

## **SCHOOL FAMILY INVOLVEMENT POLICY**

Will C. Wood Middle School  
420 Grand Street  
Alameda, CA 94501  
510.748.4015

### **I. GENERAL EXPECTATIONS**

Wood Middle School agrees to implement the following statutory requirements:

- A. The School Site Council/Title I Advisory Committee will jointly develop and develop and distribute a Family Involvement Policy agreed upon by the school and families of students.
- B. The school notify parents about the Family Involvement Policy, to the extent possible, in a language they can understand.
- C. The school will make the Family Involvement Policy and Parent Compact available to the local community.
- D. The school will update the Family Involvement Policy and Parent Compact periodically as needs of parents/guardians and the school change.
- E. The school agrees to be governed by the following statutory definition of "family involvement" and will carry out programs, activities, and procedures accordingly:

### **II. HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL FAMILY INVOLVEMENT POLICY COMPONENTS**

- A. Wood Middle School will involve parents/guardians in the joint development and joint agreement of its School Parental Involvement Policy and its school-wide plan, if applicable, in an organized, ongoing, and timely way under § 1118(b) of the ESEA through:
  1. Monthly School Site Council/Title I Advisory Committee
  2. English Learner Advisory Committee
  3. PTA Meetings
- B. To make accessible the School Parental Involvement Policy to parents/guardians of participating children and the local community, Wood Middle School will distribute the (i) Parent Compact, (ii) Notification of Title I Services, (iii) Family Involvement Policy at Fall Conferences and to new families upon registration.
- C. To meet the changing needs of parents/guardians, Wood Middle School will update periodically its School Parental Involvement Policy and share updates with parents/guardians through:
  1. The Spring School Site Council ("SSC") Title I Advisory Committee
  2. Spring PTA Meetings
  3. English Language Advisory Committee (Spring) ("ELAC")
- D. Wood Middle School will convene an annual meeting to inform parents/guardian of the following:
  1. Their child's school participates in Title I and a description of the school's program

2. The requirements of Title I
  3. Parents'/guardians' right to be involved (See School Compact)
- E. To maximize parental involvement and participation in their children's education, Wood Middle School will hold a flexible number of additional meetings and parent trainings at varying times and provide childcare, refreshments, and translation services as needed paid for with Title I funding if these services relate to family involvement:
1. Childcare and refreshments provided at School Site Council, PTA, and ELAC meetings as needed
  2. Special Events for families including STEAM Nights, Parent University, and Open House
  3. Invitations to events translated and/or communicated by phone in the family's primary language whenever possible
  4. Principal and ELD Coach attend all ELAC meetings
  5. Translators provided for Student Study Team meetings, conferences, Back To School Night, PARI conferences; phone dialer has Spanish and Cantonese option
  6. Student performances during and beyond the school day
  7. AUSD Family liaison reaches out to families that are homeless or in transitional housing
  8. Provision of family counseling provided upon request
- F. Wood Middle School will provide information about Title I programs to parents/guardians of participating children in a timely manner through:
1. Phone dialer to remind families of upcoming events or schedule changes
  2. School Marquee
  3. Principal's weekly newsletter and robo-call
  4. Flyers to publicize events
  5. Translators to contact families re: special events
  6. School website/Parent Square
- G. Wood Middle School will provide to parents of participating children 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 through:
1. Back To School Night & Spring Open House
  2. Student Success Team meetings (minimum of two days per month)
  3. Fall Conferences
  4. Individualized Intervention Plans
- H. Wood Middle will provide parents/guardians of participating children, if requested, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and response to any such suggestions as soon as practicably possible, through:
1. School Site Council/Title I Advisory Committee (monthly)

2. PTA Meetings (4-5 times per year)
  3. Site English Learner Advisory Committee (Fall, Winter, Spring)
  4. Fall Family Conferences
  5. Student Study Team Meetings
- I. Wood Middle School will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents/guardians of participating children, communicated by:
1. Email/Parent Square communication
  2. District complaint procedure
  3. Meetings with site and district administration

### **III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

- A. To ensure effective involvement of parents/guardian and to support a partnership among the school, parents/guardians, and the community to improve student academic achievements, Wood Middle School will offer the following:
1. Individualized Intervention Plans
  2. After School Tutoring academic and enrichment activities
  3. Family Education Events and STEAM activities
- B. The school will encourage parents/guardians to sign the school-parent compact at Back To School Night, Fall Conferences, or upon registration as a component of its School Parental Involvement Policy, which compact is monitored by administration.
- C. The school will, with the assistance of the AUSD district, help parents/guardians understand the following topics through the actions described below:
1. the state's Common Core standards (Back To School, Report Cards, Conferences)
    - a. the State's student academic achievement standards (Report Cards, Conferences)
  2. the state and local academic assessments including alternate assessments (Report Cards, Conferences, Student Study Team meetings)
  3. how to monitor their child's progress (Fall Conferences)
- D. The school will, with the assistance of the AUSD district, provide materials and training to help parents/guardians work with their children to improve their children's academic achievement by:
1. Parent University/Training
  2. ELAC meetings
  3. Title I/Family Education Nights
- E. To the extent feasible and appropriate, the school will coordinate and integrate parental involvement programs and activities with PTA, Girls Inc., and other programs that encourage and support parents/guardians in more fully participating in the education of their children, by providing:
1. Childcare program on site

2. Information Night and School Tours
  3. ELAC Meetings
  4. Phone calls to parents/guardians of English learners (in their primary language)
  5. Increased translation of special event flyers and notices
- F. The school will, with the assistance of the AUSD district and parents, educate its teachers, student services personnel, principals and other staff, in how to reach out to, communicate with, and work Wood Middle School Parental Involvement Policy with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, through:
1. Bi-monthly faculty meetings and three professional development days; weekly grade level collaboration
  2. Distribution of articles on Committee, EAC and PTA and parent/guardian involvement
  3. Staff representation on Schoolsite Council. Title I Advisory

#### **IV. DISCRETIONARY SCHOOL FAMILY INVOLVEMENT POLICY COMPONENTS**

- A. All newsletters, flyers, and announcements that are sent to mailed home will be translated in major languages
- B. Federal and state funds will be used to pay reasonable and necessary expenses associated with parental involvement activities, including childcare costs, to enable parents to participate in school related meetings and training sessions.
- C. The school will foster appropriate roles for community-based organizations and businesses, including faith-based organizations, Coast Guard, in parental involvement activities.
- D. WE will provide other reasonable support for parental involvement activities under § 1118 as parents/guardians may request.

#### **V. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents/guardians of children participating in Title I, Part A programs, as evidenced by School Site Council on May of 2017.

This policy was reviewed and revised by the Wood Middle School Site Council/Title I Advisory Committee and will be in effect for the period of one year. The school will distribute this policy to all parents/guardians of participating Title I, Part A children and to the local community on or before August 28, 2021. The Wood Middle School's notification to families of this policy will be an understandable format and, to the extent practicable, provided to parents/guardians in a language that they can understand.

Kai Dwyer  
Signature of Authorized Official  
Kai Dwyer, Principal

10/21/2021  
Date

Blanchard  
SSC Chair

10/21/2021  
Date

Parent Compact attached

## **Will C. Wood Middle School HOME-SCHOL COMPACT**

In AUSD School District it is important that families and schools work together to achieve high academic standards. Through a process that included teachers, families, and students, the following are agreed upon rules and responsibilities that we as partners will carry out to support success in school and in life.

### **As a teacher I will:**

- Provide high-quality curriculum and instructions.
- Utilize positive behavior incentives and discipline with dignity.
- Have high expectations and help every child to develop a love for learning
- Communicate regularly with the families about student progress and update Aeries regularly.
- Provide a warm, safe, and caring learning environment.
- Provide meaningful, homework assignments to reinforce an extend learning.
- Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- Actively participate in collaborative decision-making and consistently work with families and my school-colleagues to make schools accessible and welcoming places for families, which help each student achieve the school's high academic standards.
- Respect the school, students, staff, and families.

### **AS a parent/guardian or family member I will:**

- Provide a quiet time, place for homework, and monitor screen viewing.
- Encourage my child to read every day.
- Communicate with the teacher or the school when I have concern.
- Ensure that my child attends school every day, gets adequate sleep, regular medical attention, and proper nutrition.
- Regularly monitor my child's progress in school through Aeries if possible.
- Participate at school in activities, such as volunteering and/or attending parent-teacher conferences, Back-To-School Nigh, or Open House.
- Communicate the importance of education and learning to my child.

- Respect the school, staff, students, and families.
- Respect traffic rules during drop-off and pick-up to ensure the safety of our community

**As a student will:**

- Come to school regularly and on time to learn and work hard.
- Bring necessary materials, completed assignments and homework.
- Be safe, be responsible, be respectful and be ally.
- Ask for help when I need it.
- Communicate regularly with my parents and teachers about school experience so that they can help me to be successful in school.
- Limit my TV watching, recreational computer screen time and study or read every day after school.
- Respect the school, classmates, staff, and families.
- Be a great digital citizen and use technology respectfully.
- Travel safely to and from school by obeying traffic rules.

We agree to fulfill the above responsibilities to the best of our abilities:

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Student Signature

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_