

**Southwest High School**  
**Title 1 Parent Involvement Policy 2016-17**

Southwest High School has jointly developed with and distributed to parents of participating students the following written Title I parental involvement policy. The policy has been agreed on by parents of Title I students and describes the means for carrying out the following Title I parental involvement requirements:

*(Title I Parental Involvement, 20 USC 6318[a]-[f])*

**Policy Involvement**

Southwest High School carries out the following legal requirements in the manner described below:

1. Convene annual meetings to inform parents of participating students of the requirements of Title I and their rights to be involved
  - *Welcome-Home-To-Southwest- a meeting for incoming freshmen with their Link Crew mentors, explaining curriculum, assessments and proficiency levels students are expected to meet (parents are welcomed)*
  - *Back-To-School Orientation- an informational meeting for all parents at the beginning of the school year; its purpose is to assist parents in understanding academic content, standards and assessments and to provide a platform for communication throughout the year.*
  - *Spring Showcase- An informational meeting for all parents in the spring; its purpose is to assist parents in understanding academic content, standards and assessments and to ensure parents stay connected throughout the year.*
  - *Higher Education meetings- a series of meetings to inform parents and students on graduation requirements and college entrance requirements*
  - *Annual Title 1 meeting- an informational meeting to inform parents of all services made available by categorical programs and how they may contribute as equal partners, with a focus on parents of 9<sup>th</sup> grade students.*
  - *Financial Aid Meetings- a series of meetings for juniors and seniors and their parents to provide them with information about financial aid, scholarships and college applications*
  - *Coffee with the Counselors- a meeting for parents to meet the counselors and ask any questions regarding any issues*
  - *All tenth grade parents are invited to attend a conference with their student and counselor to prepare a student plan for graduation*
  - *Annual IB/AP Course informational meetings offered for parents and students.*
2. Offer a flexible number of meetings

*Meetings are offered on different days of the week and at different times in the evening and mornings. Meeting times are determined by the parent group at their first meeting.*
3. Involve parents of participating students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and Title I parental involvement policy\*

*All meetings are announced in the Online Newsletter and via Blackboard Connect. The School Site Council meets on a monthly basis.*
4. Provide parents of participating students with timely information about Title I programs

*Parents are informed via Newsletter, letters home, the school website, at meetings, the Blackboard Connect phone system, the Parent Portal, and on the school Marquee.*
5. Provide parents of participating students with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet.

*Parents are informed during the listed meetings above and also with their annual parent-student counselor meeting.*

6. Provide parents of participating students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.

*All parents are invited to attend all meetings by special invitation in the mail, through the student bulletin and home telephone calls in English and in Spanish.*

The School Site Council (SSC) is a group of parents, students, classified employees and teachers. The SSC is an organization that is elected by their peers to work with the principal to create a plan for school improvement.

*The English Language Acquisition Committee (ELAC) is a group of parents that work with the Supervisor of Instruction to make sure that the school has programs in place to provide English Learners with the necessary opportunities to graduate.*

*\*\*If a school has in place a process for involving parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children.\*\* (20 USC 6318[c][3])*

### **Shared Responsibilities for Increasing Student Academic Achievement**

Southwest High School has jointly developed with and distributed to parents of participating students 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 California content standards. The compact describes the following items in addition to items added by parents of Title I students. (A copy of the compact is attached to this policy.)

1. The school's responsibility to provide rigorous-quality curriculum and instruction
2. The parents' responsibility to support their children's learning
3. The importance of ongoing communication between parents and teachers through, at a minimum, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program

### **Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership among Southwest High School, parents, and the community to improve student academic achievement, SHS carries out the following legal requirements in the manner described below:

1. Assist parents in understanding academic content and achievement standards and assessments and how to monitor and improve the achievement of their children.

Parents will be notified at various times, throughout the year:

- *Annual conferences with parents- for everyone*
- *The 10<sup>th</sup> Grade Advisement- completed by the end of their sophomore year with parents*
- *Report card grades mailed home quarterly and posted on the Parent Portal*
- *Progress Reports and Deficiency notices mailed home*
- *Welcome-Home-To-Southwest for incoming freshmen and their Link Crew Mentors*
- *Skills Remediation Workshop- for sophomores at-risk of not meeting standards*
- *Back-To-School Orientation- for everyone*
- *Spring Showcase- for everyone*
- *Meetings with students and parents for At Risk 9<sup>th</sup> graders and beyond*
- *Higher Education Presentations- for juniors and seniors*

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- *Coffee with the Counselors- for everyone*
  - *Annual Title 1 and parent educational meeting in the fall*
  - *Financial Aid Meetings –with juniors and seniors and their parents*
  - *Annual IB/AP Course parent informational meetings*
2. Provide materials and training to help parents work with their children to improve their children's achievement.
- *Welcome-Home-To-Southwest- a meeting for incoming freshmen and their Link Crew Mentors (parents are encouraged to attend and welcomed)*
  - *Intervention Study Team Meetings- a meeting for students at risk of not graduating or passing their courses*
  - *Back-To-School Orientation- an informational meeting for all parents at the beginning of the school year*
  - *Spring Showcase- an informational meeting for all parents in the spring*
  - *Higher Education meetings- a series of meetings to inform parents and students on graduation and college entrance requirements*
  - *Annual Title 1 meeting – an informational meeting to inform parents of all services available*
  - *School master activity calendar on the school's website*
  - *SHS Library website*
  - *English classes are provided through our Adult Education classes*
  - *Parent Portal—parents may look at their students' grades, attendance and transcripts online*
3. Educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.
- *Staff Development Days, Department Chair Meetings, New Teacher Meetings and Faculty Meetings*
4. Coordinate and integrate parental involvement with other programs and conduct activities that encourage and support parents in more fully participating in the education of their children.
- *Booster Clubs*
  - *Athletic and Academic Award Nights*
5. Distribute information related to school and parent programs, meetings, and other activities to the parents of participating students in a format and, to the extent practicable, in a language the parents understand.
- *All written/oral communication is translated to Spanish*
  - *Letters sent home (Eng./Sp.)*
  - *Blackboard Connect phone system*
6. Provide support for parental involvement activities requested by parents.
- *Recommendations made by the SSC are implemented in the Single Plan for Student Achievement*

### **Accessibility**

Southwest High School, to the extent practicable, 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 parents of Title I students understand.

SSC Approval Date: February 1, 2016

Board of Trustees Approval Date: \_\_\_\_\_

**COMPACT BETWEEN OUR SCHOOL AND OUR HOME**

***The Student Pledge***

I realize that my education is important. I know that I am the one responsible for my own success.

**AS A STUDENT, I AGREE TO BE RESPONSIBLE FOR THE FOLLOWING.**

- Attend all classes on time and be prepared to do my best
- Request help from my teachers or other programs when I need it
- Respect myself and the rights of others to learn and to grow in a safe environment
- Follow all school and classroom rules
- Turn in on time completed assignments that are my own and that meet expectations
- Spend necessary time at home to ensure my academic success
- Participate in activities that foster responsible behavior
- Strive to do my best on all academic requirements

***The School Pledge***

We understand the importance of an excellent education through high quality curricula and instruction for each student and our role as teachers as positive models.

**AS A SCHOOL, WE WILL BE RESPONSIBLE FOR THE FOLLOWING:**

- Provide trusting and positive relationship between student, teacher and staff
- Strive to provide high quality curricula and instruction that will address the individual needs of your student
- Communicate regularly with students and parents
- Assign pertinent academic work with clear instructions
- Encourage students to read daily at school as well as at home
- Participate in staff development
- Provide a nurturing and safe environment

***The Parent's Pledge***

I understand that my participation in my child's education will help his/her progress and his/her attitude

**AS A PARENT, I WILL BE RESPONSIBLE FOR THE FOLLOWING:**

- Ensure necessary time for studying
- Be supportive of school rules regarding homework, discipline and attendance
- Make sure my child gets enough sleep and follows a healthy diet
- Participate in school functions
- Engage in daily dialogue with my child to better understand and share in his/her experiences
- Read all information sent home from the school and call the school with any questions I may have

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*Print Student Name*

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*Student Signature*

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*Date*

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*Print Parent Name*

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*Parent Signature*

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*School Principal's Signature*