

# **El Rincon Elementary School School Parental Involvement Policy**

## **PART I. GENERAL EXPECTATIONS**

El Rincon Elementary School agrees to implement the following statutory requirements:

- The school will jointly develop with parents, and distribute to parents of El Rincon students, a School Parental Involvement Policy that the school and parents of El Rincon students agree on.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's School-Parent Compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

**PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. El Rincon will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its schoolwide plan in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
  - Include a review of the Parental Involvement Policy and the School-Parent Compact as an agenda item for a School Site Council meeting.
  - Include adoption of the Parental Involvement Policy and the School-Parent Compact as an agenda item for a School Site Council meeting.
  
2. El Rincon will take the following actions to distribute to parents of El Rincon students and the local community, the School Parental Involvement Policy:
  - The Policy will be part of the Parent Handbook which will be accessible on the El Rincon Website.
  - The Policy will be posted on the El Rincon website.
  
3. El Rincon will provide to parents a description and explanation of the California State Standards, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:
  - Links to the California State Standards will be provided on the El Rincon website. Hard copy will be available upon request.
  - The links for California State Standards will be made available to parents in their child's classroom during Back-to-School Night.
  - El Rincon teachers share assessment results during at-risk conferences with parents for students who are at risk of not meeting grade-level standards.
  - El Rincon teachers share assessment processes and results during parent-teacher report card conferences.
  
4. El Rincon will provide parents opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children. El Rincon will address suggestions in a timely manner:
  - Parents are invited to join PTA and participate in monthly meetings.
  - Parents are invited to attend monthly Site Council meetings.
  - Parents meet with El Rincon teachers for parent conferences for students who are at risk at the time of the first grade-reporting period
  - Parents meet with El Rincon teachers for parent-teacher report card conferences.

- Principal will provide regular coffee and chat meetings with parents.
  - Parents may make appointments to speak with school personnel to discuss their children's program at any time during the school year.
5. El Rincon will submit to the district any parent comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents of El Rincon students:
- The members of the El Rincon community are made aware of the Williams Uniform Complaint Procedures in the following ways:
    - Parent handbook which will be accessible on the El Rincon Website.
    - District beginning-of-the-year paperwork
    - Posters displayed in the front office and classrooms

**PART III. SHARED RESPONSIBILITIES TO PROMOTE A HIGH LEVEL OF STUDENT ACADEMIC ACHIEVEMENT**

1. El Rincon will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement in working to improve student academic achievement, through the following activities specifically described below:
- Parents are encouraged to participate in the El Rincon PTA.
  - Parents are encouraged to volunteer in student classrooms, and for school events.
  - Teachers keep an open line of communication with parents.
  - School designs effective forms of school-to-home and home-to-school communications with all families, and provides information and ideas to families about how to help students at home with homework and other curricular-related activities.
2. The school will incorporate the School-Parent Compact as a component of its School Parental Involvement Policy:
- The School-Parent Compact will be included in the Parent Handbook at the beginning of each school year which will be accessible on the El Rincon Website.
  - The compact will be reviewed by the School Site Council and the El Rincon Leadership team at the end of each school year for the following year

3. El Rincon will, with the assistance of the district office, provide assistance to parents of El Rincon students in understanding topics such as the following:
  - \* the State's academic content standards,
  - \* the State's student academic achievement standards,
  - \* the State and local academic assessments including alternate assessments,
  - \* how to monitor their child's progress
  - \* how to work with educators

This will be accomplished through:

- Back-To-School Night
  - Open House
  - Student, Parent, Teacher Conferences
  - Parent Information Nights
  - Coffee and Chats with Principal
4. El Rincon will, with the assistance of the district office, provide materials and training to help parents work with their children to improve their children's academic achievement. Such training might include literacy training and using technology in the following forums:
    - PTA
    - School Site Council
    - Parent Information Nights
    - Coffee and Chats with Principal

#### IV. BUILDING CAPACITY FOR INVOLVEMENT

1. Assisting parents to understand topics such as content and achievement standards, state/local assessments, Title 1 requirements, how to monitor their child's progress, and work with educators to improve the achievement of their child.
2. Providing materials/training to help parents work with their children (e.g., literacy training using, technology, etc.)
3. Educating staff, with the assistance of parents, on how to reach out to, communicate with, and work with parents as equal partners.

#### V. ACCESSIBILITY

1. El Rincon will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents/guardians of El Rincon students in an understandable and uniform format. This will include alternative formats upon request, and, to the extent possible, in a language the parents can understand:

- Information that is sent home is sent in English and in Spanish
- Providing translators when necessary

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**PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed upon by El Rincon parents as evidenced by School Site Council Minutes.

This policy was adopted by El Rincon on \_\_\_\_\_ and will be in effect for the period of \_\_\_\_\_. The school will distribute this policy to all parents on or before \_\_\_\_\_. It will be made available to the local community on or before \_\_\_\_\_. El Rincon's notification to parents of this policy will be in an understandable and uniform format and, to the extent practicable, provide a copy of this policy to parents in a language the parents can understand.

\_\_\_\_\_  
(Principal)  
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