

PARENT / GUARDIAN INVOLVEMENT POLICY

Orangeview Junior High School

2009-2010 School Year

Orangeview Junior High has developed this written Parent/Guardian Involvement Policy based on the requirements provided in the No Child Left Behind Act of 2001 and the subsequent updates.

GENERAL POLICY REQUIREMENTS

With contributions from parents on the School Site Council, other advisory committees and the PTSA, this document was created and will be continually evaluated.

This policy will be posted on the Orangeview Junior High website: <http://orangeview.auhsd.k12.ca.us> and shall be distributed to parents during registration for the 2010-2011 school year. Orangeview Junior High recognizes the importance of parent involvement in the success of its students. With this in mind, we have strived to provide a wide array of resources and activities to assist parents in developing the skills to help their children achieve. The No Child Left Behind Act mandates that the following numbered items be provided by a school receiving Title I funding. The bulleted lists indicate activities that have and/or will take place on campus in order to comply with the federal guidelines. Parents are strongly encouraged to attend such activities and volunteer to participate in school functions.

PARENT INVOLVEMENT IN DEVELOPING/MONITORING POLICY

1. Convene an annual meeting to inform parents of Title I requirements and their right to be involved in the Title I program.
 - ★ The annual Title I Informational meeting is held at Back to School Night.
 - ★ A letter outlining the School wide Title I Program shall be included in the registration packet.
 - ★ Orangeview provides information for parents at the opening day of school Parent Orientation meeting.
2. Offer a flexible number of meetings
 - ★ Meetings are held at a variety of times and, if possible, in connection with other events occurring at the school.
 - ★ Site Council Meetings are held immediately after school.
 - ★ ELAC, Title I and PTSA meetings are held in the evening.
 - ★ Various classes and informational meetings are held at a variety of times throughout the school year.
3. Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and the Parent Involvement Policy.
 - ★ Parent Involvement Policy review is included in the annual review of the Single Plan for Student Achievement (SPSA).
 - ★ Input is gathered throughout the year through surveys and/or discussions with parents at parent activities.

★ A meeting at the end of each school year shall involve parents in the evaluation and revision of the Parent Involvement Policy and the SPSA. Suggestions will be noted and revisions made based on funding availability and practicality. If the plan is found unsatisfactory, such findings will be noted and included in the SPSA under “Review Findings.”

4. Provide parents with:

A. Timely information about programs.

- ★ Invitations to meetings/events sent home in advance.
- ★ Phone call reminders (Tele-Parent) sent in advance of events.
- ★ Orangeview Junior High website updated regularly.
- ★ Bilingual Parent/Community Liaison communication.
- ★ Agenda Planners are used for Parent/Student/Teacher communication
- ★ Zangle! Parent Portal will provide current attendance, grades, etc.
- ★ Renaissance Learning programs (Accelerated Reader, Accelerated Math, STAR Reading, STAR Math, Math Facts in a Flash) provide current information pertaining to achievement levels for students participating in Reading and Math support programs, as does the Inside Program.

B. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.

- ★ Curriculum Letters distributed in all classes and proof of receipt required from parent.
- ★ Curriculum Maps for CORE classes available to parents upon request.
- ★ Standards for most classes are available online at <http://www.cde.ca.gov/ci/>.
- ★ “What to do About Testing” information distributed to parents prior to CST testing in April regarding state assessments.
- ★ School Newsletter sent to parents highlighting activities and upcoming events.
- ★ Website updated regularly to provide information on meetings and school activities.

C. If requested by parents, opportunities for regular meetings to distribute to parents and formulate suggestions regarding participate, as appropriate in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

- ★ Parents are given the opportunity to request additional regular meetings for above listed items, if desired, beyond the regularly scheduled School Site Council, ELAC, PTSA, and Parent/Community Involvement Team meetings. Requests for such meetings can be made through the Title I Office or Counseling office. Such meetings will be scheduled as soon as possible.

5. If the school wide program plan is not satisfactory to the parents, the school will submit any parent comments on the plan when the school makes the plan available to the Local Education Agency.

- ★ When the Single Plan for Student Achievement is evaluated by parents, any dissenting views not able to be resolved will become available to the Local Education Agency, (District Office).

SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

Orangeview Junior High School has worked with parents, teachers, and students to devise a “Parent/Student/Teacher Compact*” that is distributed to students through either their English or Math class. Signed copies are kept on file in the Title I Office for reference throughout the year.

According to No Child Left Behind guidelines, the compact will outline how parents, the entire school staff, administrators and students will share the responsibility for improved 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.

Orangeview Junior High’s Compact shall:

- ★ describe the school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet high academic standards.
- ★ describe ways in which parents will be responsible for supporting their children’s learning.
- ★ describe ways that students are to be responsible for their own success and achievement.
- ★ address the importance of communication between teachers and parents on an ongoing basis.

*A copy of the Parent/Student/Teacher Compact is included at the end of this document.

BUILDING CAPACITY FOR PARENT INVOLVEMENT

According to No Child Left Behind guidelines to ensure effective involvement of parents and support a partnership between the school, parents, and community, Orangeview Junior High shall offer the following:

1. PROGRAM INFORMATION FOR PARENTS: Orangeview Junior High school shall provide assistance in understanding such topics as the state’s academic content and achievement standards, the assessments being used, the requirements of Title I, Part A, and how to monitor their children’s progress and work with educators to improve their achievement.

- ★ Parent meeting on the Opening day of school
- ★ Back to School Night Meetings
- ★ Back to School Night Classroom Visitations
- ★ Curriculum Letters
- ★ Parent-Student-Teacher Compact
- ★ Quarterly Progress Reports and Optional Weekly Reports
- ★ Report Card Night allows staff to hand out first quarter report card information to parents/guardians. All teachers are available for short conferences to discuss individual student performance, share ways to meet class expectations and to answer questions from parents.
- ★ Agenda Planners provided for Student Use and Parent Contact
- ★ Zangle! Computer System Posts Grades, etc.
- ★ Orangeview Junior High Website with Parent and Teacher Links
- ★ SES: Supplementary Education Services Meeting
- ★ Counselor At Risk Student and Parent Meetings

- ★ Parent or Teacher Requested Conferences
- ★ ELAC Committee Meetings
- ★ School Site Council Meetings
- ★ Open House Meetings
- ★ CST/STAR Test Preparation Meeting

2. MATERIALS AND TRAINING: Orangeview Junior High shall provide materials and training, such as literacy training and training on how to use technology, to help parents work with their children to improve achievement.

- ★ Parent Website Training and use of Zangle Parent Portal
- ★ Parent Computer Classes
- ★ Alcohol, Tobacco, Drug, Awareness materials/information
- ★ “How to Control Your Out of Control Teen” materials/information
- ★ Understanding State Testing materials/information
- ★ Parent Informational Brochures, Videos, CDs available through the Counseling Office
- ★ Information on District Adult Education classes
- ★ Information on Public Library Literacy Programs

3. EDUCATE EDUCATORS: Orangeview Junior High shall educate teachers, pupil services personnel, principals 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.

- ★ Tele-Parent Trainings
- ★ Zangle! Trainings
- ★ Renaissance Learning Trainings
- ★ District Parent Involvement Coordinator Trainings
- ★ School Site Council/CTA Trainings

4. COORDINATE SUPPORT PROGRAMS: Orangeview Junior High shall, to the extent feasible, coordinate and integrate special programs on campus that encourage and support all parents in more fully participating in their students’ education.

- ★ Use at least allotted percentage of all categorical funds in building parent involvement.

5. UNDERSTANDABLE COMMUNICATION: Orangeview Junior High shall ensure that information related to school and parent programs, meetings and other activities is sent to the parents of participation children in a format and, to the extent practicable, in a language the parents can understand.

- ★ All printed information sent home in English and Spanish; other languages upon request.
- ★ Tele-Parent calls sent in home language.
- ★ Bilingual Instructional Assistant provides translations at meetings and activities.

6. OTHER REQUESTED ACTIVITIES: Orangeview Junior High shall provide such other reasonable support for parental involvement activities as parents may request.

DISCRETIONARY ITEMS

*Though not required by No Child Left Behind, the following items are listed in the guidelines as discretionary and may be implemented upon consultation with parents, staff, and students.

1. The school may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
2. The school may provide needed literacy training if the district has exhausted all other available resources of funding for such training.
3. The school may pay reasonable and necessary expenses, such as transportation and childcare to enable parents to participate in school-related meetings and trainings.
4. The school may train parents to enhance the involvement of other parents.
5. The school may arrange school meetings at a variety of times, or conduct in-home conferences, if parents are unable to attend at school.
6. The school may adopt and implement model approaches to improving parental involvement.
7. The school may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

ACCESSIBILITY

As required by law, Orangeview Junior High, to the extent practicable, shall provide full opportunities for the participation *of parents with limited English proficiency, parents with disabilities, and parents of migratory children*, including providing information and school reports in a language such parents understand.

REVIEW

The California Department of Education shall review this parent involvement policy periodically to determine if the policies and practices meet the No Child Left Behind requirements.

ADOPTION

This policy shall be included in the Single Plan for Student Achievement (SPSA) and adopted as part of that document. Proof of this will be found on the Recommendations and Assurances page in the SPSA. If there are any unsatisfactory findings, they will be included in the "Review Findings" section of the SPSA.