

Fontana Unified School District
Title I School-Level Parent and Family Engagement Policy
Almond Elementary
2023-2024

With approval from the local governing board, Almond Elementary School has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. Each year the family engagement policy is reviewed with parents at Express Yourself (Coffee with the Principal). Additionally, the policy is reviewed with SSC for feedback. Lastly, the policy is sent electronically to all parents via Parent Square. Parents can give feedback by replying to the Parent Square post.

The school has distributed the policy to parents and family members of children served under Title I, Part A. This is completed annually utilizing Parent Square.

Almond Elementary School's policy describes the means for carrying out Title I parent and family engagement requirements.

INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM

To involve parents and family members in the Title I program at Almond Elementary School, the following practices have been established:

- a) Almond Elementary convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged, 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.
 - The Title 1 Parent meeting with relevant information shared at the Back-to-School night presentation by Mr. McCaffrey, Principal in the MPR.
- b) Almond Elementary offers a flexible number of meetings, such as meetings in the morning or evening, and the school may provide, with Title I funds, transportation, childcare, or home visits, as such services related to parent involvement.
- c) Almond Elementary 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 (SWP) program plan.
 - School site plan is reviewed at an Espresso Yourself
 - A Title 1 meeting is held to receive feedback
 - School Site Council develops and votes on an approved Title 1 plan to address our scholars' academic needs. Additionally, members in our community can join these meetings to give input.
 - We have an open-door policy allowing families to meet with the principal to express ideas or concerns.
- d) Almond Elementary provides parents of participating children with the following:
 1. Timely information about the Title I program.
 - Title 1 meeting during first quarter
 - Parents can join SSC via Parent Square nomination and elections
 - Review School Site Plan at an Espresso Yourself

- SSC meetings are held in person and online. Link to join online and view agenda/minutes can be found at <https://www.fusd.net/Page/8506>
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.
 - During back-to-school night teachers review curriculum and types of assessments used in class to measure academic progress and plan instruction.
 - Teachers continually update parents throughout the year on assessment data (eg, MAPs, A2i, iReady).
 - Teachers in grades 3-6 meet with scholars to explain the state assessment achievement bands
 - Before state testing during an Espresso Yourself pertinent state assessment information is shared with the parents.
 - Parent-Teacher conferences are held at the end of the 1st quarter. Teachers reviews all data on scholars progress.
 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 practicably possible.
 - We have an open-door policy at Almond. Parents can make an appointment with the Teacher or Principal to share idea, ask clarifying questions, and share concerns. We love partnering with our parents.
- e) If the SWP plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the LEA.
 - Parents comments are brought to the SSC attention to consider when making decisions. The parents comments will be recorded in the SSC meeting minutes.

BUILDING CAPACITY FOR INVOLVEMENT

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 shall carry out the following requirements.

- a) Almond Elementary provides 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.
 - During back-to-school night teachers review curriculum and types of assessments used in class to measure academic progress and plan instruction.
 - Teachers continually update parents throughout the year on assessment data (eg, MAPs, A2i, iReady).
 - Teachers in grades 3-6 meet with scholars to explain the state assessment achievement bands
 - Before state testing during an Espresso Yourself pertinent state assessment information is shared with the parents.
 - Student Success Team meetings are held with parents when needed.
- b) Almond Elementary provides materials and training to help parents work with their children to improve their children's achievement as appropriate, to foster parental involvement.

- Teachers may send out monthly newsletters or post updates on the learning taking place in class via Parent Square.
 - Parent-Teacher conferences are held once a year after 1st Quarter is completed
 - STEAM and ELA Nights are provided for families
 - Parent workshops held during Espresso Yourself
 - Continual communication via Parent Square
- c) Almond Elementary 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.
- Parent volunteers are always welcomed.
 - During Espresso Yourself this is space for collaboration and exchanging ideas to make our school a better place for scholars to learn.
 - A parent representative is on the PBIS Tier 1 team
 - We provide opportunities to build community with our families by having a positive school culture and events. For example, Trunk-or-Treat, movie nights, and family picnic.
- d) Almond Elementary, 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.
- We conduct parent-teacher conference at the end of 1st quarter
 - Kindergarten holds three parent-teacher conferences each year. In addition, four in classroom parent workshops are held in the classroom with their child and teacher.
 - Teachers regularly stay in contact with parents which facilitates a partnership with a common goal of social and academic success of all scholars.
 - A parent resource area is updated regularly and can be visited by parents anytime during school hours.
- e) Almond Elementary ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand.
- All flyers and communication sent to parents via Parent Square are given in English and Spanish.
 - Social media (Facebook, Twitter, Instagram, YouTube, and Vimeo) is updated regularly providing relevant information to our parents.
 - The school website is regularly updated providing relevant information to our parents.
 - Teachers regularly communicate via Parent Square
 - Front office responds to parents needs in person or over the phone (English and Spanish)
- f) Almond Elementary provides such other reasonable support for parental involvement activities under this section as parents may request.
- We have an open-door policy allowing all parents to meet with the Principal and share ideas, ask clarifying questions, and express concerns.
 - The front office staff provide parents information as they request it.

Accessibility

Almond Elementary, 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 Section 111 of the ESEA, as amended by the ESSA, in a format and, to the extent practicable, in a language such parents understand.

Almond Elementary provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. These opportunities include:

- ELAC meetings four times a year
- School Site Plan is created with ELAC feedback representation

School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under Title I, Part A 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.

- 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.
- All teachers are highly trained professionals. They engage in continuous professional development learning throughout the school year to ensure all scholars needs are being met.
 - Teachers engage in regular Professional Learning Communities to create engaging lesson plans and adjust to meet each child's needs
 - Teaches conduct small group instruction meeting the various needs of the children
 - We are building a culture of reading at Almond and in the homes of our scholars. We equip parents with literacy to lead their children to become elite readers
 - Parents can sign up to volunteer at the school by signing up in the front office
 - Positive Behavior Intervention Support program is implemented
 - iReady personalized instruction and small group instruction is implemented
 - Intervention time is built into our Master scheudle to meet all the learning needs of our scholars
- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following.
1. Parent-teacher conferences in elementary schools, at least annually
 2. Frequent reports to parents on their children's progress.
 3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities; and
 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.
 - Parent-teacher conferences

- At the end of 1st quarter all parents will have the opportunity to meet with their child's teacher. We will accommodate our families working schedules.
- Children's Progress
 - Four progress reports are completed by the teacher each year
 - Teachers contact parents of children who are not progressing throughout the year
 - Assessment data shared with parents (MAP, a2i, iReady)
- Access
 - Parents may volunteer by signing up in the front office
 - Parents may make an appointment with the Teacher and/or Principal
- Communication
 - Our front office staff are extremely friendly and welcoming. They are all bilingual meeting our communities language needs.
 - All social media platforms we utilize (Facebook, Twitter, Instagram, YouTube, and Vimeo) have two-way communication capability.
 - The Teachers, School and District utilizes Parent Square which allows for two-way communication in Spanish and English.