



Cesar Chavez Academy Lower School



Parent Involvement Plan

In accordance with The No Child Left Behind Act of 2001

Parents, staff, and the building administrator have developed this Parent Involvement Plan in accordance with NCLB Section 1118 activities which are accomplished at **Cesar Chavez Academy Lower Elementary School** in the ways listed in each section.

NCLB Section	Ways in which <u>Cesar Chavez Academy Lower Elementary School</u> Staff Accomplish these Activities
<p>1118 (c) (1) Convene an Annual Title I Parent Meeting at a time convenient to parents to inform parents of the Title I requirements and their right to be involved</p>	<p>An annual Title I meeting is held through our Parent Leadership Institute which includes information for parents on:</p> <ul style="list-style-type: none"> ● Academic opportunities ● targeted interventions ● Summer School ● Parent Workshops ● Curriculum Support ● Supplies and materials to reinforce core programs ● Title I Support Staff ● Technology <p>Title I information is also delivered to families through our new student orientation and newsletters</p> <p>Periodic Meeting are held throughout the year to inform parents of any updates</p>
<p>1118 (c) (2) Offer flexible number of meetings at times convenient to parents and provide transportation, child care, or home visits as it relates to parent involvement</p>	<p>Meetings are offered at times convenient for parents and if needed, transportation, child care, and home visits can be arranged:</p> <ul style="list-style-type: none"> ● Parent Leadership Institute meetings are held weekly ● Afterschool informational meetings are held throughout the year ● Child care is provided ● Home visits are scheduled on an as need basis
<p>1118 (c) (3) Involve parents in an ongoing and timely way in the planning, reviewing, and improvement programs under Title I, including the development of the Parent Involvement Plan and school wide Plan</p>	<p>Parents are involved in the development of the school improvement plan and Title I Program development in the following ways:</p> <ul style="list-style-type: none"> ● Curriculum/Open House nights ● School Improvement Committees ● School Advisory Board ● Parent feedback/input on current/new programs, initiatives and practices ● Conferences are offered to parents in morning or evening time and phone conferences if needed ● District School Improvement Team

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<p>1118 (c) (4) (A) Provide parents of Title I children timely information</p>	<p>Parents are provided information regarding the school programs in the following ways:</p> <ul style="list-style-type: none"> ● Mid-semester parent conferences (4 times per year) ● Use of planners for daily communication between teachers/parents for 2nd grade ● Monthly school newsletter ● Monthly grade level newsletter ● Digital dialer calls - inform parents of any updates ● Informative letter sent out throughout the year ● Response to Intervention letters sent to families of students who have been identified as “at-risk” in reading, math, or behavior and are provided with added academic or behavior support. ● Daily behavior logs ● Letters sent out to students who are “at-risk” in reading or math and are invited to participate in after school tutoring ● Teachers are required to communicate with ALL families at least once a month and keep parent communication logs
<p>1118 (c) (4) (B) Provide parents of Title I children a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure progress, and the proficiency levels students are expected to meet</p>	<p>Parents are provided information about the school’s curriculum, assessments, and proficiency level expectations in the following ways:</p> <ul style="list-style-type: none"> ● Beginning of the year letter on grading policy ● Review of expectations for benchmark assessments during Title 1 meeting ● Parent friendly curriculum ● Data is posted in classroom and office ● Curriculum Open House Nights to review curriculum and benchmark assessments ● End of the year expectations chart/posters ● Parent objective boards in hallways ● Curriculum descriptions found on our website
<p>1118 (c) (4) (C) Provide parents of participating Title I students opportunities for regular meetings to formulate suggestions, to participate in decision making as it relates to their child’s education, and to respond to any suggestions as soon as possible</p>	<p>Parents have opportunities to share suggestions, participate in decision making, and respond to any suggestions in the following ways:</p> <ul style="list-style-type: none"> ● parents provide feedback in periodic surveys ● parent/school leader - instructional coach meetings ● school improvement ● Weekly Parent Leadership Institute meetings ● parent - teacher conferences ● curriculum nights
<p>1118 (c) (5) Ensure that if the school wide program plan is not satisfactory to parents of participating students, submit any parent comments on the plan when the school makes the plan available to the Local Education Agency</p>	<p>If parents are not satisfied with the school improvement plan or programs, they have opportunities to make comments by:</p> <ul style="list-style-type: none"> ● Attending and giving suggestions at School Advisory Board Meetings ● Monthly board meetings ● parents provide feedback in periodic surveys ● parent/school leader - instructional coach meetings ● school improvement ● parent suggestion box ● parent - teacher conferences

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<p>1118 (d) (1) Jointly, with parents, develop a compact that outlines how the entire school staff, parents, and students will share the responsibility for improved student academic achievement</p>	<p>The Parent/School Compact was developed to ensure that all parents are aware of the expectations of the school and their responsibility shared with the school to ensure academic success of their children. Invitations and opportunities for the parents to share their input is provided during:</p> <ul style="list-style-type: none"> ● School Improvement Meetings ● Parent Leadership meetings ● Feedback from surveys
<p>1118 (d) (2) (A) Include a schedule for Elementary Parent/Teacher Conferences, at least annually, during which the Compact will be discussed with parents as it relates to the individual child's achievement</p>	<p>The Student/Parent/Teacher compact will be reviewed during the fall parent/teacher conferences and reviewed during the spring parent/teacher conferences. Teachers are required to have 100% attendance on their conferences to ensure that communication with parents is consistent throughout the year.</p>
<p>1118 (d) (2) (B) Provide frequent reports to parents on their child's progress</p>	<p>Student progress is reported to parents in several different ways at a variety of times throughout the school year including:</p> <ul style="list-style-type: none"> ● Mid -term progress reports ● Four report cards per year ● Phone calls from teachers ● Planners with daily communication with academic or behavior concerns ● Letter's identifying students for qualifying for added support ● All communication to parents is translated to Spanish
<p>1118 (d) (2) (C) Afford parents of children receiving Title I services, reasonable access to staff, opportunities to volunteer, and participate in their child's class, and observation of classroom activities</p>	<p>School staff ensure parents have access to communicate, volunteer and participate in their child's class</p> <ul style="list-style-type: none"> ● During orientation parents are asked to sign up to volunteer in the classroom, help with activities or chaperone events ● Translators are posted throughout the hallways before and after school to support parents when talking to teachers ● Digital Dialer ● Letters sent home throughout the year ● Parent Talent Fair- allows parents the opportunity to come to our school and demonstrate their talents to the school community ● After school events such as, Math Night, Literacy Night, Bingo for Books,...
<p>1118 (e) (1) Shall provide assistance to parents served by the school in understanding the State's academic content standards, the State and Local assessments, and how to monitor their child's progress</p>	<p>School staff annually share the State's content expectations with parents, school wide assessments with parents, and how to monitor their child's progress.</p> <ul style="list-style-type: none"> ● Information is shared during Title 1 meetings ● Parent Workshops ● Parent Teacher Conferences ● All communication to parents is translated to Spanish
<p>1118 (e) (2) Shall provide materials and training to help parents work with their children at home to improve their children's achievement</p>	<p>Staff will provide parents with appropriate materials and offer training in our school to enable them to support their child's academic progress. These include:</p> <ul style="list-style-type: none"> ● bilingual library for parents ● Reading, ESL, and math resource cabinet for parents to check out activities and manipulatives to support their children at home. ● parent computer resource station

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	<ul style="list-style-type: none"> ● Parent workshops through Parent Leadership Institute that address strategies for reading, math, writing, science, ESL, homework, and a variety of other topic that support student achievement ● ESL classes for parents
<p>1118 (e) (3) Shall educate staff in the value and utility of parents' contributions. Staff shall receive guidance in ways to reach out to parents, to communicate with parents, to coordinate and implement parent involvement programs, and to build relationships between the parents and the school</p>	<p>On-going professional development for staff on effective ways to increase parent involvement occurs annually.</p> <ul style="list-style-type: none"> ● Professional Development - Cultural Sensitivity/Parent Engagement (August/September 2015) ● school committees for after school events ● school wide PD on DI and SIOP ● Team building events with parents, students and staff
<p>1118 (e) (4) Shall coordinate and integrate parent involvement programs and activities with other programs that encourage and support parents in more fully participating in the education of their children</p>	<p>Coordination with other programs for parent involvement includes:</p> <ul style="list-style-type: none"> ● Curriculum nights ● Open House ● District/School workshops ● Family Activity nights ● Parent Leadership Institute
<p>1118 (e) (5) Shall ensure information is shared with parents in a language and format they can understand</p>	<p>Information is shared with parents in a language and format they can understand. Examples include:</p> <ul style="list-style-type: none"> ● Newsletters ● School posters ● Flyers ● school communication letters ● reminders ● permission slips ● academic rubrics ● website ● student/parent/school compact ● behavior rubric ● student handbook ● surveys ● agendas ● assignments ● All communication is provided in Spanish and English
<p>1118 (e) (14) Shall provide other reasonable support for parental involvement activities as parents may request</p>	<p>Parents are provided with other reasonable support such as:</p> <ul style="list-style-type: none"> ● bilingual staff ● translated documents ● Child care is provided during parent meetings ● Parent Leadership Institute ● list of community agencies to help with additional needs both academic and social
<p>1118 (f) Shall provide full opportunities for participation of parents with limited English</p>	<p>Staff provide opportunities for full parent participation:</p> <ul style="list-style-type: none"> ● support from Community Liaison ● handicapped accessible facilities ● flexible meeting times

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proficiency, parents with disabilities,
and parents of migratory children

- bilingual translators
- collaboration with community agencies
- newsletters written in Spanish and English
- Website is in English and Spanish