

# GOLDEN WEST MIDDLE SCHOOL PARENTAL INVOLVEMENT POLICY

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## **Mission Statement:**

The Golden West Community is dedicated to the ongoing personal, social, and academic growth of our diverse student population. We inspire our students to become life-long learners as well as productive and responsible members of society.

## **Vision Statement:**

To ensure the success of all students, the Golden West Community will:

- 1) Sustain a safe physical and emotional school environment
- 2) Promote character development: Trustworthiness, responsibility, respect, fairness, caring and citizenship
- 3) Provide a comprehensive student intervention program by offering a variety of exploratory, and extra-curricular activities to our diverse population
- 4) Present curriculum and instruction based on rigorous academic and performance standards, accurate assessment and accountability of all stakeholders
- 5) Continue appropriate professional development
- 6) Encourage parent and community partnerships

## **Part I**

Golden West Middle School Community is committed to working with families including parents, guardians and other caregivers, to help all students succeed.

- 1) Our school will jointly develop with parents and distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating students agree on.
- 2) Our school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- 3) Our school will make the School Parental Involvement Policy available to the local community.
- 4) Our school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- 5) Our school will adopt the school's School/Parent compact as a component of its School Parental Involvement Policy.
- 6) Our school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two way meaningful communications and involving them in student academic learning and other school activities, including ensuring the following:*

- a) that parents play an integral role in assisting their child's learning;*
- b) that parents are encouraged to be actively involved in their child's education at school;*
- c) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*

- d) *that they are included in the carrying out of other activities, such as those pertaining to English Language Learner, students with disabilities, migrant and foster students.*
- 7) Our school will promote positive school culture through various programs including WEB (Where Everybody Belongs), School Ambassador's Program, Student Council, etc.

## **Part II**

- 1) In order to involve parents Golden West Middle School will take the following actions to include parents 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 section 1118(b) of the ESEA:

*Via TUSD Parent Portal, all parents and families are provided with the following by the first day of school: School-parent Compact and Parent Notices. Students and parents are asked to review these materials and return a signed response form that includes an opportunity for questions and parental input. Students are provided a school handbook within their planner that outlines policies, support services, discipline guidelines, and a calendar of events and activities. Student and Parent Orientations, Fall and Spring parent conferences, Back to School Night, PTSA and Title I and school wide parent workshops and guest speakers will provide additional venues for parent involvement. Parents will receive information and be given opportunities to provide feedback, make suggestions, and recommend support ideas.*

- 2) Golden West Middle School will take the following actions to distribute to parents of participating children and the local community, the School Parental Involvement Policy:

The school will distribute the policy through the following methods:

- a) Copies readily available in the main office
- b) Downloadable copies available on the school web site
- c) Available copies at parent activities and presentations

- 3) Golden West Middle School will update periodically its School Parental Involvement Policy to meet the changing needs of parents and the school:

The school will review our policies and activities on an annual basis including the following:

- a) Staff meetings and/or distribution of our policy. The policy and updates are sent to each staff member for their school handbook
- b) School Site Council Meetings
- c) Encourage suggestions and ideas from parents at Fall Back to School Night, School wide presentations, workshops for parents, and Title I Parent Nights through both oral and written opportunities

- 4) Golden West Middle School will invite and encourage all parents of identified Title I children to attend an annual Parent Information meeting informing them of their right to be involved.

*Parents are invited to attend school events, conferences, and workshops through written invitations taken home by students or delivered by mail, personal and School Messenger phone calls, e-mails, and web site postings. Great consideration is given to providing opportunities in the evenings, afternoons, and mornings to accommodate parent schedules. Fall parent conferences occur both in the morning and the evening while spring conferences will be available in the morning only.*

- 5) Golden West Middle School will hold a flexible number of meetings at varying times, and provide transportation, child care, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:

*Parents are asked to provide information on how best to be reached and communicate with the school through the completion and submittal of an annually required emergency card as well as phone and written contacts to reach all parents. Events scheduled will include written and phone messages with information regarding our ability to assist with babysitting, transportation, language interpreters and/or additional alternative ways to meet parental needs and continue productive communication.*

- 6) Golden West Middle School will provide timely information about Title I programs to parents of participating children in a timely manner:

- a) Parents of Title I students will be notified in writing in the fall after our identification of our Title I population students has been fully determined.
- b) New students to the school will also have their parents notified upon determination of eligibility.
- c) Activities such as Title I parent workshops and regular parent conferences and meetings will be used to provide information to parents about the available services and opportunities on our campus.

- 7) Golden West 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:

*Curriculum standards are available on line from the California Department of Education. Classroom standards are provided at Back to School Night. Pamphlets and additional information regarding our curriculum, textbooks, academic assessment measures such as SBAC and our math and Language Arts site level assessments are available upon request in the office of the principal.*

- 8) Golden West Middle School will provide parents of participating children (if requested by parents) 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:

*Parents, at any time, may request from teachers, counselors, or site administrators an opportunity to meet regarding their student. An appointment or conference with one or more staff members will be scheduled in a reasonable time frame. Suggestions from parents are welcomed and collaboration between families and the school are held in high regard.*

*Parents have the opportunity to participate on various committees on the site including School Site Council, School Safety Committee, Watch DOGS, Safe School Ambassadors, Parent/Teacher/Student/Association and Band Boosters.*

- 9) Golden West 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 of participating children:

*Parents have the opportunity to provide comments and feedback to the school and the district regarding their student's education including taking part in a voluntary school annual survey, available on line and in the school front office. Parent complaints and concerns that are not able to be resolved to a*

*satisfactory degree at the site level and with direct communication and meetings may be moved on to a formal complaint procedure as per Ed Code.*

### **PART III**

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

- 1) Golden West Middle School will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership between the school staff, parents, and the school community to improve student academic achievement, through the following activities specifically described below:

*Parents have the opportunity to participate on various committees on the site including: School Site Council, School Safety Committee, Parent/Teacher/Student/Association, Band Boosters, Watch DOGS, and Safe School Ambassadors. Important and regular activities include Back to School Night, parent/student orientations, Fall and Spring parent conferences, scheduled parent and staff conferences, meetings, SST's, IEP's, 504's, student program presentations, and field trips.*

- 2) The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

*All students and parents are provided with a school-parent-student compact both within the school planner that all students receive as well as via the TUSD Parent Portal that is accessed at the beginning of the school year. These compacts are signed and submitted electronically to the district and kept for record keeping and referral.*

- 3) Our school will, with the assistance of its district, provide assistance to parents of children served by the school in understanding topics such as the following, by undertaking the actions described in this paragraph:

- a) the State's academic content standards,
- b) the State's student academic achievement standards,
- c) the State and local academic assessments including alternate assessments,
- d) the requirements of Title I,
- e) how to monitor their child's progress, and
- f) how to work with educators:

*Golden West plans to continue evening activities such as parent teacher counselor conferences, workshops for parents who have students in intervention sections of English language arts and math, workshops on how to use the school planner, progress reports and report cards. Outside presenters may include, master social worker presentations on adolescence, police and gang task force workshops, high school counselors providing career and graduation information, and local youth service program opportunities. Multi-media presentations, handouts, and supplies for the home are examples of materials that can support student success.*

- 4) The school will, with the assistance of its district, provide materials and training to help parents work with their student to improve their student's academic achievement, such as literacy training and using technology tutorials as appropriate, to foster parental involvement.

*Activities such as Parent Math and Parent English Language Arts/Reading nights may be offered to parents to provide assistance and information on how they can assist and track their child's progress during the school year. Parents may join in with presentations where they will be able to work with their*

*child using the available technology that we have to offer. Site computers can be used at school and any school academic software and computer linked textbook will be made accessible for students and parents to use at home.*

- 5) The school will, with the assistance of its district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners. This will be implemented through:

*Using Title I funding as well as other site funding sources, school staff may be offered and provided support to plan and participate in staff development and workshops regarding working with students, parents, and families, especially those with special needs. Staff who work directly with Title I students and families and teach classes and intervention programs targeted for these students may be provided time to collaborate together and plan different events and activities to include parents. The district superintendent has a parent advisory group that meets regularly and includes a representative from our school.*

- 6) The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their student, by:

*No programs for this section exist at this time at Golden West Middle School*

- 7) The school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

*The school uses mail service, students taking materials home, a school web site, an automated phone/email system, the school planner, various orientations, Back to School Night, parent conferences, as well as School Site Council, School Safety Committee, Watch DOGS, Safe School Ambassadors, Parent/Teacher/Student/Association, and Band Boosters, SST's, IEP's, 504's. When needed and as available, we will provide language translation and accommodate any parents with disabilities in order to include them in our communication and collaborative programs.*

#### **Part IV Accessibility**

Golden West Middle School 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.

*Reports and documents are provided in a language parents understand as needed. Translators are provided at school meetings if needed.*