

Title I School Parent Involvement Policy

Harbor High School 2021-2022

Each Title I school in Santa Cruz City Schools (SCCS) is required to develop a written parent involvement policy to describe how the school will support and increase parent involvement. This policy is developed with parents, includes participation from all appropriate advisory committees, and is reviewed and updated annually and agreed upon by the School Site Council. The written parent involvement policy must include how parents will be informed of the school's Title I program requirements.

Harbor High School has developed a written Title I parental involvement policy with input from parents.

The Title 1 policy is provided to parents in the summer registration forms and reviewed annually at our Back to School Night. Harbor's Parent Involvement Policy is also reviewed by staff. We distribute the policy to Harbor parents of Title I students multiple times throughout the year including at ELAC and School Site Council meetings, and it is posted on our website. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(c)-(f) inclusive].

POLICY INVOLVEMENT

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

- The school convenes an annual meeting at **Back to School Night** and our **first ELAC 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 offers a flexible number of meetings for parents, such as meetings in the morning or evening.*
 - **School Site Council, monthly at 3:00pm**
 - **Principal and Friends coffee, monthly at 8:30am**
 - **ELAC, monthly at 6:00pm**
 - **Boosters, monthly at 7:00pm**
 - **Counseling and school information nights throughout the year, 6:00pm***all meetings include Spanish translation
- 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 and the Title I parental involvement policy.
 - **Annual district surveys ask for input from parents**
 - **Every parent event requests review and suggestions for improvement**
- The school provides parents of Title I students with timely information about Title I programs.
 - **Parent newsletters, all parent meetings/events, School Site Council provide parents with timely information about Title 1 programs.**

- The school provides parents of Title I 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.
 - **The school staff provides information about curriculum, local and state assessments and proficiency levels students are expected to meet.**
 - **Back to School night and Open House provide two annual opportunities to share the curriculum used at the school and our website includes course descriptions.**
 - **Our School Community Coordinator shares ELPAC assessment and expected proficiency levels at ELAC meetings.**
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
 - **Parents are welcome on the Harbor campus to meet with counselors, staff, teachers, or administrators**
 - **Counselors host grade level meetings with parents and meet with parents to discuss their children's education**
 - **All monthly meetings are an opportunity for parents to participate in decisions relating to the education of their children.**

SHARED RESPONSIBILITIES FOR HIGH ACADEMIC ACHIEVEMENT

Harbor distributes a school-parent compact to parents annually. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. **The compact was developed based on parent feedback and frequently asked questions by parents about their child and how they can be involved in their child's education.**

The school-parent compact describes specific ways the school and families will partner to help children achieve the State'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 the state's academic achievement standards
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and school.

The school-parent compact is distributed to parents annually in our back to school materials.

BUILDING CAPACITY

Harbor engages parents in meaningful interactions with the school. We support 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 parents with materials and training to help them work with their children to improve their children's achievement.

- **Harbor hosts several parent information and education nights to families, including college preparation events, International Baccalaureate information, Back to School events, grade level college preparation nights, 9th grade course planning workshops and more. All are in English and Spanish.**
- With the assistance of parents, the school educates staff members about the value of parent contributions, and in how to reach out to, communicate with and work with parents as equal partners.
 - **Staff meetings and weekly messages to staff include parent survey feedback and anecdotal feedback. Staff is invited to attend all community meetings where parents are invited. Parent feedback is asked at all school wide events.**
- The school provides parents with assistance in understanding the State's academic content standards, assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children.
 - **Two progress grades are mailed home prior to semester grades being posted on transcripts**
 - **Parents learn how to access their students records, including results of standardized tests, in our student information system**
 - **Results of standardized tests and how to read results are mailed to parents**
- The school coordinates and integrates the Title I 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.
 - **Harbor includes a full time school community coordinator to act as a liaison to parents and provides resources to parents.**
 - **Our school community coordinator recruits and teaches parents to lead and participate in DLAC and ELAC meetings as well as interprets at all school events.**
 - **All parents are partners and welcome at school and in our offices for meetings, concerns, or questions to be able to fully participate in the education of their children.**
- The school distributes Information related to school and parent programs, meetings, and other activities to parents in a format and language that the parents understand.
 - **All communication provided to parents is provided in English and Spanish.**
- The school provides support for parental involvement activities requested by parents.
 - **Parents are offered activities based on their input and interest, such as counselor information events and all school webinars. All events include translation to support parent involvement in activities.**

ACCESSIBILITY

Harbor provides opportunities for the participation of all 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.

- **Parents are provided information and school reports in a format and language through the use of translation of parent materials and interpreters for parents at meetings.**
- **Access to all facilities and parking are provided to parents with disabilities.**

Adapted from <http://www.cde.ca.govf>

Revised on 9/12/14