

# Mayberry Street Elementary

## Title I School-Level Parent and Family Engagement Policy

**2022 - 2023**

**Mayberry Street Elementary** 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 during a virtual meeting in the Fall of 2021 and agreed upon through majority vote. Parents are notified of the policy through the school's website, Blackboard Connect, and with a hard copy sent home with students. The policy is provided in both English and Spanish.

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 **Mayberry Street Elementary**, 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 school holds an informational meeting at the beginning of the school year to inform parents about Title I requirements and parent rights and resources.
  - Ongoing announcements will serve as means to recruit parents and surrounding community members. The school's marquee, written announcements, flyers, display cases, Blackboard Connect, school website and other means will be utilized to inform our parents about the meeting.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
  - Mayberry Elementary holds committee meetings for the EL Subcommittee once a month. EL Subcommittee will meet for a minimum of six (6) meetings per year.
  - Currently our SSC and EL Subcommittee meetings are held once a month, afterschool, on the third Thursday of each month.
- 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.
  - Parents are involved in the planning, review, and improvement of Mayberry's Title I program and Title I parent involvement policy during the school year.
  - Reminders announcing the meetings are sent out to parents regarding the meeting date and time, as well as topics to be covered. Parents are surveyed at the beginning of the school year regarding parent training topics and areas of interest.
  - Topics that are discussed during the meeting include: data analysis (review of SBAC scores, School Quality Improvement Index and School Report Card), review and annual evaluation of the Single School Plan for Student Achievement, Budget allocations and Budget expenses.
  - The EL Subcommittee and SSC review the Title I Parent Involvement Policy and School Compact each year. Revisions to the Parent Involvement policy are made based on student achievement data and suggestions.
  - We actively involve parent participation by conducting annual surveys sent home
- The school provides parents of Title I students with timely information about Title I programs.

- Title I meetings are announced through a flyer in our written announcements, Blackboard Connect and posted on our school marquee and display cases that are accessible to parents.
- Parents are also informed about Title I programs through meetings, through monthly newsletters that are sent home and on our website at [www.mayberrystreetelementaryschool.org](http://www.mayberrystreetelementaryschool.org).
- 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 receive information during our school council meetings, Back-to-School night, Open House and parent conferences regarding curriculum, academic assessment and proficiency levels students are expected to meet.
  - During Back-to-School Night, monthly Coffee with the Principal and Parent Conferences, teachers and administrators explain and share state standards with parents. Workshops are conducted during our School Site Council meetings and Coffee with the Principal to help parents understand rubrics, standards, and proficiency levels in order to help their child succeed in school.
  - Parent conferences, progress reports, Unsatisfactory/Complimentary notices, and report cards help parents understand their child's academic proficiency.
  - The Title I Coordinator will explain CELDT, ELPAC and SBA testing and how the school uses the results of the test to inform instruction.
- 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.
  - Parents are invited to attend SSC and EL Subcommittee meetings and participate in decisions related to their child(ren).
  - All support personnel are available to meet with parents to discuss individual student needs.
  - All oral and written communication is translated into Spanish.
- 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**

**Mayberry Street Elementary** 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.
  - During our annual Back-to-School night, at the beginning of the school year, teachers explain to parents the state content standards. Parents are also given tips on how to monitor progress and improve the achievement of their children.
  - Teachers explain the connection between the content standards, grades, and state testing measures during parent conferences.
  - The Title I Coordinator provides training for parents, during parent meetings on the various tests that students take during the school year. The training workshops are announced at our monthly council meetings.
- 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.

- We have annual family nights (Literacy Night and STEM Night) that are spread out throughout the academic year.
- Monthly Coffee with the Principal meetings.
- Monthly parent advisory committee and School Site Council meetings.
- Monthly parent newsletters in English and Spanish which provide techniques on how to help your child at home.
- Meetings with Pupil Services and Attendance counselor.
- 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.
  - Parents volunteer at the school in a variety of ways so that they support the entire school program, including in the classrooms, participating on school advisory/governance committees, beautifying the campus, implementing our Morning Valet Program, serving as ushers during school performances, and through our active Parent-Teacher Association.
  - Community Representative is available in the Parent Center.
- 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.
  - Various outside agencies make presentations to parents on community awareness, health issues etc.
- 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.
  - Mayberry sends monthly newsletters and to parents in both English and Spanish to inform parents about events and programs. The school utilizes the Blackboard Connect phone system and school website to inform parents of special events, changes in schedules, holidays, etc. in both English and Spanish.
  - The School arranges for oral language translation during parent conferences and advisory meetings.
- The school provides support for parent and family involvement activities requested by Title I parents.
  - Title I funds are used to support the activities, and the times of meetings are based upon parent request.
  - Invitations are sent to parents by students, inviting them to student assemblies and performances.
  - Parents are able to serve as volunteers and take part in classroom observation.
  - Parents are able to participate in the planning of our annual fundraiser, a schoolwide/community event.

### **Section III. Accessibility**

**Mayberry Street Elementary** 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 offers interpretation services.

- All information is sent home in English and Spanish.
- The school is ADA accessible.

#### **Section IV: Shared Responsibilities for High Student Academic Achievement**

**Mayberry Street Elementary** 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 during a virtual meeting in the Fall of 2021 and agreed upon through majority vote. Parents are notified of the compact through the school's website, Blackboard Connect, and with a hard copy sent home with students. The compact is provided in both English and Spanish.

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.

- Our school provides high quality curriculum and instruction in supportive and effective classroom environments to enable students to meet California academic standards. We support our students and work hard to provide a welcoming, safe school environment.
- Parents are encouraged to volunteer on-campus by supporting the preparation of student materials, coordinating and facilitating student events and/or chaperoning during field trips.
- Parents are encouraged to support learning at home by providing a quiet time and place and assisting with homework.
- 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
  - frequent reports to parents on student progress
  - reasonable access to staff
  - communication regarding opportunities for parents to volunteer and participate in their child's class and opportunities to observe classroom activities
  - 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

This policy and compact was adopted by Mayberry Street Elementary School on **12/08/22** and will be in effect for the entire school year. It has been distributed to all parents on **01/09/23** and is made available to the local community on our website: <https://www.mayberrystreetelementaryschool.org>