



TERESA HUGHES ELEMENTARY/MAGNET SCHOOL
Title I School-Level Parent and Family Engagement
Policy
2023-24

Teresa Hughes Elementary/Magnet 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 policy was developed in collaboration with parents and staff members on the School Site Council and parent representatives from the English Learner Advisory Committee. ***The policy is made public on the school website in English and Spanish for all parents.***

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 ***Teresa Hughes Elementary/Magnet School***, the following practices have been established:

- The school convenes an annual meeting at a convenient time, inviting all parents and family members of Title I students, informing them about Title I requirements, the school's involvement in the program, and the right of parents to be involved in the Title I program. ***Parents are notified on the school website, Facebook, ConnectEd, and the Remind or Class Dojo app.***
- The school offers a flexible number of meetings for Title I parents, such as morning, afternoon, or evening meetings. ***Meetings are offered in person or on Zoom.***
- 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. ***Parents are invited to our monthly SSC and ELAC meetings, where they can participate actively in developing and adopting policy.***
- The school provides parents of Title I students with timely information about Title I programs. ***Parents are notified through the school website, Facebook, Remind or Class Dojo app, and ConnectED.***

- 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. ***Parents are given the opportunity to conference with teachers twice a year and participate in student-led conferences where they are provided information on their child's progress.*** Teachers regularly communicate with parents through class apps and send notices regarding student's progress when warranted.
- 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. ***Through SSC and ELAC, parents are given an opportunity to participate in decisions relating to the education of their children. All meetings will be virtual and/or in-person to provide parents flexibility in their participation.***
- If the School Plan for Student Achievement is not satisfactory to Title I parents, parent comments can be submitted on the plan. ***During the School Site Council meeting, parents can formally introduce public comments to be submitted on the plan.***

Section II: Building Capacity for Involvement

Teresa Hughes Elementary/Magnet School engages Title I parents and family members in meaningful interactions with the school to ensure the 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, how to monitor a child's progress, and how to work with educators to improve their children's achievement. ***During Back to School Night and Open House, teachers provide parents with this information during classroom presentations. Parents are encouraged to engage with the LAUSD app and the Parent Portal to monitor their students' progress.***
- 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. ***The Parent Center holds monthly Parent Workshops on various topics to ensure student academic success and provide parents with the skills and tools they need to help their child at home.***

- *With the assistance of Title I parents, the school educates teachers, specialized instructional support personnel, administrators, and other staff about the value and utility of the contributions of parents and family members. **We educate all staff on best practices for communicating with our families and ensure they are collaborated with to build and maintain strong ties with all stakeholders.***
- The school coordinates and integrates the Title I parent and family engagement program with other programs and conducts other activities to encourage and support parents in more fully participating in their children's education. **Our Parent Center provides a welcoming environment where parents can be informed about our school events, remain engaged, and become involved in the volunteer program.**
- 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. **All materials sent home are translated into Spanish and English to ensure parent engagement.**
- The school provides support for parent and family involvement activities requested by Title I parents. **Activities include Coffee with the Principal, ELAC, SSC, and local surveys to gain feedback regarding parent/family needs.**

Section III: Accessibility

Teresa Hughes Elementary School/Magnet 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. School reports are made public on the California Dashboard

for parents to access and on the school website.

Section IV: Shared Responsibilities for High Student Academic Achievement

Teresa Hughes Elementary/Magnet School distributes a School-Parent Compact to parents of Title I students. **It is attached to this policy.** The Compact, jointly developed and approved by parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. ***The school developed the Compact with parent input and agreed upon it during the School Site Council Meeting. The Compact is posted on the school website in both English and Spanish.***

The Compact describes how the school and families will build and develop partnerships to help children achieve California's high academic standards. It addresses the following legally required items and 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 California's academic standards
- The ways that parents can volunteer in their child's classroom
- The ways that parents can participate in, 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 parent-teacher conferences in elementary schools 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.

Members of the School Site Council adopted this policy and compact on January 18, 2024, and will be in effect for the entire school year. This policy can be amended each year when the School Site Council meets on the third Thursday of the last meeting in December. It was distributed to all parents on January 22, 2024, and is available to the local community on our school website. This policy is a companion document to the School Plan for Student Achievement. If there are concerns about the School Plan for Student Achievement, parents can submit their concerns to Ms. Adriana Cortez. The school principal will submit the comments with the School Plan to the Federal and State Education Programs Office for submission to the state.

Lastly, the LAUSD Title I Parent and Family Engagement Policy is sent to parents each year and applies to all parents at Title I schools. It is amended periodically to meet the requirements of the Elementary and Secondary Education Act.