. Revisions to the Parent Involvement Policy are made based on student achievement data and suggestions of various stakeholder groups.
 - At the Annual Title I meeting, and parent meetings.

- Parents are involved in the planning, review, and improvement of the Title I program during the annual Title I meeting. Flyers announcing the meeting are sent out to parents announcing the meeting time/date and topics to be covered.
 - Topics discussed at these meeting include:
 - Data Analysis (review ELPAC scores, etc.) and review annual evaluation SPSA, budget allocations and budget expenses.
- Parents complete a Needs Survey tri-annually in order to express in what areas they would like:
 - Parent trainings- subject matter
 - Categorical Funds Applied
 - Data Analysis: Common Core Assessments, State Assessments, ELPAC, SBAC, DIBELS- outcomes and new goals
 - Plan of Action based on data: Parents review Estrella Elementary School's Single Plan for Student Achievement (SPSA), budget allocations, and budget expenses and vote upon changes that will support their children's academic success.
- The school provides parents of Title I students with timely information about Title I programs.
 - At the Annual Title I meeting at the beginning of the year, and throughout the year during the regularly scheduled ELAC and SSC meetings.
 - Written notifications are also sent via mailings, flyers, newsletters, and www.Estrellaelementary.org.
 - Information is also communicated through Connect-Ed mass phone calls.
- The school provides parents of Title I students with a description and an explanation of the curriculum used at the school, the academic assessments used to measure student progress, and the achievement levels students are expected to meet with the state standards.
 - Parents are invited at the beginning of the year to an Orientation Meeting in order to let them know that they are welcomed, integral members of the school's team, by meeting the teachers and getting acclimated to the school.
 - Information on the Common Core Assessments, State Assessments are explained at the beginning of the year at the annual Title I meeting.
 - Teachers explain the curriculum planned to guide the students in meeting the State Standards at their grade level, during Back to School and Parent Teacher Conferences.
 - The Student Support and Progress Team formerly known as Language Appraisal Team reviews ELPAC along with the Reclassification process in the Fall and Spring at the ELAC and SSC meetings.
 - Throughout the year, Parents are invited to participate in trainings that focus on developing their understanding of the school's academic program and how they can help their children be successful in school. These trainings are presented by faculty members or invited guests from the community.
 - Parents are able to gain deeper understanding of the children's progress toward meeting the academic goals set by the State through progress reports, report cards, and at Parent/Teacher Conferences.
 - Parents are able and encouraged to schedule meetings or classroom observations in order to have any questions answered or to gain greater understanding of their child's progress.
 - Parents are invited to award assemblies that celebrate student successes in academic, comportment, attendance, citizenship and for exhibiting the Habits of Mind throughout the year.
- If requested by parents of Title I students, the school provides opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children, and to respond to any such suggestions as soon as possible.
 - ELAC, SSC meetings wherein general information is delivered for parent understanding, and they are able to express their opinions for school-wide impact.

- Student Support and Progress Team (SSPT) meetings are regularly scheduled in order to discuss a specific student's areas of strength and areas of need in order to identify a cause and strategies to solve problems that the student is having in meeting the Common Core Standards or their social emotional needs
- Scheduled appointments with the teacher, the principal, and support staff; such as, the school nurse, PSA counselor, and school psychologist to discuss specific areas of need for the child and/or family.
- If the School Plan for Student Achievement is not satisfactory to Title I parents, the reasons will be shared in this policy.

Section II: Building Capacity for Involvement

Estrella Elementary School engages Title I parents and family members in meaningful interactions with the school to ensure effective involvement of parents and to support a partnership among the school to improve student achievement. It 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 parents with assistance in understanding the State's academic content standards, state and local academic assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children.
 - Academic Content and related assessments are reviewed by the classroom teacher during Orientation, Back to School and Parent/ Teacher Conferences
 - Effective strategies for maintaining home-school connections are also presented.
 - Parents are asked for their input regarding effective communication, participation and strategies to assist their child be successful in school.
 - The connection between content standards, grades and State testing measures are communicating to the parents during the annual Title I meeting and more specifically for an individual child, during Parent/Teacher conferences.
 - The Targeted Support Advisor at Parent workshops, ELAC and SSC meetings present assessment content and its rationale on how it relates to student achievement.
 - Student-specific information is discussed between the parent and requested participants, throughout the year with a scheduled appointment
- The school provides Title I parents and family members with materials and training to help them work with their children to improve their children's achievement, paying special attention to support for foster parents.
 - Monthly calendars that consists of pertinent information on upcoming events and projects as well as an updated calendar of trainings and community meetings
 - Resources- Multiple workshops are provided to parents in both English and Spanish which focus around the school's foci. Primary focus being Mathematics, and Early Literacy, English Language support, Engineering and STEAM workshops. Estrella Elementary provides community building circles with parents and faculty following restorative Justice practices.
 - At Back to School, parents are provided with the teacher's expectation for achievement and how it will be accomplished.
 - Monthly trainings, whose topics are determined by the parents in a "Needs Survey", are conducted by a variety of staff members as well as invited experts on the topic at hand.
 - Monthly ELAC and SSC meetings provide information as well as trainings on understanding Federal and State expectations.
- With the assistance of Title I parents, the school educates teachers, specialized instructional support personnel, assistant principals and other school leaders, and other staff about the value and utility of

the contributions of parents and family members, and about how to reach out to, and communicate with, and work with parents as equal partners to build ties between parents and the school.

- Throughout the year, teachers will receive explicit, scaffold, culturally-relevant, yet practical, research based information and effective strategies to establish a perspective of self-efficacy as instructors and trust in the intention, capability and commitment of parents in their child's education based on the principles espoused in Robert Garmston's Adaptive Schools.
 - Teachers collaborate with parents on a variety of projects and school events: such as, Open House, Back-to-School, Academic Assemblies, Research Projects, STEAM Night, Literacy Night, and Math Night.
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- The school coordinates and integrates the Title I parent and family engagement program with other programs, and conducts other activities, such as Parent and Family Centers, to encourage and support parents in more fully participating in the education of their children.
 - Parents and teachers work together in the School Site Council to make the budget and school management decisions that impact the school as a whole.
 - Parents receive trainings on developing effective communication strategies within the school community and understanding school culture so that they can be more empowered as valued members of the Estrella ES community. These trainings are based on the research-based methods, expounded by Arthur Costa: Cognitive Coaching: A Foundation for Renaissance Schools, Learning and Leading with Habits of Mind; Early Language Literacy Plan Academies (ELLP), and Collaborative Strategies Cycles
 - Parents are highly encouraged to become volunteers at the school in order to benefit all students at the school and enhance opportunities to model effective partnerships among all stakeholders.
 - Parents are highly encouraged to continue learning through web-based educational sites which are aligned to the school foci. Teachers will provide sign-in information and passwords annually.
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- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents and family members in a format and, to the extent practicable, in a language that they understand.
 - Monthly calendars that consist of pertinent information on upcoming events and projects as well as an updated calendar of trainings and community meetings.
 - Resources- literature on educational topics, directed to parents are provided in the school library, parent center, and workshops.
 - Handouts from parent trainings, provided in the parents' language, enhance the connection/skill taught in the workshop.
 - Translation at all meetings, conferences, special assemblies, and trainings are provided in the parents' home language.
 - Connect Ed mass phone calls are made in the parent's home language.
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- The school provides support for parent and family involvement activities requested by Title I parents.
 - Translation is provided for parents in need, for all trainings and meetings.
 - At the beginning of the year, parents receive an orientation on the responsibilities and benefits of participating in ELAC and SSC.
 - Parents are highly encouraged to attend and participate in all presentations, assemblies, and workshops
 - Parents are invited to complete a collaborative needs assessment in the beginning, middle, and end of year in order attain feedback for the school year academic workshop topics and calendar.
 - Title I funds are reserved for supplying materials. and refreshments for parent workshops and meetings.

Section III. Accessibility

Estrella Elementary School provides opportunities, to the extent practicable, for the participation of all Title I 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 students. Information and school reports are provided in a format and language that parents understand. The school developed the policy with parent input at the Annual Title 1, ELAC, and SSC meeting. Meetings are open to all parents, including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students. Information at the meetings is available in both English and Spanish. Spanish translation is provided.

Section IV: Shared Responsibilities for High Student Academic Achievement

Estrella Elementary School distributes to parents of Title I students a School-Parent Compact. **It is attached to this policy.** The Compact, which has been jointly developed with parents and approved by them, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The school developed the Compact with parent input at the Annual Title 1, ELAC, and SSC meeting. Meetings are open to all parents. The Compact is shared with Parents through US mail and the distribution is announced on the school website/marquee. The Compact is provided in both English and Spanish. (**Due to School Closures, 2020-21 Compact will be posted on the school website for parents to view and download. Hard copies will be made available, upon request, in the Main Office.)

The Compact describes specific ways the school and families will build and develop a partnership to help children achieve California's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet California's academic standards
 - Model and teach the Habits of Mind.
 - Create a safe, positive, and healthy learning environment to provide academic knowledge and build self- esteem.
 - Provide a challenging instructional program, which addresses the individual needs of all students in which they can develop their Habits of Mind.
 - Communicate with parents with clarity and precision on a regular basis to support student learning.
 - Assign purposeful homework with clear instructions.
 - Encourage students to read daily at school and at home.
 - Remain open to continuous learning while participating in professional growth activities
 - Be a positive role model.
 - Show respect to parents, students and family situations.
 - Maintain high expectations for myself and my students.
 - Model how to follow the 3Bs; Be Respectful, Be Safe, and Be Responsible.
- The ways that parents can volunteer in their child's classroom
 - Parents can contact the Parent Center for more information about volunteering.
- The ways that parents can participate, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.
 - Annual Title I Program Meeting

- School Site Council Monthly Committee Meetings
 - English Learner Advisory Committee Meetings
 - Coffee with the Principal Meetings
 - Parent – Teacher Conference Meetings (Scheduled at the most convenient time for both teacher and parent)
 - Back to School Night
 - Open House
 - STEAM/Math/Literacy Night
- The ways parents will be responsible for supporting their children’s learning
 - Listen to or read with their child daily.
 - Provide a quiet place and materials for completing all homework.
 - Support the school’s homework, discipline, and attendance policies.
 - Bring their child to school every day and on time.
 - Limit their child’s television viewing or device use to no more than 1 hour per day.
 - Participate in school events, attend Parent Workshops, and Professional Development opportunities.
 - Read all home- school communications and contact the school when they have questions or concerns.
 - Make sure that their child gets adequate sleep and has a healthy diet.
 - Talk with their child every day about school activities and homework assignments.
 - Communicate with teachers and attend conferences.
 - Encourage their child to do his/her best.
 - Know if their child is an English Language Learner and what is the criteria for reclassification.
 - Model the importance of respect for self and others by being Respectful, Safe, and Responsible.
 - Encourage their child to follow the 3Bs; Be Respectful, Be Safe, and Be Responsible.
- The importance of ongoing communication between parents and teachers on an ongoing basis through, at a minimum, the following:
 - annual parent-teacher conferences in elementary schools during which the compact shall be discussed as the compact relates to the individual child’s achievement
 - Reporting period 1 parent conferences
 - Reporting period 2 parent conferences
 - frequent reports to parents on student progress
 - Midpoint progress reports
 - reasonable access to staff
 - Email and text messages
 - Appointments
 - Informal meetings after school
 - communication regarding opportunities for parents to volunteer and participate in their child’s class and opportunities to observe classroom activities
 - Parents can contact the Parent Center for more information about volunteering.
 - Parents can contact the Main Office to set up a classroom visit.
 - ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent possible, in a language that family members can understand
 - Newsletters, flyers, monthly calendars
 - Email, text messages, school website
 - ConnectEd Blackboard messages, phone calls

- Face-to-face conferencing

This policy and compact was adopted by Estrella Elementary School on November 19, 2020 and will be in effect for the entire school year. It has been distributed to all parents on November 30, 2020 date and is made available to the local community by posting on the school's website <https://estrellaelementary.org>.