



Commitment to Excellence

Topaz Elementary School
3232 Topaz Lane
Fullerton, Ca. 92831
(714) 993-9977/Fax (714) 993-1284

Christa Borgese, Principal

Topaz Elementary School
Title I School-Level Parental Involvement Policy

Topaz Elementary School has developed a written Title I parental involvement policy with input from Title I parents. Parent input was gained from parents at a number of forums. At the Back to School Night Parent/Title 1 Meeting results of the last year and the contribution made by parents to attain that success are discussed. Suggestions of how the parents could continue their successful involvement, and the programs and special features of a Title 1 School are discussed. The discussion of a parent's right to be involved in their child's education provided a good time for input of how parents can be involved. The first ELAC and the first SSC meetings of the year provide another opportunity for parents to discuss their involvement and the development of a policy. We have distributed the policy to parents of Title I students through the mail. Topaz Elementary School's policy describes the means for carrying out the following Title I parental involvement requirements. [Title I Parental Involvement, 20 USC 6318(a)-(f)]

The Involvement of Parents in the Title I Program

Topaz Elementary School does the following:

- a. Convenes an annual meeting to inform parents of participating students of the requirements of Title I and their rights to be involved in the Title I program.
 - Annual Title 1 parent meeting held (Fall)
- b. Offers a flexible number of meetings.
 - Back to School Night (evening) September
 - Open House (evening) April
 - Title 1 Parent meeting (evening) (Fall)
 - ELAC (day) four times per year
 - School Site Council (day) four times per year
 - District provided parent trainings (Parent University)
 - Parents Supporting Parents meetings held three times per year
- c. Involves parents of participating students in an organized, timely, and ongoing way in the planning, review, and improvement of its Title I programs and parental involvement policy.
 - See meetings listed above
 - Discussion and signing of the School Parent Compact at the annual parent teacher conferences held in the fall.
- d. Provides parents of Title I students with timely information about the Title I programs.
 - School Site Council meetings which are open to the public
 - Description of programs are presented at the ELAC meetings
 - Outline of programs is presented at Back to School Night/ Title 1 parent meeting

- e. Provides parents of Title I students with an explanation of the curriculum, academic assessments, and proficiency levels students are expected to meet.
- Detailed Parent reports of Academic Achievement are sent home to explain CAASPP results.
 - The whole school results are reviewed in a power point presentation with graphs showing desired results and attained results at the Back to School Night/Title 1 Parent Meeting, the ELAC meeting, and the School Site Council Meeting.
 - Parents are given copies of the California Common Core Standards for the grade level of their child.
 - Standards-based trimester report cards show parents how their student is progressing towards the Common Core Standards.
 - Proficiency levels (Standard Exceeded, Met, Nearly Met, and Not Met) and performance expectations are discussed at parent conferences
 - Periodic District assessments in Language Arts, Writing, and Math provide parents indicators as to the levels of proficiency being attained throughout the year.
 - Regular progress monitoring reports are provided to parents.
- f. Provide parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.
- Administrators and Teachers are available for conferences at regular times (fall parent conferences) as well as whenever a parent or teacher initiates a need.
 - Student Study Teams meet regularly with parents and support staff to discuss individual needs of students.
 - Volunteers are encouraged to be in the school and classrooms.
 - Observations are coordinated through the school office to provide times for parents to observe their child in his class.

School-Parent Compacts

Topaz Elementary School has jointly developed with staff and parents a Parent School Compact to be distributed to parents of Title I students. The Compact outlines how parents, the entire school staff, and students will share the responsibility for improving student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California Common Cores standards. The School-Parent Compact describes the following items in addition to the items added by parents of Title I students:

- a. The school's responsibility to provide high-quality curriculum and instruction.
- b. The parents' responsibility to support their children's learning.
- c. 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

Topaz Elementary School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

- a. Assists parents in understanding academic content and achievement standards and assessments and how to monitor and improve the achievement of their children.
- Detailed Parent reports of Academic Achievement are sent home to explain CAASPP results.
 - Parents are given copies of the California Common Core Standards for the grade level of their child.
 - Standards-based trimester report cards show parents how their student is progressing towards the Standards.
 - Proficiency levels (Standard Exceeded, Met, etc.) and performance expectations are discussed at parent conferences
 - Periodic district assessments in Language Arts, Writing, and Math provide parents indicators as to the levels of proficiency being attained throughout the year.
 - Regular progress monitoring reports are provided to parents.
- b. Provides materials and training to help parents work with their children to improve their children's achievement.
- CBET (English Classes)
 - Checkout of school materials (extra support books, Leap Pads and books, math manipulatives and games)
 - Parent meetings to teach parents how to help their children with homework, get the most out of summer school, and develop reading comprehension, to name a few.
 - Parent Supporting Parents (PSP): Parent information meeting on community resources and involvement provided by Fullerton PD GRIP Program
- c. Educate staff, with the assistance of parents, on the value of parent contributions and how to work with parents as equal partners.
- ELAC
 - SSC
 - Parent survey
 - Results of parent survey placed on staff meeting agenda.
- d. Coordinates and integrates parental involvement with other programs and conducts activities that encourage and support parents in more fully participating in the education of their children.
- CBET
 - Family Nights
 - Use of the Garnet Community Center
- e. Distributes 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.
- Weekly Newsletter
 - All meetings, parent programs, and special days at the school are announced to parents by written communication provided in dual languages.
 - Parent Link phone messages are used in dual languages to remind and inform parents of events.
 - Outdoor messaging board

- Use school website to communicate school events
- f. Provides support for parental involvement activities requested by parents.
 - ELAC
 - Through parent meetings provide training for parents in how to help their students with homework, reading comprehension, math and other topics of parent request.

Accessibility

Topaz Elementary School provides opportunities for all Title I parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and, to the extent possible, a language parents understand, opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students.

- All facilities are handicap accessible
- Meeting times are varied throughout the year
- Translators, as needed, are provided at meetings.
- Written communication from the school to home is in a dual language presentation
- Report cards and progress reports are available in more than one language