

The Board of Trustees recognizes that parents, which includes legal guardians, are their children's first and most influential teachers, and that sustained parent and family engagement in the education of their children contributes greatly to student achievement and a positive school environment. The superintendent or designee shall work with staff and parents to develop meaningful opportunities at all grade levels, for parents to be involved in District and school activities, advisory, decision-making, advocacy roles, and activities to support learning at home.

- A. Parents shall be notified of their rights: (1) to be informed about their children's education; (2) to participate in their children's educational process; and, (3) to have opportunities for parent and family engagement.
- B. The superintendent or designee shall regularly evaluate, and report to the Board of Trustees, on the effectiveness of the District's parent and family engagement efforts, including input from parents and school staff on the adequacy of parent and family engagement opportunities, and barriers that may inhibit parent participation.
- C. Each year the superintendent or designee shall identify specific objectives established for the District's parent and family engagement program for schools that receive Title I funding. He/she shall ensure that parents are consulted and participate in the planning, design, implementation, and evaluation of the parent and family engagement program.
- D. The superintendent or designee shall ensure that the District's parent and family engagement strategies are jointly developed with and agreed upon by parents of students participating in Title I programs. Those strategies shall establish expectations for parent and family engagement, and describe how the District will carry out each activity listed in 20 U.S.C. 6318.
- E. The superintendent or designee shall consult with parents of students participating in Title I programs, in the planning and implementation of parent and family engagement programs, activities, and regulations. He/she shall also involve parents of participating students in decisions regarding how the District's Title I funds will be allotted for parent and family engagement activities.
- F. The superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent and family engagement policy, in accordance with 20 U.S.C. 6318 and section 1116 of the Every Student Succeeds Act.
- G. The superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds, to encourage the support of parents in the education of their children, including strategies describing how the District and schools will address the purposes and goals described in Education Code 11502, which are as follows:
 1. To engage parents positively in their children's education by helping parents to develop skills to use at home, which support their children's academic efforts at school and their children's development as responsible future members of our society.
 2. To inform parents that they can directly affect the success of their children's learning, by providing parents with techniques and strategies that they may

utilize to improve their children's academic success, and to assist their children in learning at home.

3. To build consistent and effective meaningful two-way communication between the home and the school, so that parents may know when and how to assist their children in support of classroom learning activities.
4. To train Family and Community Engagement Specialists (FACES), teachers and administrators to communicate effectively with parents.
5. To integrate parent and family engagement programs into the school's master plan for academic accountability.

The preceding portion of this document is Parent and Family Engagement Board Policy 91300, and the following pages (3-10) are administrative regulations that help to operationalize the policy. The following pages shall be referred to as Parent and Family Engagement 91300-Administrative Regulation (AR).

SECTION A. To ensure that all parents of students participating in Title I programs and of students at non-Title I schools are provided with opportunities to be engaged in their children's education, the superintendent or designee shall:

1. Involve parents of Title I students and of students at non-Title I schools in the joint development of the Title I Local Educational Agency (LEA) Plan/Local Control Accountability Plan (LCAP), pursuant to 20 U.S.C. 6312, and the process of school review and improvement pursuant to 20 U.S.C. 6316. (20 U.S.C. 6318)

The superintendent or designee may:

- a. Establish a district-level committee including parent representatives from each school site to review and comment on the LEA Plan/LCAP, in accordance with the review schedule established by the Board of Trustees.
 - b. Invite input on the LEA Plan from other District committees and School Site Councils, and participate in the District's LCAP stakeholder engagement process.
 - c. Communicate with parents through the District newsletter, web site, or other methods regarding the LEA Plan/LCAP, and the opportunity to provide input.
 - d. Provide parents access to working drafts of the LEA Plan/LCAP, in an understandable and uniform format, and to the extent practicable, in a language the parents can understand.
 - e. Ensure that there is an opportunity at a public board meeting for public comment on the LEA Plan/LCAP, prior to the Board's approval of the plan or revisions to the plan.
 - f. Ensure that school-level policies on parent and family engagement address the role of School Site Councils and other parents, as appropriate, in the development and review of the Single Plan for Student Achievement.
2. Provide coordination, technical assistance, and other support necessary to assist Title I schools in planning and implementing effective parent and family engagement activities, to improve student academic achievement and school performance.

The superintendent or designee may:

- a. Assign person(s) in the District Office to serve as a liaison to the schools regarding Title I parent and family engagement issues.
- b. Provide training, for the principal or designee of each participating school, on Title I requirements for parent and family engagement, leadership strategies, and communication skills, to assist him/her in facilitating the planning and implementation of parent and family engagement activities.

- c. Provide ongoing district-level workshops to assist school staff and parents in planning and implementing improvement strategies, and seek input from parents in developing the workshops.
 - d. Provide information to schools about the indicators and assessment tools that will be used to monitor progress.
3. Build the capacity of schools and parents for strong parent and family engagement partnerships.
- 3.1 The Superintendent or designee shall:
- a. Assist parents in understanding such topics as the state's academic content standards, state and local academic assessments, the requirements of Title I (for Title I schools), how to monitor a child's progress, and how to work with educators to improve achievement outcomes for their children.
 - b. Provide parents with materials and training to help them support their children's success in school, such as training in parent leadership, language development, and the use of technology.
 - c. Educate teachers, student services personnel, principals, and other staff, with the assistance of parents, in the value and utility of parent contributions and in how to: (1) reach out to, communicate with, and work with parents as equal partners; (2) implement and coordinate parent programs; and, (3) build ties between parents and the schools. This also includes integrating parent and family engagement programs into the school's Single Plan for Student Achievement.
 - d. Ensure that information related to school and parent and family engagement programs, meetings, and other activities is sent to parents in a format, and to the extent practicable, in a language the parents can understand.
 - e. Provide other such reasonable support for parent and family engagement activities, as parents may request.
 - f. Inform parents and parent organizations of the existence and purpose of parent information and resource centers, which provide training, information, and support to parents of participating students.
- 3.2 In addition, the Superintendent or designee may:
- a. Regularly evaluate the effectiveness of staff development activities related to parent and family engagement, and also involve parents in the development of training for teachers, principals, and other educators.
 - b. Provide necessary parent education training using Title I funds, if the District has exhausted all other reasonably available sources of funding for such training.

- c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs to enable parents to participate in school-related meetings and training sessions.
 - d. Train parents to enhance the engagement of other parents.
 - e. Arrange school meetings at a variety of times between parents and teachers or other educators who work directly with participating students.
 - f. Adopt and implement model approaches to improving parent and family engagement.
 - g. Develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.
 - h. Make referrals to community agencies and organizations that offer parent education programs, and/or other services that help to improve the educational conditions for parents and families.
 - i. Provide information about opportunities for parent and family engagement through the District and school websites, or other written or electronic means.
 - j. Engage parent-teacher organizations to actively seek out and involve parents through regular communication updates and information sessions.
 - k. To the extent practicable, provide translation services at schools and at parent and family engagement meetings.
 - l. Provide training and information to members of District advisory committees and School Site Councils (SSC) and SSC advisory committees, such as the English Learner Advisory Committee (ELAC), to help them fulfill their functions.
 - m. Include expectations for parent outreach and family engagement in staff job descriptions and evaluations.
4. For schools operating Title I programs and for non-Title I schools, conduct an annual evaluation of the content and effectiveness of the school's parent and family engagement policy, as it pertains to improving the academic quality of the engagement with parent.

The superintendent or designee shall:

- a. Ensure that the evaluation includes the identification of barriers to greater participation in parent and family engagement activities, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy and/or limited technology skills, or are of any racial or ethnic minority background.
- b. Use the evaluation results to design strategies for more effective parent involvement, and if necessary, recommend changes in the school's parent and family engagement policy.

- c. Assess the District's progress in meeting annual objectives for the parent and family engagement program. Notify parents of this review and assessment through regular school communication mechanisms, and provide a copy to parents upon their request. (Education Code 11503)
 - d. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents and staff with the quality and frequency of school and District communications.
 - e. Gather and monitor data regarding the number of parents participating in school and District activities, and the types of activities in which they are engaged.
 - f. Recommend to the Board of Trustees measures to evaluate the impact of the District's parent involvement efforts on student achievement.
5. For schools operating Title I programs and for non-Title I schools, involve parents in school activities.

The superintendent or designee may:

- a. Include information about school activities in District communications to parents.
 - b. To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents of Students With Disabilities.
 - c. Establish processes to encourage parent input regarding their expectations and concerns for their children.
6. The District's Board policy and administrative regulation containing parent and family engagement strategies shall be incorporated into the LEA Plan/LCAP), and made available to parents of students at schools operating Title I programs, and also to parents of students at non-Title I schools.

SECTION B. At each school receiving Title I funds, a written policy on parent and family engagement shall be developed jointly with and agreed upon by parents of participating students. Such policy shall describe the means by which the school will:

1. Convene an annual meeting, at a convenient time, to which all parents-of participating students shall be invited and encouraged to attend, in order to inform parents of their school's participation in Title I, and to explain Title I requirements and the right of parents to be engaged in their students' educational process.
2. Offer a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, child care, and/or home visits may be provided as such services relate to parent and family engagement.
3. Involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school's parent and family engagement policy, and if applicable, the joint

development of the plan for schoolwide programs, which is embedded in the school's Single Plan for Student Achievement.

4. Provide the parents of participating students all of the following:
 - a. Timely information about Title I programs.
 - b. A description and explanation of the school's curriculum, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 - c. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions related to their children's education, and as soon as practicably possible, responses to the suggestions of parents.
5. If the schoolwide program plan is not satisfactory to the parents of participating students, submit any parent comments when the school makes the schoolwide plan, which is embedded in the Single Plan for Student Achievement, available to the District.
6. Jointly develop with the parents of participating students a school-parent compact that outlines how parents, the entire school staff, and students will share responsibility for improved student academic achievement, and the means by which the school and parents will build a partnership to help students to be successful in school.

This compact shall address:

- a. The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, which supports participating students' access to required curriculum and mastery of state content standards.
 - b. Ways in which parents will be responsible for supporting their children's learning, such as: monitoring attendance, homework completion, responsible use of technology and social media, volunteering ~~in~~ at the school, and participating as appropriate in decisions related to their children's education, and the positive use of extracurricular time.
 - c. The importance of communication between teachers and parents on an ongoing basis through: (1) parent-staff (administrator, teacher, counselor, or FACES) conferences, at least annually, during which the compact shall be discussed as it relates to the student's achievement; (2) frequent reports to parents on their children's progress; (3) reasonable access to staff; (4) opportunities to volunteer and participate in their student's educational experience; and, (5) observation of classroom activities.
7. Build the capacity of the school and parents for strong parent and family engagement, by eliminating barriers to participation in parent and family engagement activities.
 8. To the extent practicable, provide full opportunities for the participation of parents with limited English proficiency, parents of students with disabilities, and parents of

migrant children, including providing information and school reports in a format and language such that parents can understand.

- a. If the school has a parent and family engagement policy that applies to all parents, it may be amended to meet the above requirements.
 - b. Each school's parent and family engagement policy shall be made available to the local community and distributed to parents of participating students in an understandable and uniform format, and to the extent practicable, provided in a language the parents can understand.
9. Each school receiving Title I funds shall annually evaluate the effectiveness of its parent and family engagement policy. Such an evaluation may be conducted by the School Site Council (SSC), during the process of reviewing the school's Single Plan for Student Achievement, in accordance with Education Code 64001.
10. The principal or designee, jointly with parents of participating students, shall periodically update the school's parent and family engagement policy to meet the changing needs of parents and the school.

Legal Reference:

EDUCATION CODE

- 11500-11506 Programs to encourage parent involvement
- 48985 Notices in languages other than English
- 51101 Parent rights and responsibilities
- 64001 Single Plan for Student Achievement

LABOR CODE

- 230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

- 6311 Parental notice of teacher qualifications and student achievement
- 6312 Local educational agency plan
- 6314 Schoolwide programs
- 6316 School improvement
- 6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

- 35.104 Definitions, auxiliary aids and services
- 35.160 Communications

PUBLIC LAW

- 100-297, 1016(b)

Board of Trustees

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