

Chino Valley Unified School District

Gerald F. Litel Elementary School

Parent and Family Engagement Policy

2024-2025

School Policy Engagement:

Gerald F. Litel Elementary recognizes that **parents and family members are their children's first and most influential teachers** and that continued **parental engagement in the education of children contributes greatly to student achievement and conduct**. Gerald F. Litel Elementary School shall jointly develop with, and distribute to, parents of Title 1 and Non-Title 1 students a written parental engagement policy, agreed upon by such parents and updated periodically to meet the needs of parents and the school. This policy shall be an addendum component of the School Plan for Student Achievement (SPSA) that promotes a meaningful partnership between the school, the home, and the community.

Title I schools will convene an **annual meeting to inform parents** the requirements of Title I and their right to be involved in the parental engagement policy, and the school-parent compact of strategies to increase parental engagement. The parents of participating students will be involved in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and parent and family engagement policy and school-parent compact. The school will offer a flexible number of meetings and provide, if requested, parents' opportunities for regular meetings to participate in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible. The parent and family engagement policy and school-parent compact will be posted on the school website and distributed to all parents through regular means of communication.

Shared Responsibilities for High Student Academic Achievement:

The staff of Gerald F. Litel Elementary School in consensus with research-based practices knows that the education of its students is a **responsibility shared between school and parents**. The school's primary responsibility shall be to have an effective learning environment that enables all students to meet the academic expectations set forth in the CA Common Core state standards. Parents shall have the responsibility and opportunity to work with the school in a mutually **supportive and respectful partnership** with the goal of supporting their child's learning. The school-parent compact of strategies to increase parental engagement outlines how the parents, the teachers, and students will share the responsibility for improved student academic and behavioral achievement. Gerald F. Litel Elementary School will provide parents with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet. Through an *Action Team for Partnership* process school staff, parents, and community members will jointly review, plan and develop a one-year school-parent compact by grade or department level of promising practices to increase parental engagement to include the six types of engagement listed below (*Epstein's Six Types of Parental Involvement*). The annual school-parent compacts will specify partnership activities for as many of the six types of engagement as possible. The school-parent compact will list district and school improvement goals and describe the "in the classroom" and "at home" strategies for teachers, parents, and students to implement. **Gerald F. Litel Elementary School's goals will include a school improvement goal in these three areas: English Learners, one academic area, and one non-academic area.** The compact will list how the school provides two-way communication between home and school. It will also describe opportunities for parents to volunteer, observe, and participate in the classroom. Annually the school-parent compact will be updated by staff and parents, based on formal and informal data. Also, annually, the *Action Team for Partnerships* will evaluate the effectiveness of the school's home-school-community partnership activities and celebrate successes.

This **shared responsibility** will help the school and parents build and develop a partnership to help children reach or exceed the grade level standards.

Gerald F. Litel Elementary School will support these home-school partnerships by using the following **six types of engagement**:

1. ***Parenting.*** We will promote and support parenting skills and the family's primary role in encouraging a child's learning at each age and grade level, and all staff members will work effectively with our diverse families. Gerald F. Litel Elementary School will provide learning opportunities for parents at our English Learner Parent Advisory Committee (ELAC), GATE Parent Meeting, School Site Council Meetings, and PTA meetings. The Family Engagement Center may offer the Kindergarten Academy to help parents prepare their children for Transitional Kindergarten (TK) and Kindergarten. If able, the Litel Kindergarten teachers will assess incoming Kindergarten students in May and inform their parents as what skills they need to practice in the summer prior to the first day of school.
2. ***Communication.*** We will communicate about curriculum, instruction, assessment, staff development, school programs and student progress through two-way, meaningful, timely and effective methods. At a minimum, annual conferences, reports on student progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided to parents and family members. Gerald F. Litel Elementary School will effectively communicate with parents through Aeries Communication (email, text, phone call), Instagram, X (aka Twitter), school and classroom websites, teacher class pages, the Google Classroom, Aeries Parent Portal, the Parent-Student Handbook, and weekly principal's newsletters.
3. ***Volunteering.*** We will expand the recruitment, training, and recognition of family and community volunteers; we will provide opportunities for families and community members to contribute from home, the workplace, and other community-based sites. Gerald F. Litel Elementary School will offer parents the ability to volunteer by communicating through teachers, PTA, and the school website. Volunteer activities include Room Representatives, Trunk or Treat Night, Night of Giving, Fun Run Annual Fundraiser, International Day, Career Fair, etc. In addition, parents will be invited in to participate in classroom parties, fundraising, and parent engagement training.
4. ***Learning at Home.*** We will promote family engagement in learning activities at home including homework and other curriculum-related activities appropriate to the grade and development of the student. Gerald F. Litel Elementary will provide family opportunities to learn at home through our school and classroom websites, PBIS family workshops, information presented at School Site Council meetings, ELAC meetings, and the many web-based learning programs that the school and district offer. Litel offers Prodigy, Lexia, Accelerated Reader, and Learning Ally.
5. ***Decision-making.*** We will include students, parents, and community members as partners in planning and decision-making. We will encourage participation by parents and family members in decisions that affect their child's educational experiences and comply with state and federal laws and regulations pertinent to family engagement. Gerald F. Litel Elementary will ensure that decisions are made regarding curriculum, school expenditures related to the LCAP, and school programs through the School Site Council, ELAC, GATE Parent Meetings, and the PTA.
6. ***Collaborating with Community.*** We will coordinate resources and services for students and families with businesses, agencies, service organizations and other groups and provide services to the community through our volunteer efforts and community improvement projects. Gerald F. Litel Elementary School will grow community involvement and resources through our Trunk or Treat Family Fun Night, Dine-Out Nights, A Night of Giving, Career Fair, International Day, and relationships with Chino Human

Services to provide counseling, during the school day/year, when needed. Chino Health Counseling Services are free for students who are referred from Litel.

Building Capacity for Parent Engagement

The Gerald F. Litel Elementary School school staff is committed to partnering with parents in the following ways:

- assist parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of their children
- provide materials and training to help parents work with their children to improve their children's academic achievement
- educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners
- coordinate and integrate parental engagement with other programs and activities in our school and support parents in more fully participating in the education of their children
- distribute information related to school and parent programs, meetings, and other activities to the parents of participating students in a format and, to the extent practicable, in a language the parents understand
- provide such other reasonable support for parental engagement activities under this section as parents may request

Accessibility

Our school, Gerald F. Litel Elementary School and our LEA shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports required under Section 6311 in a format and, to the extent practicable, in a language such parents understand.

(revised 2019-2020)