



# Title I School Parent and Family Engagement Policy Franklin High School 2023-2024

Franklin High School and Dual Language Middle School Magnet has developed a written Title I parent and family engagement policy with input from Title I parents and agreed upon by Title I parents. Meetings are offered at various times of the day such as the English Learner Advisory Committee (ELAC) and the School Site Council (SSC), parents are asked to participate in the creation and updating of the Parent Involvement Policy. The school has distributed the policy to parents of Title I students. The school's Parent and Family Engagement Policy is mailed home, posted on the school website and is available at the Franklin's main office.

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 Franklin High 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 about the right of parents to be involved in the Title I program. The meeting occurs in the Parent Center and will be held via ZOOM (Hybrid) and is led by the person in charge of the Title I program at Franklin. Title I meeting will be held at least twice a year.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. Parent meetings such as ELAC, SSC, Parent Workshops and Coffee with the Principal are held at a variety of times including **after school** and evening to better accommodate parents. Coffee with the Principal will have one meeting in English and one in Spanish.
- 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. Title I parents are given an opportunity to share their opinions during various parent meetings including the ELAC, SSC, Coffee with the Principal, Annual Opportunities for multiple Title I Meeting, the School Experience Survey, Parent meetings **etc.**
- The school provides parents of Title I students with timely information about Title I programs. This information is distributed via Connect-Ed messages, newsletters, Coffee with the principal, post on the school website and Schoology, Parent Portal, emails and text messages, etc.
- 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. This is covered in Back to School Night, ELAC meetings, SSC meetings, Coffee with the Principal, Parent Conferences and/or Parent Workshops, Parent meetings and appointments with teachers, A-G meetings, IEP meetings, Franklin High School and Dual Language Middle School Magnet website, School Plan for Student Achievement.
- 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. Parents are able to participate in the decision-making process by attending Coffee with the Principal, and/or ELAC/SSC meetings, sub-committees, parent meetings and parent workshops.

- If the School Plan for Student Achievement is not satisfactory to Title I parents, parent comments can be submitted on the plan. A QR code will be added to the end of the SPSA with opportunity for stakeholders to provide feedback, recommendations and suggestions. SPSA will be shared with parents via Schoology, School website, Parent Center, School Main Office and/or email. A translated copy will be available upon request.

### **Section II: Building Capacity for Involvement**

Franklin High School and Dual Language Middle School Magnet engages Title I parents and family members in meaningful interactions with the school to ensure 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, and how to monitor a child’s progress and work with educators to improve the achievement of their children. This is discussed with parents at ELAC, SSC, and parent workshops such as A-G Requirements, and California State Standards, Parent conferences, Back to School, and Open House.
- 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. This is discussed with parents at ELAC, SSC, and parent workshops including how to read a report card, the LAUSD Parent Portal, criteria for reclassification and various workshops.
- With the assistance of Title I parents, the school educates teachers, specialized instructional support personnel, assistant principals and other school leaders, and other staff about the value and utility of the contributions of parents and family members, and about how to reach out to, and communicate with, and work with parents as equal partners to build ties between parents and the school. This is done in faculty meetings and through professional developments and teacher trainings provided by the District.
- The school coordinates and integrates the Title I parent and family engagement program with other programs, and conducts other activities, such as Parent and Family Centers, to encourage and support parents in more fully participating in the education of their children. Parent workshops to support parents in the education of their child, multiple community engagements activities and Children’s Hospitals workshops. This is discussed with parents at SSC, ELAC, Coffee with the Principal, the School Website, Connect Ed. Phone calls, Virtual Parent Center and Flyers sent via Schoology
- 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 notices and letters are sent home in both English and Spanish. Notices are emailed to students, sent through text, posted on the school website and Schoology. Connect Ed phone messages are also used to notify parents of events happening on campus. Parent Calendars are posted online and in the Parent Center so that parents know what events are coming up. Parent Newsletter will be sent home via Blackboard Connect and accessible in schoology to inform parent of events and important dates.
- The school provides support for parent and family involvement activities requested by Title I parents. Parents are strongly encouraged to become volunteers at the school. The school will make every attempt to provide information and communication related to school and parent programs written in a language that parents can understand, including parents with special needs.

### **Section III. Accessibility**

Franklin High School and Dual Language Middle School Magnet 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 parent’s understand. Most parent meetings are conducted in person and Via Zoom (Hybrid Model). Additionally, Franklin has established a partnership with Sycamore Hathaway, which provides resources such as knowledge about child development, youth advocacy, family support services, and health services to all students of the Title I program.

#### **Section IV: Shared Responsibilities for High Student Academic Achievement**

Franklin distributes to parents of Title I students a School-Parent Compact. It is attached to this policy. The Compact, which has been jointly developed with parents and approved by them, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. At parent meetings such as in the ELAC and SSC, they are asked to participate in the creation and updating of the Parent and Family Engagement Policy. Additionally it was shared via Zoom Meeting, Blackboard Connect, Email, text and school website with the Franklin parent and families for suggestions. After approval by the SSC, the school compact is distributed to all parents of Title I students. In addition to the school-parent compact is sent home, it is also posted on the school website. The Compact describes specific ways the school and families will build and develop a partnership to help children achieve California's high academic standards. It addresses the following legally required items, as well as 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 through: SBAC reports, ELPAC reports, Reading Inventory reports, Reclassification progress, School report cards, PSAT and SAT and Interim Assessments.
- The ways that parents can volunteer in their child's school/classroom, including classroom observations of my child's teachers to help close the achievement gap.
- The ways that parents can participate, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time: Parent conferences, Open House, Back to School Night, 1-on-1 conferences, Schoology/Parent Portal, IEP Meetings, Campus tours.
- The ways parents will be responsible for supporting their children's learning: See Compact
- The importance of ongoing communication between parents and teachers on an ongoing basis through, at a minimum, the following:
  - Frequent reports to parents on student progress, Four-Quarterly Report Cards each semester, Students with IEP's will receive two reports of Progress Towards IEP Goals each semester, RGM Reports (Reading Growth Measure, ELPAC Reports, Attendance reports, Schoology/Parent Portal Information.
  - Reasonable access to staff: Email, Schoology, through counselors, school website, phone calls, office hours, Blackboard Connect, Classroom Monitoring Apps and appointments.
  - 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. Satisfying the language needs of all parents.

This policy and compact was adopted by Franklin High School on January 12 and will be in effect for the entire school year. This policy can be amended each year when ***parents and stakeholders are asked to provide feedback on the PFEP every year during the first semester.*** It has been distributed to all parents on January 31, 2024 and is made available to the local community by multiple modes. The Policy will be posted on the school website, Schoology, Parent Portal, will be sent via Blackboard connect and it will be mailed home. 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 ***Regina Marquez Martinez, the school Principal.*** 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, there is a LAUSD Title I Parent and Family Engagement Policy that is sent to parents each year and applies to all parent at Title I schools. It is amended periodically to meet the requirements of the Elementary and Secondary Education Act.

#### **Approved by SSC Members:**

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