



Title I, Part A School-Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c).

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How is the policy made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

Potter Jr. High School has developed a written Title I parental involvement policy with input from Title I parents based on information and feedback received at PTA, ELAC, and other parent forums. It has distributed the policy to parents of Title I students at our fall parent learning and leadership event, as well as distributed at ELAC and posted on the PJHS website. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

To involve parents in the Title I, Part A programs, the following practices have been established:

The school convenes an annual 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.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]). Add details about the annual meetings in the box below:

ELAC /Title I Parent Meeting - Friday, September 29, 2023 at 8:30am.

School Site Council Meeting- Wednesday, October 4, 2023

PTA General Meeting- Monday, October 23, 2023

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]). Add details about the meetings in the box below:

All meetings involving parents are offered during the school day , after school, or in the evenings and off site in some cases, and are supported with childcare supervision, interpreters, and expert support.

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]). How does the school involve parents?

Parent involvement opportunities include: School Site Council, school newsletter, DELAC and ELAC meetings, Parent Lighthouse (coming soon), PTA, LCAP Coffee and Conversation meeting, Coffee with the Principal meetings, parent workshops and district/school surveys.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c)(4)[A]). How does the school provide the information?

The school provides parents with information via emails, website calendar and flyers, school and/or classroom newsletters and weekly flyers are sent home, via Peachjar, Twitter, and Facebook. Additionally, teachers communicate with parents as needed.

The school provides parents of Title I, Part A students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet (ESSA Section 1116[c][4][B]). How does the school provide the information?

Information is provided through School Site Council, Coffee with the Principal meeting, PTA, ELAC meetings as well as Back to School Night, Parent/Teacher/Student Conferences, Progress Reports, and Report Cards.

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]). How does the school provide the opportunities?

ELAC, PTA, SSC and parent training events are examples of ongoing and consistent means for allowing parent participation in conversations and decision-making meetings of the education of their children.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact 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, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]).

The school provides Title I parents with opportunities to attend ELAC meetings, Coffee with the Principal, SSC, PTSA, Reclassification Parent Workshops, and Parent/Teacher/Student conferences.

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

Back to School Night, Student-led Parent Teacher Conferences, Progress Reports and Trimester Report Cards, Social Media, Coffee with the Principal, and Parent Workshops.

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions, and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

To improve school-home partnerships, the school educates staff during staff meetings, PLCs, Leadership Team meetings, and Lighthouse Team meetings. Support is provided by the school social worker, Bilingual School Community Support Services Assistant, and school counselors.

The school coordinates and integrates the Title I, Part A parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children (ESSA Section 1116[e][4]).

Parents of English learners and new families to the community have access to a Bilingual Community/School Support Services Assistant to help them navigate their concerns. In addition, parents have access to district-wide parent nights, Spanish Family Technology Communication Night, the 10/11, and Migrant Ed Parent meetings. Furthermore, the school offers parent workshops to help understand the EL reclassification process (10/18/23).

The school distributes Information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

Printed materials are posted to the website, delivered through Peachjar, and some paper versions go home in Wednesday folders or are offered in the front office in both English and Spanish.

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]).

<ul style="list-style-type: none">• <i>Back to School Nights</i>• <i>Parent Workshops</i>• <i>Parent/Teacher/Student Conferences</i>• <i>Leadership Rallies</i>• <i>Lunch on the Lawn</i>• <i>DELAC/ELAC</i>• <i>PTSA</i>	<ul style="list-style-type: none">• <i>SSC/DAC</i>• <i>Migrant PAC meetings</i>• <i>Coffee and Conversations with the Principal</i>• <i>Family Movie Nights</i>•

The school provides opportunities for the participation of all Title I, Part A parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand (ESSA Section 1116[f]).

Please attach the School-Parent Compact to this document.

This policy was adopted by the Potter Jr. HS on September 29, 2023 and will be in effect for the period of September 29, 2023 to May 31, 2024.

The school will distribute and/or share the policy with all parents of students participating in the Title I, Part A program on, or before September 30, 2023.

Alejandro Gonzalez

Signature of Authorized Official

October 23, 2023

Date

California Department of Education
July 2018