

## Appendix I: Parental Involvement Plan and Parent-School Compact

### Lawndale High School Parent Involvement Plan

#### The Mission of Lawndale High School is:

To teach all students to become lifelong learners through individual development of attitudes, skills, knowledge, and responsibility that is essential to academic achievement in school and society. Lawndale High School recognizes the value in shared responsibility of student achievement. Parental involvement in a child's education is the most consistent indicator of whether the child is successful in school.

#### To Fulfill our Mission:

We are committed to a quality educational program that values parental involvement. We recognize that parents play a very important role in their children's education and take every opportunity to foster the relationship between school, parent, and child. Lawndale High School prides itself in our dedication to our students, families, community, and to lifelong learning

#### Lawndale High School recognizes that:

- A child's education is a responsibility shared by the school and family during the entire time the child spends in school.
- To support the goal of the school to educate all students effectively, the school and parents must work as knowledgeable partners.
- Although parents are diverse in culture, language, and needs, they are an integral component of a school's ability to provide for the educational success of their children.
- Engaging parents is essential to improving student achievement.
- The school shall foster and support active parental involvement.

#### PART I. SCHOOL PARENT INVOLVEMENT PLAN **REQUIRED** COMPONENTS

A. Lawndale High School shall jointly develop/revise with parents the school parent involvement plan and distribute it to parents of participating children and make available the parent involvement plan to the local community.

Activity	Date Due	Contact person
Distribute draft plan to parent involvement committee and staff		P. Rodas (or Y. Amador)
Parent involvement meeting to review draft		P. Rodas
Final draft		P. Rodas/Y. Amador
Adopt final draft		P. Rodas
Include final plan in school newsletter, school website, information packets		P. Rodas
Submit final plan to District office		P. Rodas/Y. Amador

B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents to be involved;

Activity	Date Due	Contact person
Back to School Night – (informational introduction only)	First month of each school year	E. Kwong
Title I Public Meetings		P. Rodas

C. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement;

Activity	Date Due	Contact person
Title 1 Informational Packets send home with students	August (summer mailer)	B. Watson (child welfare and attendance) E. Kwong/ M. Becerra (principal's secretary)
Written policies included in the student handbook	August (summer mailer)	B. Watson/E. Kwong/M. Becerra
Information distributed during BTSN	September each school year	E. Kwong
Follow up to parents who do not attend the conference	October 1-31 each school year	E. Kwong/M. Becerra
Attendance sheets maintained	October each school year	M. Becerra
PTSA Meetings	Monthly	PTSA president
Academy Parent Nights		academy coordinators

D. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan.

Activity	Date Due	Contact person
Parent Involvement meeting to review and revise plan		P. Rodas/E. Kwong
SSC Meetings		P. Rodas/SSC Chair

E. Provide parents of participating children –

- a. timely information about programs under this part;
- b. 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; and
- c. 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 practically possible.

Activity	Date Due	Contact person
Back to School Night	First month of each school year	E. Kwong
On-Going Website News and Information	Bi-monthly	E. Kwong
Parent Information/packets	August registration	E. Kwong

distributed (contains contact info., web page addresses, tips on how to be involved in your child's education, curriculum information)		
Membership drive for PTSA	First month of each school year	PTSA President
Volunteer surveys sent to parents	August-October each school year	E. Kwong/C. Klein (activities director and statistics teacher)
Volunteer log maintained and distributed to teachers		E. Kwong

F. If the school wide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Activity	Date Due	Contact person
Final plan posted to public and available for parent comments		E. Kwong

## PART II **REQUIRED** SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent involvement plan, Lawndale High School 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.

- Conduct Back to School Night Presentations annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement;
- Provide frequent reports to parents on their children's progress; and
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.

Activity	Date Due	Contact person
BTSN and Open House	September and April of each school year	E. Kwong
Sign in sheets to file	September and April of each school year	E. Kwong
School parent compact signed	By 10/01 of each school year	All
Contact all parents that did not attend conferences to sign school parent compact	By October 31 <sup>st</sup> of each school year	E. Kwong/ M. Becerra
School parent compact available in handbook	August registration	B. Watson /E. Kwong/M. Becerra
Access to grades using Powerschool	All year	All
5 week progress reports	4 times per year	All
Teacher contact info is published on school website	First week of school	E. Kwong
Chaperone field trips	All year	All
PTSA membership drive	First month of school	PTSA President
Volunteer surveys distributed	Back to School Night	E. Kwong
Volunteer list distributed to teachers	By 10/1 each school year	E. Kwong
Serve on committees as needed	On-going	All

## BUILDING CAPACITY **REQUIREMENTS** 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 under this part –

- a. Shall provide assistance to the parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the State’s academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child’s progress and work with educators to improve the achievement of their children;

Activity	Date Due	Contact person
Curriculum information sent home in August mailer	Registration through first week of school	B. Watson
5 week progress reports	Every 5 weeks	All
Back to School Night	September 2013	E. Kwong
Open House	April 2014	E. Kwong
Parent Education Workshops	On-going as needed	E. Kwong/V. Hernandez
Powerschool	Daily	E. Kwong
Parent teacher conferences	On-going	All

- b. Shall provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement;

Activity	Date Due	Contact person
School news posted on school website	Bi-monthly	E. Kwong
Powerschool training	Once per semester	E. Kwong
ELAC Parent Workshops	Monthly	E. Kwong/R. Munoz (EL coordinator)
EL services	Daily	V. Hernandez
NCLB Title I meeting	12/3/12	E. Kwong/P. Rodas/Y. Amador

- c. Shall educate teachers, pupil services personnel, principals, 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;

Activity	Date Due	Contact person
Parent Involvement Professional Development (at least 2 hrs teachers/3 hrs admin)	Prior to the start of school year	E. Kwong/ V. Hernandez
Website containing parent involvement information	Monthly	E. Kwong/V. Hernandez

- d. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language parents can understand;

Activity	Date Due	Contact person
Notice regarding specific events sent home using Connect Ed	As needed	E. Kwong/V. Hernandez
Translations of text	As needed	E. Kwong/V. Hernandez
School website	As needed	E. Kwong/V. Hernandez

f. Shall provide such other reasonable support for parental involvement activities under this as parents may request.

Activity	Date Due	Contact person
Connect Ed	As needed	E. Kwong
Powerschool	As needed	E. Kwong
Website	As needed	E. Kwong

g. May involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;

h. May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training;

i. May pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;

j. May train parents to enhance the involvement of other parents;

k. May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

l. May adopt and implement model approaches to improving parental involvement;

m. May establish a district parent advisory council to provide advice on all matters related to parental involvement in programs supported under this section;

n. May develop appropriate roles for community-based organizations and businesses in parent involvement activities; and

### PART III ACCESSIBILITY REQUIREMENTS

In carrying out the parental involvement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in a language such parents can understand.

Activity	Date Due	Contact person
Translators at conferences and	As needed	P. Rodas

meetings		
Transportation arrangements	As needed	P. Rodas/SSC Chair
Home language survey	August 09	E. Kwong

**PART IV ADOPTION**

This Lawndale High School Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent Involvement Plan was updated and approved by Lawndale High School SSC on 10/21/2015 and will be in effect for the period of one school year. The school will distribute this Parent Involvement Plan to all parents of participating Title I children and make it available to the community on or before 1/30/16.

**Title 1 Student Parent Compact  
Lawndale High School**

*Lawndale High School and the parents and students participating in its academic program activities and services are funded by Title1, part A of the Elementary and Secondary Education Act (ESEA). The students of Lawndale High School agree that this compact outlines how students, parents and supporting staff will share in the responsibility for high level academic achievement through a partnership of open communication and support. This school parent compact is in effect during the 2015 -2016 school year.*

**REQUIRED SCHOOL-PARENT COMPACT PROVISIONS**

**This Compact will highlight school responsibilities, parent responsibilities and student responsibilities to ensure academic achievement and graduation from Lawndale High school**

**School Responsibilities**

**Lawndale High School will:**

**Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State’s student academic achievement standards as follows:**

- Every class will have a syllabus outlining academic expectations
- Every class will have posted daily focus learning target
- Every class will be student centered, engaging, and will include both student-to-student and teacher-to-student interaction
- The direct interactive instructional methodology will be in evidence in every classroom
- Assessment will be based on the knowledge level acquired by each student
- Students will have ability to make up work at the discretion of every teacher
- Parent teacher conference will be held at ongoing basis as needed to maintain an effective communication with the parent, including but not limited to grade level “Back on Track” nights each semester
- The school will provide parents with a formal progress report every five weeks
- The school will provide parents an online portal in which they can view their child academic progress and attendance on a daily basis
- Parents will be provided the opportunity to observe their child in any classroom of their choice
- Parents will be provided the opportunity and encouraged to volunteer at Lawndale HS
- A Community Liaison will be utilized to facilitate parent involvement through the Lawndale Parent Center

**Parent Responsibilities**

**We, as parents, will support our children’s learning in the following ways:**

- Ensuring that their children arrive on time for instruction daily
- Monitoring attendance through a parent online portal
- Making sure that homework is completed (utilized student planners to check assignments)
- Monitoring amount of television their children watch
- Monitoring video games and cell phone use
- Participating, as appropriate, in decisions relating to my children’s education
- Promoting positive use of my child’s extracurricular time while remaining mindful of their scholastic responsibilities
- Staying informed about my child’s education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate
- Serving, to the extent possible, on policy advisory groups, such as being on the PTO, School Site Council, English Learner Advisory Council, or other school advisory or policy groups
- Support school decisions based on the best interest of their child
- Have the expectation that their child will achieve A-G requirements
- Volunteering in my child’s school

**Student Responsibilities**

**We, as students, will share the responsibility to improve our academic achievement and achieve the State’s high standards. Specifically, we will:**

- Take classes at each grade level that will fulfill A-G requirement
- Attend and be prepared to learn in every class
- Complete all homework, classwork, and project assignments on time
- Be socially responsible and empathetic towards others
- Show respect for self, school, and the community
- Help create an environment that is positive and productive for the community by exhibits ROCKS aligned behaviors
- Maintain a focus on the credits needed for graduation (220)
- Understand the meaning of the graduation profile
- Uphold to the mission and vision of Lawndale High School

_____	_____	_____
School	Parent	Student
_____	_____	_____
Date	Date	Date