



Jefferson High School  
6996 Mission Street  
Daly City, California 94014  
(650) 550-7700  
FAX: (650) 550-7790

## **Title I, Part A School-Level Parent and Family Engagement Policy**

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c).

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? How is the policy made available to the local community? How and when is the policy updated periodically to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

- Jefferson High School will send out materials (translated in multiple languages) informing families of Family Engagement Policies via email and on website.
- Jefferson High School will conduct a Title I meeting inviting all stakeholders twice a year; the first meeting within the first 12 weeks of school reviewing and adopting the Family Engagement Policy, and the second meeting held in the Spring semester to discuss changes to the policy for the next school year. The second meeting will also include feedback from existing parent groups, which will be represented at the Title I meeting, or will send a statement (approved at an official meeting) proposing updates.

To involve parents in the Title I, Part A programs, the following practices have been established:

- Jefferson High School will provide a needs assessment on Parent Engagement involving all stakeholders at the school.
- Parent involvement groups have been presented the Parent Compact and Engagement Policy, and have been given an opportunity to submit updates to the policy.

- The Parent Compact and Engagement Policy have been presented to parents at a Title I general meeting open to all parents.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]). Add details about the annual meetings in the box below:

- The annual meeting is to occur within the first 12 weeks of school and is open to all parents listed on our Student Information System (Synergy).
- The meeting is promoted on Back to School Night and is advertised in multiple parents through our autodialer, email list, and website.
- At the annual meeting, Jefferson High School Parents will be informed on Title I, Part A requirements.
- At the annual meeting, Jefferson High School will review the Parent Compact and Family Engagement policies, hold discussion of policies and approve for the duration of the school year.

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]). Add details about the meetings in the box below:

- Jefferson High School will present the Family Engagement Policy and Parent Compact to already existing Parent Involvement groups that meet in the evenings to be a part of the decision making process.
- Jefferson High School will present the Family Engagement Policy and Parent Compact at a Principal's Chat that is held during school hours.

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]). How does the school involve parents?

- Jefferson High School will send out a survey to all parents via email, with questions relating to details of the Family Engagement Policy and Parent Compact.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c)(4)[A]). How does the school provide the information?

- Jefferson High School will provide information of relevant programs and events via autodialer in both English and Spanish (Blackboard Connect).
- Jefferson High School will provide information of relevant programs and events via email in both English and Spanish (Blackboard Connect).

- Jefferson High School will provide information of relevant programs and events on the website in a variety of languages (Blackboard Connect).

The school provides parents of Title I, Part A students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet (ESSA Section 1116[c][4][B]). How does the school provide the information?

- Jefferson High School teachers will develop subject curriculum based on state academic content standards described on their syllabus.
- Jefferson High School's guidance counselors will be available for parents to contact to discuss their student's academic progress.
- Jefferson High School's Counseling Department will assist parents regarding interpretation of state assessment results (CAASP, ELPAC, etc.)

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]). How does the school provide the opportunities?

- Jefferson High School will hold one ELAC meeting a semester with interpretation services and translated materials in Spanish and Tagalog.
- Jefferson High School will invite parents to attend their student's Individual Educational Plan(IEP) and Section 504 meetings and offer interpretation services and translated materials as requested.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

The school provides Title I, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]).

- Jefferson High School's Parent Liaison will hold evening workshops on a variety of topics to train parents (interpreting grades, attendance, etc.)
- Jefferson High School's Counseling department will hold an evening mental health workshop bringing in community partners to raise awareness of youth mental health issues.
- Jefferson High School will hold monthly Principal Chats to discuss best practices to help parents assist in their student's academic success.

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

- At Jefferson High School, all meetings conducted by the PTSA and ELAC are encouraged to allow address academic and social-emotional items addressing student achievement.
- Jefferson High School will encourage staff collaboration with parent groups to provide assistance and knowledge at parent trainings.

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions, and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

- Jefferson High School will provide collaboration time to educate staff on the importance of family communications.
- Jefferson High School administrative team will regularly provide information on relevant articles regarding family engagement to staff through electronic communications.

The school coordinates and integrates the Title I, Part A parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children (ESSA Section 1116[e][4]).

- Jefferson High School will provide a Parental Resource Center staffed by a Parent Liaison, 3 computers for parental use and other printed materials available in different languages.
- Parental Involvement groups will be invited to collaborate with current Jefferson High School staff in support of activities educating parents about their students.

The school distributes Information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

- Jefferson High School will provide timely communication to parents about upcoming meetings in English and Spanish via autodialer and email (Blackboard Connect)
- Jefferson High School's Parent Liaison will be a resource for parents to contact the school to find out more information on programs, meetings and other activities of parental interest.

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]).

- Jefferson High School will encourage parental involvement activities to be parent-led.
- Jefferson High School will promote parental involvement activities and will support recruitment drives through its various methods of communication (autodialer, email, website).

The school provides opportunities for the participation of all Title I, Part A 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 (ESSA Section 1116[f]).

Please attach the School-Parent Compact to this document.

This policy was adopted by the Jefferson High School on November 21, 2019 and will be in effect for the period of the 2019-2020 School Year.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: December 3, 2019.

Mark Beshirs

**Mark Beshirs, Principal**

Approval pending

**November 21, 2019**

California Department of Education  
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