



the school of  
arts + enterprise

295 N Garey Ave  
Pomona, CA 91767

## **TITLE I PARENT INVOLVEMENT POLICY**

The School of Arts and Enterprise (“The SAE” or “School”) has developed a written Title I parental involvement policy with input from Title I parents. Through parent and stakeholder input throughout the 2017-2018 school year, The SAE has distributed the policy to parents of Title I students by [including it in the Parent-Student Handbook, posting it on the school’s website (TheSAE.org) and having copies readily available in the office. This Policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318].

### **Involvement of Parents in the Title I Program**

To involve parents in the Title I program at The SAE, the following practices have been established:

1. The SAE will convene an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
  - 4 SAW Meetings to take place at least once per quarter throughout the school year.
  - 1 EL Empowerment Night to take place during the 2nd semester.
2. The SAE offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
  - Coffee with The Director Meetings to be held monthly from September to May throughout the school year
  - Parent Conferences are held throughout the year based on student/parent need
  - Meet your Major Nights are held in the evenings at the beginning of the school year
  - SAW meetings are held in the evening, quarterly
3. The SAE 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 and the Title I parental involvement policy.\*
  - School Board Meetings held at least quarterly
  - School Site Council (SSC) meetings held at least monthly

4. The SAE provides parents of Title I students with timely information about Title I programs.
  - ParentSquare communication platform
  - Home Mailers
  - Website Updates
  
5. The SAE provides parents of Title I students with an explanation of the curriculum used at the School, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
  - Back to School Night
  - Parent Conferences held twice a year and at parent/teacher/student discretion
  - EL Empowerment Night held during the 2nd Semester
  
6. If requested by parents of Title I students, The SAE provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
  - 504/SST/IEP Meetings (If applicable)
  - Parent Conferences held twice a year and at parent/teacher/student discretion

\*The policy must be updated periodically to meet changing needs of parents and the School. If The SAE has a process in place for involving parents in planning and designing the School's programs, the school may use that process if it includes adequate representation of parents of Title I children. [20 U.S.C. § 6318 (c)(3)]

### **The SAE Family Compact**

The SAE distributes to parents of Title I students "The SAE Family Compact." The Compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The SAE's responsibility to provide high-quality curriculum and instruction .
- The ways parents will be responsible for supporting their children's learning, volunteering in the classroom, and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time .
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and

participate in their child's class; and opportunities to observe classroom activities.

- A commitment to ensuring regular and on-time attendance of all stakeholders.

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### **Building Capacity for Involvement**

The SAE engages Title I parents in meaningful interactions with the School. The School supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, The SAE has established the following practices.

1. The SAE provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
  - Parent Conferences are held throughout the year based on student/parent need.
  - Mastery Learning assessments
2. The SAE provides Title I parents with materials and training, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement, to help them work with their children to improve their children's achievement.
  - PowerSchool Parent training to be held during Back to School Night and SAW Meetings
  - ParentSquare informational videos
  - Technology Agreement
3. With the assistance of Title I parents, The SAE educates staff members about the value of parent contributions, and in how to reach out, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and the School.
  - Invite a parent to participate on the School Site Council board.
  - Invite parents to SAW meetings and help participate & evaluate school programs
  - Coffee with Director encourages parents to provide ideas and feedback.

4. The SAE coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
  - School events are accessible to all and encourages all parents to attend.
  - School informational handouts are available on all campus locations.
  
5. The SAE distributes information related to School and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
  - The school website, Parent Portals with PowerSchool ( SIS system) and ParentSquare ( online communications system) . Spanish version are avail on website and ParentSquare mediums.
  - Mailers include year-long calendar, quarterly newsletters, flyers, upcoming events information, school signage, teacher notifications. All printed materials are in Spanish and English.
  
6. The SAE provides support for parental involvement activities requested by Title I parents.
  - Parents are invited to all school culminations, to include both academic and arts focus learning objectives
  - Parents are encouraged to attend school wide stakeholder meetings such as SAW, EL Empowerment, orientation, awards events.

### **Accessibility**

The SAE provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand, including by:

- Formal document translation
- Translation during all parent meetings
- Facilities are accessible to all parents
- There are no costs associated with parental involvement