



Los Angeles Unified School District
Sylmar Charter High School
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Title I School-Level Parent and Family Engagement Policy 2019-2020

Sylmar Charter High School 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 Parent Involvement policy was developed in collaboration of parents, students, and staff. All stakeholders provided input during the School Site Council Meetings and approved on **November 12, 2019**. Parent Involvement policy was mailed out to parents in their home correspondence language.

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 Sylmar Charter High School, 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. **Every year Sylmar Charter High School holds the Title I Annual Meeting at 4:30 pm before Back to School Night commences and are given the opportunity to ask questions.**
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. **Sylmar Charter High School holds its Title I Annual meeting and throughout the year presents to ELAC and SSC.**
- 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. **On a monthly basis, the staff, School Site Council and English Learner Advisory Council meet to discuss Title I programs and makes edits and suggestions to continue to support our Title I population.**
- The school provides parents of Title I students with timely information about Title I programs. **Sylmar Charter High School sends parents notification in their home language 72 hours in advance for any parent meetings, school events and council meetings. Intervention and Credit Recovery programs are advertised to families at least 2 weeks in advance of the start of each program.**
- 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. **Sylmar Charter High School teachers**

provide parents with course syllabi at Back to School Night. The syllabus breaks describes class rules, curriculum, assessments and grading scale. Sylmar Charter High School sends out notification to parents (in their home language) when students take District assessments and benchmark assessments.

- 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. **Sylmar Charter High School has a minimum of 6 meetings for School Site Council (SSC) and English Learner Advisory Council (ELAC) Meetings where parents have the opportunity to voice their suggestions and concerns about the Title I programs. ELAC also meets monthly and advises the SSC on how the school can best support English Learners.**
- If the School Plan for Student Achievement is not satisfactory to Title I parents, the reasons will be shared in this policy. **Sylmar Charter High Schools' School Plan for Student Achievement (SPSA) is available to all parents, stakeholders, and community members. Sylmar Charter High School collaborates with all stakeholders to build consensus on how to best implement the SPSA and support all students.**

Section II: Building Capacity for Involvement

Sylmar Charter High School 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. **Sylmar Charter High School provides workshop opportunities for parents to increase their understanding of state/local assessments; federal, state, and local compliance requirements, school-wide intervention enrichment programs.**
- 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. **Sylmar Charter High School has dedicated staff members who works closely with foster youth families and monitoring student academic, social, and emotional achievement and development.**
- 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. **Sylmar Charter High School invites parents to participate and have a voice on our School Site Council, English Learner Advisory Council, and Local School Leadership council. Parents are also invited to sign up for the Parent Portal (Schoolzy), so they can send direct messages to their students' teachers and see students grades. There are also various workshops offered to parents throughout the year to prepare them to provide the proper support to their child at home in terms of academics and**

social emotional development. Staff professional development is provided annually to build employee capacity around the importance of and means to increase parent engagement.

- **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. The Sylmar Charter High School Parent Center is open to our parents Monday through Friday from 8am- 12pm, and has various opportunities for parents to volunteer, work on school projects, and receive free ESL courses and workshops that help support the understanding of their child’s academics and social development.**
- **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. Sylmar Charter High School sends home flyers and invitations about important school activities and meetings 72 hours in advance in both English and Spanish. We also use Blackboard Connect to send whole school or individual groups messages in the parents’ home language.**
- **The school provides support for parent and family involvement activities requested by Title I parents. Sylmar Charter High School assist parents who need child care in the parent center during workshops, Coffee with the Principal, and during School Council meetings. English to Spanish translation services are also provided.**

Section III. Accessibility

Sylmar Charter High School 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. **Sylmar Charter High School’s Title I funds are allocated as necessary, in order to increase parent participation in school-wide decision-making and to better facilitate parental involvement. Recommendations and input is solicited and taken from parents as indicated in a specified agenda item on the SSC and ELAC councils to tailor training to the requested needs of parents. All information provided to parents comes in English and Spanish. Parents of English Learners, Special Education, and Migrant students have equal access for participation and information.**

Section IV: Shared Responsibilities for High School Student Academic Achievement

Sylmar Charter High School distributes to parents of Title I students a School-Parent Compact, which 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-parent-student compact details the responsibilities of each of the three groups of stakeholders to support achievement proficiency for ALL students. A revised compact is designed with the input of parents and stakeholders that will be more reflective of the work within the school. The compact is revised annually by School Site Council members and is included in the School Plan for Student Achievement.

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. **All parents are able to volunteer at our school by simply signing up on the LAUSD Volunteer System and provide a current TB test and a Megan's Law background check to ensure student safety. Once cleared through the system, parents can volunteer in the classroom, campus activities and events, Booster Club, athletic games, and trips. Parents are invited to participate in our weekly parent workshops in order to receive strategies and techniques to better support their student. Communication of all these events is through parent letters, flyers, automated calls, email, and Parent Portal (Schoology).**

- The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet California's academic standards
- The ways that parents can volunteer in their child's classroom
- The ways that parents can participate, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.
- The ways parents will be responsible for supporting their children's learning.
- The importance of ongoing communication between parents and teachers on an ongoing basis through, at a minimum, the following:
 - Annual Student-Parent-Teacher conferences at Sylmar Charter High School 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 Sylmar Charter High School on **November 12, 2019** and will be in effect for the entire school year. It has been distributed to all parents on **November 22, 2019** and is made available to the local community by **placing it on our schools website and accessible to all stakeholders interested in the information by which Sylmar Charter High School functions.**