

# OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501

[www.oxnardsd.org](http://www.oxnardsd.org)



## Juan Lagunas Soria School

3101 Dunkirk Drive, Oxnard, CA 93035  
(805) 385-1584 Fax: (805) 815-4216



## Title I School-Level Parent and Family Engagement Policy Juan Lagunas Soria School

2.0 With approval from the local governing board, Juan Lagunas Soria School has developed a written Title I parent and family engagement policy with input from parents and family members of participating children. Governance stakeholder groups such as School Site Council (SSC), the English Learner Advisory Committee (ELAC), and the Parent Teacher Association (PTA) were involved in the development of the parent and family engagement policy, with input provided by parents, community representatives, classroom teachers, and other school personnel. The school has distributed the policy to parents and family members of children served under Title I, Part A. Juan Lagunas Soria School disseminates information related to the policy to parents and family members during an annual school-wide Title meeting. The policy document is readily available to parents and family members on the school website and physical copies of the policy are made available to parents and family members upon request. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4])

### 2.1 Involvement of Parents in the Title I Program

The policy describes the means for carrying out Title I parent and family engagement requirements. (20 U.S.C. § 6318[b][1])

To involve parents and family members in the Title I program at Juan Lagunas Soria School, the following practices have been established:

- a) The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1]). At the beginning of each school year, Juan Lagunas Soria School convenes an annual meeting to provide parents and family members information related to the school's participation in the Title I program. This annual meeting coincides with Back to School Night, which traditionally garners the highest rate of parent and family member attendance. Currently, these meetings are provided in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

- b) The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent involvement. (20 U.S.C. § 6318[c][2]). When scheduling meetings that involve parents and/or family members, Juan Lagunas Soria school staff work in partnership with parents to accommodate their schedules. Translation is provided by school/district personnel in the parents' primary language when needed. When parents are unable to come to the school, home visits are conducted by the Outreach Coordinator, Attendance Tech, and/or school administration to strengthen home-school connections.
- c) The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3]). Governance stakeholder groups such as School Site Council (SSC), the English Learner Advisory Committee (ELAC), and the Parent Teacher Association (PTA) were involved in the development of the parent and family engagement policy and the School Plan for Student Achievement (SPSA), with input provided by parents, community representatives, classroom teachers, and other school personnel. Both the engagement policy and the school plan are reviewed throughout the school year for improvement and are approved on an annual basis.
- d) The school provides parents of participating children with the following:
  - 1. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])  
At the beginning of each school year, Juan Lagunas Soria School convenes an annual meeting to provide parents and family members information related to the school's participation in the Title I program. Currently, these meetings are provided in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.
  - 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards. (20 U.S.C. § 6318[c][4][B])  
School administration reviews and updates the School Accountability Report Card in collaboration with district personnel on an annual basis. This report card includes specific information related to textbooks and instructional materials provided to all students for all core subjects (reading/language arts, math, science, and history-social science). The district's Educational Services Department provides each school site an assessment calendar, consisting of both formative and summative (district-level and state-level) assessments, to measure student progress. Classroom teachers use the results of these assessments to inform parents of student progress at key timepoints throughout the school year (e.g., parent-teacher conferences, trimester report cards, etc.).

3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

Parents can request a conference to meet with their child's teacher at any time.

Throughout the year, parents will be invited to attend Parent/Teacher Conferences to collaborate with their child and their child's teacher to review achievement data and identify strategies for improving student success. Parents will also be encouraged to attend Student Success Team meetings if their child has been identified as significantly below grade-level standards or is exhibiting significant needs in social, emotional, and/or behavioral areas. Parent trainings and educational workshops are coordinated and provided by the school's Outreach Coordinator to improve parents' ability to support their children's learning. These trainings focus on topics such as parenting classes, parent engagement and advocacy, nutrition classes, bullying, A through G requirements, and how to support students' academic and social-emotional needs. Meetings, Parent/Teacher Conferences, trainings and workshops will be made available in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

- e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency. (20 U.S.C. § 6318[c][5])

The School Plan for Student Achievement (SPSA) is developed on an annual basis with input from parent stakeholder groups (e.g., School Site Council, ELAC, PTA). School administration and staff also receive comments from parents throughout the school year with recommendations on how to improve the schoolwide program plan in meeting students' and family's needs. These recommendations are taken into account when monitoring the effectiveness of the plan's implementation and when revisions to the plan are necessary.

## **2.2 Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted with Title I, Part A funds establishes the practices listed below. (20 U.S.C. § 6318[e])

- a) The school provides parents with assistance in understanding such topics as the challenging State academic standards, State and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

Juan Lagunas Soria School offers parent nights, including Back to School Night, to engage stakeholders in academic activities to raise awareness and understanding of the expectations set by the Common Core State Standards. Throughout the year, parents

will be invited to attend Parent/Teacher Conferences to collaborate with their child and their child's teacher to review achievement data and identify strategies for improving student success. Parent nights and Parent/Teacher Conferences will be made available in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

- b) The school provides parents with materials and training to help parents work with their children to improve their children's achievement. (20 U.S.C. § 6318[e][2])  
Parent trainings and educational workshops are coordinated and provided by the school's Outreach Coordinator to improve parents' ability to support their children's learning. These trainings focus on topics such as parenting classes, parent engagement and advocacy, nutrition classes, bullying, A through G requirements, and how to support students' academic and social-emotional needs. Currently, trainings and workshops are provided in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols. School staff also provide families instructional materials and supplies to support student learning within the home.
- c) The school educates teachers, specialized instructional support personnel, principals, and other school leaders, 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. (20 U.S.C. § 6318[e][3])  
In order for students to achieve their fullest potential, we know that parent and family engagement plays a critical role in ensuring students' educational success. Juan Lagunas Soria school prides itself on the strong home-school connections established with parents. Teachers and staff are encouraged, supported, and expected to reach out to, communicate with, and work with parents as equal partners on an ongoing basis.
- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other Federal, State, and local programs, including public preschool 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. (20 U.S.C. § 6318[e][4])  
Parent involvement programs and activities with other Federal, State, and local programs are coordinated at the district-level. Juan Lagunas Soria school currently does not host a public preschool program nor a parent resource center. However, parent trainings and educational workshops are coordinated and provided by the school's Outreach Coordinator to improve parents' ability to support their children's learning. These trainings focus on topics such as parenting classes, parent engagement and advocacy, nutrition classes, bullying, A through G requirements, and how to support students' academic and social-emotional needs. Currently, trainings and workshops are provided in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

- e) The school ensures that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])  
Juan Lagunas Soria school ensures that information sent to parents is provided in the parents' primary language, which, in most cases, is either in English or Spanish. The school district also provides alternate language resources when applicable.
- f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])  
Upon parent request, Juan Lagunas Soria school provides further support to involve parents and families in school-related programs and activities to ensure student success.

## **2.3 Accessibility**

Juan Lagunas Soria School, to the extent practicable, provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

The school's Outreach Coordinator provides specific and targeted support to families of special student populations (English Learners, students with disabilities, migrant, McKinney-Vento) to ensure equitable access to available school, district, and county-level resources, while ensuring students' academic and social/emotional needs are being met in order to increase students' potential for achieving school success.

## **2.4 School-Parent Compact**

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student 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. The school-parent compact shall carry out the requirements listed below. (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])  
Juan Lagunas Soria School is committed to providing the best educational program possible for our students. The quality of our instructional program is a reflection of our highly committed staff. We are dedicated to ensuring Juan Lagunas Soria School is a

welcoming, stimulating environment where students are actively involved in their education, emphasizing both academic and social/emotional learning. Through the shared vision of our staff, parents, and community, our students are challenged to reach their maximum potential. Our academic focus has centered on building strong foundations in reading, writing, and mathematics. Throughout the 2020-2021 school year, Juan Lagunas Soria School will emphasize building rigor across all grade levels and all core content areas with an emphasis on Technology, Arts and Language, our school's Te.A.L. Strand Focus, while scaffolding instruction to strengthen students' skills on grade-level standards. Students are encouraged and supported to build their literacy skills and reach their reading potential. Teachers will also concentrate on building students' writing ability across all core content areas to promote critical thinking and to better equip students with the skills required to meet expectations of state-wide summative assessments. Finally, teachers will continue focusing on implementing Mathematical Mindset strategies across all grade levels, enabling students to build their academic vocabulary and reasoning skills in the area of Mathematics. As teachers continue providing instruction to students within a Distance Learning environment, Juan Lagunas Soria School will identify and address barriers to student learning generated by challenges related to internet connectivity, one-to-one devices, online learning platforms, student attendance/engagement, and parent support.

In order for students to achieve their fullest potential, we know that parent and family engagement plays a critical role in ensuring students' educational success. Juan Lagunas Soria School provides several opportunities throughout the school year to strengthen partnerships with family, school, district, and community stakeholders to assist under-achieving students. Parents are encouraged to volunteer in the classroom and in school activities as well as become involved in site-based parent groups such as the School Site Council (SSC), Parent Teachers Association (PTA) and the English Advisory Committee (ELAC). These parent groups play an active role in developing and monitoring school goals. Parent nights engage stakeholders in academic activities to raise awareness and understanding of the expectations set by the Common Core State Standards. Throughout the year, parents will be invited to attend Parent/Teacher Conferences to collaborate with their child and their child's teacher to review achievement data and identify strategies for improving student success. Parents will also be encouraged to attend Student Success Team meetings if their child has been identified as significantly below grade-level standards or is exhibiting significant needs in social, emotional, and/or behavioral areas. Parent attendance at meetings and events will occur in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

- b) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the requirements listed below. (20 U.S.C. § 6318[d][2])
  - 1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])

During the fall and spring, Juan Lagunas Soria school will coordinate Parent/Teacher Conferences to invite parents to collaborate with their child and their child's teacher to review school expectations, student achievement data and identify strategies for improving student success. Parent/Teacher Conferences will be made available in a virtual format during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])  
Report cards are provided to parents at the end of each trimester to inform parents of students' academic progress across all grade levels. In addition, mid-trimester progress reports are provided to parents for 6<sup>th</sup> – 8<sup>th</sup> grade students receiving Ds and/or Fs.
3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])  
Juan Lagunas Soria School follows the district's guidelines for parent volunteers to ensure student safety. Parents are encouraged and supported to complete the district guidelines in order to be cleared to participate in classrooms as parent volunteers. Parents can also request to schedule an appointment with site administration to visit classrooms and/or special programs (e.g., Dual Language Immersion) for a limited period of time so as not to interfere with the classroom learning environment. Opportunities for parents to volunteer in classrooms and observe classroom activities will not be available or will be limited during Distance Learning and Hybrid Instruction due to COVID-19 safety protocols.
4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])  
Juan Lagunas Soria School provides communication (e.g., school website, flyers, letters) to parents and families in English and Spanish. Bilingual interpreters assist English-only speaking teachers when communicating with Spanish speaking families (e.g., Parent/Teacher conferences, family nights, parent workshops). The school district also provides alternate language resources when applicable.

*\*It may be helpful to include the parent and family engagement policy review in the annual review of the Single Plan for Student Achievement.*

*\*\*The policy must be updated periodically to meet changing needs of parents and family members and the school. If the school has a process in place for involving parents and family members in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents and family members of children receiving Title I, Part A services.*