

# Title I School-Level Parent and Family Engagement Policy

## *John F. Kennedy High School*

4/19/2024

- 2.0 **With approval from the local governing board, JFK HIGH has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school.** (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

**JFK High School annually surveys parents, students, and families to gather feedback about what is working and areas of improvement around the school's goals and actions. Stakeholders feedback is also gathered at school meetings, Back to School Nights, Fireside Chats and school parent advisory committee meetings such as AAPAC, ELAC, and SSC.**

**To disseminate the Title-I parental and family engagement policy, JFK High School uses the strategies below:**

- **Parent Square**
- **Parent autodialer and email platform**
- **School website**
- **Parent Newsletter**
- **School parent flyer distribution platform**
- **School Facebook page**
- **School Instagram**
- **School Twitter**

**To review and update the effectiveness of the Parent and Family Engagement Policy, JFK High School conducts with the meaningful involvement of parents and family members and annual evaluation of the content and effectiveness of the plan in improving the academic quality of the school and identifying barriers with particular attention to families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background.**

**JFK High School uses the findings of such evaluation to redesign evidenced-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement plan.**

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

The school-level parent and family engagement policy shall describe the means for how JFK High School shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents

to be involved. (20 U.S.C. § 6318[c][1])

- **Using the WCCUSD templates, an annual Title-I Parent Meeting is held in October at Back to School Night, to inform families of the programs and services provided to Title-I students and the value of family engagement.**

**Items provided to all parents at the meeting include:**

- **A directory of resources and services available at the school site.**
- **A directory of all opportunities for parents to participate in advisory and decision making in our school.**
- **A clear description of how and what Title I funds pay for.**
- **A copy of parent-school compact.(Semester II)**
- **A copy of the grade level curriculum**

b) **The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])**

**Kennedy High School, plans, coordinates, and implements family engagement activities such as;**

- **Fireside Chats with the Principal**
- **Principal and Counselor Office hours in the morning and the evening**
- **Parent information nights, workshops, and family events.**
- **Financial Aid/Cash For College Night**

**Fireside Chats are designed opportunities for the community to hear updates from the Principal and school staff on select topics including academic and instructional program, Post-Secondary Readiness, School Operations, the school budget and etc.**

**Principal Weekly Office Hours (Chat and Chew with the Principal) hours are designed for the Principal to have intimate conversations with families and hear how families are experiencing our school through feedback and sharing of concerns, challenges and celebrations.**

**Counseling Office Hours held weekly by appointment for students and families to review transcripts, discuss courses of study and etc.**

c) **The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])**

- **Our Title I parents participate in the ongoing development and monitoring of T-I funds, Parent Policy and programs through our School Site Council (SSC). The SSC is composed of T-I parents who are elected by their peers as well as teachers and classified staff. The SSC follows a district wide process for the development and monitoring of all Title-I programs.**

**The school provides parents of participating children with the following:**

i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

- **JFK High School communicates with families about resources and services available at the site. JFK's primary mode of communication include the following:**

- **Parent Link**
- **Peachjar**
- **Autodialer**
- **School Website**
- **Social Media**
- **Family email**
- **Phone calls**

ii. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

**JFK High School will provide the following:**

- **Parent workshops on the schools curriculum and assessments**
- **Distribute information to families about academic achievement (i.e. report cards, test results)**
- **Guidance Nights, parent nights on curriculum and academics**
- **Fireside Chat on Curriculum and Assessments and interpreting results**

iii. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

- **The School Site Council (SSC), ELAC meet monthly and participate in the school decisions related to the education of their children. The African American Parent Advisory Council is scheduled to meet monthly beginning in January, Families are encouraged to participate in school decision making through participate in the SSC and ELAC.**

iv. If the schoolwide program (SWP) plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

- **All school plans are given to the board for approval.**

## **2.2 Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic

standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

- **JFK High School hosts two Back to School Nights and two Orientations (one in the Spring and one in the Fall) to educate parents on how to support learning at home and how to monitor student achievement.**
- **JFK High School hosts Fireside Chats with the Principal (one in the Spring and one in the Fall) to educate parents on how to support learning at home and how to monitor student achievement.**
- **JFK High School will host two Parent Workshops in the Spring Back on how to support learning at home and how to monitor student achievement.**
- **JFK High School will hold a Chat and Chew in the Spring on to educate parents on how to support learning at home and how to monitor student achievement.**

The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

- **Hosting two Parent Workshop Series in the Spring, in addition to Principal's Fireside Chats will serve as capacity building programs that help parents strengthen their ability to support student achievement, increase two-way communication.**

The school educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])

- **JFK staff will receive training and professional development from the Principal and identified teachers on the value of parent and family communication and engagement.**

The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

- **JFK High School holds parent engagement activities in consultation with other district programs, including State Preschool, Multilingual & Multicultural Programs Department, African American Student Achievement Office, Special Education, and Career Technical Education.**

The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

- **JFK High School communicates with families in their home language regarding resources and services available at the site through the following:**

- Parent Square**
- Parent Link**
- Peachjar**
- Autodialer**
- School Website**
- Newsletter**
- Social Media**
- Email**
- Phone calls**

The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

- **We will offer a selection of Parent and Family Workshops based on the needs and requests of parents gathered through a parent surveys.**

## **2.3 Accessibility**

In carrying out the parent and family engagement requirements of Title I, Part A, JFK High School, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

- **Using district funding, a full-time School Community Outreach Worker who serves as a liaison has been assigned at JFK High School to help improve family engagement.**
- **Fireside Chat with parents**
- **Grade Level Family Orientation**
- **Orientation for Spanish Speaking families**
- **Back-to-School Night**

**2.4 School-Parent Compact** *(If your school has a separate compact to address this requirement, the policy does not need to include this section)*

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*
- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])
  1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*
  2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*
  3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*
  4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])  
*[Briefly describe or list the activities the school will implement to address this requirement.]*

*\*It may be helpful to include the parent and family engagement policy review in the annual review of the School Plan for Student Achievement.*

*\*\*The policy must be updated periodically to meet changing needs of parents and family members and the school. If the school has a process in place for involving parents and family members in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*

*J. Paula Up. Gee*      *4/22/24*  

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*Signature of Principal*