

# Chino Valley Unified School District

## Robert O. Townsend Junior High School School-Level Parental Engagement Policy 2018-2019 - Partnerships for Learning Network

### Policy Engagement:

Robert O. Townsend Junior High School recognizes that **parents/guardians 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**. A parent engagement policy for Title I (*Federal*) and Non Title I schools shall be an integral component of the School Plan for Student Achievement (SPSA) that promotes a meaningful partnership between the school, the home, and the community. Robert O. Townsend Junior High School will involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement process of the school's programs, parental engagement policy and school-parent compact. 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 school-parent compact of strategies to increase parental engagement. Robert O. Townsend Junior High School will provide parents with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet. The parental engagement policy and school-parent compact will be posted on the school website and available for all parents through regular means of communication (i.e. student handbook, newsletters, parent center, parent corner in office). Annually the policy will be reviewed and revised as needed by staff and parents.

### Shared Responsibilities for High Student Academic Achievement:

The staff of Robert O. Townsend Junior High 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 helping their children succeed in school. The school-parent compact of strategies to increase parental engagement outlines how the parents, the teachers/administrators, and students will share the responsibility for improved student academic and behavioral achievement. This **shared responsibility** will help the school and parents build and develop a partnership to help children reach or exceed the grade level standards. The school-parent compact will list district and school goals and describe the "in the classroom" and "at home" strategies for teachers, parents, and students to implement.

### Building Capacity for Parent Engagement

The Robert O. Townsend Junior High School staff is committed to partnering with parents in the following ways:

- assist parents in understanding academic content and achievement standards and assessment
- 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
- distribute information related to school and parent programs, meetings, and other activities to the parents of participating students

Robert O. Townsend Junior High 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 children’s learning at each age and grade level, and all staff members will work effectively with our diverse families. Robert O. Townsend Junior High School will hold “Parent Nights” throughout the year to support parents and their children on topics such as academics, social emotional development, technology, and motivation.
2. ***Communication.*** We will communicate about curriculum, instruction, assessment, staff development, school programs and student progress through timely and effective school-to-home, home-to-school, and school-to-community methods. An emphasis will be made to communicate effectively with those parents who have limited proficiency in English or literacy challenges. Robert O. Townsend Junior High School will hold four ELAC meetings throughout the year to allow for English Language Learner parents to be involved in the decision making of EL funds and curriculum. All important documents that are sent home are translated into either Spanish or Mandarin. Messages of important events are sent home via phone calls to the parent’s primary phone number on file.
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. Robert O. Townsend Junior High School will recruit parent and family members to be involved in PTSA. This parent led group has many opportunities for parents to volunteer their time both on campus and off campus. They also have the opportunity to volunteer from home. Parents are also encouraged to volunteer within the various classes and programs at Townsend.
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. Robert O. Townsend Junior High School will provide online access to grades and available textbooks. Students are also given the opportunity to practice their math and literacy skills using online curriculum resources that can be accessed online from home or school (Khan Academy, Newsela, Common Lit, etc.). Many of the student classes incorporate project-based learning where the students are expected to research and create projects at home based on the state standards and the rules and guidelines from a particular class.
5. ***Decision-making.*** We will include students, parents, and community members as partners in planning and decision-making. We will encourage participation by parents/guardians in decisions that affect their child’s educational experiences and comply with state and federal laws and regulations pertinent to family engagement. Robert O. Townsend Junior High School will involve parents and students in the School Site Council where they will be able to provide feedback to the Principal about programs, policies, and funding. Within the School Site Council, the parents, students, and staff vote to approve or deny various decisions relating to school funding, programs, and policies. Townsend provides parents an annual survey to ask for feedback on existing programs and future needs.
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. Robert O. Townsend Junior High School will participate in Principal for a Day, where community members act as the Principal for the day. Townsend provides Family Nights at local restaurants along with special events on campus to support the

school through community building. Townsend also has Chino Human Services on site for those students who may benefit from counseling services.

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 above (*Epstein's Six Types of Parental Involvement*). **These promising practices will be linked to specific school improvement goals and the school-parent compacts will be added to the annual SPSA.** The annual school-parent compacts will specify partnership activities for as many of the six types of engagement as possible. **Townsend's goals shall include strategies to engage English Learner parents, support academic and non-academic goals through parental or community partnerships, and develop a climate of partnership with ALL parents.** 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. The annual actions and services for families from the district Local Control Accountability Plan (LCAP) will be included in the compacts.

Annually, the *Action Team for Partnerships* will evaluate the effectiveness of the school's partnership activities, compacts, and policies and celebrate successes for the year.

### **Accessibility**

Robert O. Townsend Junior High School to the extent practical, will provide parents with limited English proficiency opportunities to fully participate in school-sponsored activities by **using translation at all meetings and workshops and by sending written notices and reports in a language (to the extent possible) that parents understand.**