

We want you to know that your involvement--as parents and caregivers of our students--is very important to our school. Did you know that family involvement is one of the main things affecting students' academic achievement and overall experience at school?

In this document, we want to share all of the different ways that our school is committed to involving families in our policies and our everyday actions. We take these responsibilities seriously, not just to fulfill our requirements, but because it's what's best for our students and our school.

If you have questions or concerns, or if you would like to get more involved in our school, please contact our principal, assistant principal, or School Site Council chairperson.

Love Elementary School *Family Involvement Policy*

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PART I. GENERAL EXPECTATIONS

Love Elementary School agrees to implement the following legal requirements:

- During School Site Council meetings, the school will jointly develop with parents/guardians and distribute to parents/guardians a *School Family Involvement Policy* that the school and parents/guardians agree on.
- The school will notify parents/guardians about the *School Family Involvement Policy* in an understandable and uniform format and, to the extent practicable, will distribute and post this policy to parents/guardians in a language the parents/guardians can understand.
- The school will make the *School Family Involvement Policy* available to the local community. For example, we will leave copies of the policy in our school's office. We will post a notice to the community on our website notifying community members that they may obtain copies of our policy in our school's office.
- The school will periodically update the *School Family Involvement Policy* to meet the changing needs of parents/guardians and the school.
- The school will adopt the school's School-Family Agreement as a component of its *School Family Involvement Policy*.
- The school agrees to be governed by the following legal definition of family involvement, and will carry out programs, activities and procedures in accordance with this definition:

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

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

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

1. **Love Elementary School** will take the following actions to involve parents/guardians in the joint development and joint agreement of its *School Family Involvement Policy* and its schoolwide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
 - a. Schedule a meeting of all parents/guardians to discuss the Title 1 program and to disseminate information.
 - b. Review Title 1 policy and needs assessments through a cycle of inquiry as documented in our Single Plan for Student Achievement (SPSA). The SPSA will be revised in the winter.
 - c. Work collaboratively with all parent groups and advisory councils to update and inform parents/guardians of the Title 1 program.
 - d. Review the Innovative Program plan.
2. **Love Elementary School** will take the following actions to distribute to all parents/guardians and the local community, the *School Family Involvement Policy*:
 - a. Copy and distribute the policy school-wide at the beginning of each school year and disseminate information to all parents/guardians.
 - b. Provide information in the school's monthly newsletter available in paper form, email, and online. Note: online newsletter can be translated into multiple languages.
3. **Love Elementary School** will periodically update its *School Family Involvement Policy* to meet the changing needs of parents/guardians and the school:
 - a. School Site Council will update the *School Family Involvement Policy* yearly with input from parents/guardians and advisory groups.
 - b. School Site Council will collect feedback from parents/guardians for the *School Family Involvement Policy* throughout the year.
4. **Love Elementary School** will convene an annual meeting to inform parents/guardians of the following:
 - a. That their student's school participates in the Title 1 schoolwide program,

- b. About the requirements of Title 1, and
 - c. Of their rights to be involved in school activities, functions, and governance.
- 5. **Love Elementary School** will hold a flexible number of meetings at varying times. Our school will use Title I funding to make family involvement more convenient for families by arranging for translation, child care, transportation, and/or providing food.
- 6. **Love Elementary School** will provide timely information about Title I programs to all parents/guardians in a timely manner using the following:
 - a. Annual Title 1 Meeting (at various times including Back to School Night)
 - b. *Parent Square*
 - c. *Love Title 1 Fact Page* (given at meetings and available on the school website)
 - d. School Site Council meetings and bulletin board
- 7. **Love Elementary School** will provide to all parents/guardians 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 by using the following:
 - a. Back to School Night
 - b. Trimester Report Card (indicating skill areas for parents/guardians to help their students)
 - c. Parent Teacher Conferences in 1st trimester (all students) and 2nd trimester (limited for students of greatest need)
 - d. Open House
- 8. **Love Elementary School** will provide parents/guardians of participating students, if requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their students, and respond to any such suggestions as soon as practicably possible using the following:
 - a. Annual Title 1 Meeting
 - b. Parent Teacher Conferences
 - c. School Site Council Meetings
 - d. Student Study Team Meetings
- 9. **Love Elementary School** will submit to the district any parent comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents/guardians following the District Uniform Complaint process.

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

- 1. **Love Elementary School** will build the school's and parents/guardians' capacity for strong family involvement, in order to ensure effective involvement of parents/guardians and to support a partnership among the school, parents/guardians, and the community to improve student academic achievement, through the following activities specifically described below:
 - Provide opportunities for school, family, community partnership: Back to School Night, Annual Title 1 Meetings, English Language Advisory Council, Parent Teacher Conferences, School Site Council, Parent Teacher Association, family nights, volunteer opportunities, Alameda Education Foundation, Parent Handbook, Student Study Team meetings, Individualized Education Plan meetings, School Smarts.

- Create a School-Family Agreement yearly with parents/guardians through School Site Council. The agreement will explain how the responsibility for high student academic achievement will be shared between teachers, parents/guardians, and students.
 - Publicize to families that anyone can attend School Site Council (SSC) meetings.
2. **Love Elementary School** will, with the assistance of its district, provide assistance to parents/guardians of students served by the school in understanding topics such as the following, by undertaking the actions described in this paragraph --
- the State's Common Core State Standards (CCSS),
 - the State's student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - the requirements of Title I,
 - how to monitor their student's progress, and
 - how to work with educators:

Information will be distributed in the following ways to provide assistance to parents/guardians in understanding how to work with their students and school staff

- School Registration Packet provided online
 - Parent Square
 - Back to School Night
 - Title 1, English Language Advisory Council, School Site Council meetings
 - Report Card and Parent Teacher Conferences
 - Student Study Team meetings or Individual Educational Plan meetings
 - School SMART
3. **Love Elementary School** will, with the assistance of its district, provide materials and training to help parents/guardians work with their students to improve their students' academic achievement, such as literacy training, and using technology, as appropriate, to foster family involvement, by:
- Distributing and posting information to parents/guardians regarding district-wide trainings and information through the bi-weekly school newsletter sent electronically.
4. **Love Elementary School** will, with the assistance of its district and parents/guardians, educate its staff in how to reach out to, communicate with, and work with parents/guardians as equal partners, in the value and utility of contributions of parents/guardians, and in how to implement and coordinate parent programs and build ties between parents/guardians and schools, by:
- Providing Professional Development through staff meetings, workshops, conferences, or informational materials
 - Designating a Teacher Liaison to attend all Parent Teacher Association meetings
 - Having the principal attend Parent Teacher Association Executive Board meetings.
 - Providing family outreach by parent liaison
5. **Love Elementary School** will, to the extent feasible and appropriate, coordinate and integrate family involvement and activities with preschools and other programs such as LEAPS after-school program and the Woodstock Child Development Center program, that encourage and support parents/guardians in more fully participating in the education of their students, by:
- Disseminating and posting information to parents/guardians regarding programs and activities

- Communicating with other programs through emails, staff meetings, phone calls

6. **Love Elementary School** will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parents such as programs, meetings, and other activities, is sent to parents/guardians in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents/guardians can understand, by:

- Disseminating information to parents/guardians in our bi-weekly newsletters, robo-calls, Love website, emails and text messages.
- Posting information to parents/guardians in our front office, bulletin boards around the school, and on our Parent Square website
- Disseminating and posting information in multiple languages
- Providing interpreters for parents/guardians at school meetings, conferences, events
- Providing required Title 1 information, including parental/guardian rights and program details specific to our school, in a simplified and condensed one page handout

PART IV. DISCRETIONARY SCHOOL FAMILY INVOLVEMENT POLICY COMPONENTS

NOTE: The School Family Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents/guardians, chooses to undertake to build parents/guardians' capacity for involvement in the school to support their students' academic achievement, such as the following discretionary activities listed under section 1118(e) of the Elementary and Secondary Education Act (ESEA):

- involving parents/guardians in the professional development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents/guardians from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- training parents/guardians to enhance the involvement of other parents/guardians;
- in order to maximize family involvement and participation in their students' education, arranging school meetings at a variety of times, or using a variety of communication methods such as phone calls, emails, parentsquare
- researching, adopting, and implementing model approaches to improving family involvement;
- maintaining documentation related to our *School Family Involvement Policy* for our parents/guardians and advisory councils;
- establishing a district wide parent advisory council to provide advice on all matters related to family involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family involvement activities; and
- providing other reasonable support for family involvement activities under section 1118 as parents/guardians may request.

PART V. ADOPTION

This *School Family Involvement Policy* has been developed jointly with, and agreed upon with, all parents/guardians of **Love Elementary School** students, as evidenced by School Site Council meeting agendas and minutes.

This policy was adopted by **Love Elementary School** on **October 11, 2021** and will be in effect for the 2021 - 2022 school year. The school will distribute this policy to all parents/guardians of **Love Elementary School** students after adoption. It will be made available to the local community within one month of adoption. **Love Elementary School** will notify parents/guardians of this policy in an understandable and uniform format and, to the extent practicable, provide a copy of this policy to parents/guardians in a language the parents/guardians can understand.

Amy Miller
SSC Chairperson

10/11/21
Date

Tina K. Lagdamen
Principal

10/11/2021
Date

LOVE ELEMENTARY SCHOOL

SCHOOL-FAMILY AGREEMENT 2021-2022



As a TEACHER, I agree to:

- ☐ **Provide high-quality curriculum and instruction** in a supportive and effective learning environment that enables all children to meet the Common Core State Standards.
- ☐ **Monitor student progress** and ensure all students get help as needs arise.
- ☐ **Communicate with parents and guardians** throughout the year about how their child is doing, and ways the family can support their child's success.
- ☐ **Create a partnership** with every family in my class and be accessible to parents at reasonable times through phone calls, notes, emails, or conferences.
- ☐ **Provide a safe, positive, and healthy** learning environment even [Zoom Expectations](#).
- ☐ **Provide parents opportunities** to volunteer and participate in our class activities
- ☐ Follow AUSD guidance on Covid safety
- ☐ **Ensure each student has access to** a chromebook and the internet by coordinating with Love Parent Liaisons and administrators.



As a PARENT or GUARDIAN, I agree to:

- ☐ **Make sure my student is on time for class and strive for perfect attendance (unless sick)** to ensure academic success and to help our school get full ADA funding.
- ☐ **Make sure my student gets the right amount of sleep and provide access to nutritious food.**
The American Academy of Pediatrics recommends that three- to five-year-olds get 10-13 hours of sleep a night, and that six- to twelve-year-olds get 9-12 hours of sleep a night.
- ☐ **Provide a quiet, well-lighted learning and homework area &** establish a regular time to study so my child is ready to learn.
- ☐ **Use materials** the school provides to help my student.
- ☐ **Talk to my student about his/her assignments** and how reading, math, and science can help when pursuing goals.
- ☐ **Read with my student and play numbers games.**
- ☐ **Find out how my student is progressing** by attending conferences with the teacher and contact the teacher whenever I have questions about my student.
- ☐ **Support my student's life skills development to become a respectful, responsible, and safe community member.**
- ☐ **Understand, model, & support the 4 B's** (Be Respectful, Be Responsible, Be Safe, Be an Ally).
- ☐ **Participate in school activities.**
- ☐ Follow AUSD guidance on Covid safety
- ☐ **Help my student follow** [Zoom Expectations](#) and Digital Acceptable Use Policy.



As a STUDENT, I agree to:

- ☐ **Do my personal best** on my school assignments and homework.
- ☐ **Ask questions** when I don't understand.
- ☐ **Be responsible** with my assignments by making sure I understand them and turning them into my teacher when they are due.
- ☐ **Talk to my parent** or guardian about my school day and ask for help when needed.
- ☐ **Read on my own and/or with my family everyday.**
- ☐ **Use my life skills to be a respectful, responsible, and safe community member.** Be an ally.
- ☐ **Go to bed on time and get ready for school** each morning in a timely manner.
- ☐ **Make sure I am focused on learning** and not have other distractions, websites, or devices during school time.
- ☐ Follow AUSD guidance on Covid safety
- ☐ **Follow** [Zoom Expectations](#) and Digital Acceptable Use Policy



We promise to carry out the School-Family Agreement.

Teacher_____ Student_____ Parent_____