METROPOLITAN HIGH SCHOOL
PARENTAL INVOLVEMENT POLICY
2016-2017

Metropolitan High School recognizes that a critical element of effective schooling is parent involvement. The school and the home cannot be looked at in isolation from one another. Collaboration between families and schools is needed to help students adjust to the responsibilities of being successful students and to prepare them to become responsible citizens and caring family members.

This school-level policy describes the means for carrying out all Title I parental involvement requirements and contains the following four sections: I) Involvement of Parents in the Title I program, II) Shared Responsibility/Home-School Compact, III) Building Capacity for Involvement, and IV) Accessibility [20 USC 6318 Section 1118(c)-(f)].

SECTION I: INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM

To involve parents in the Title I program, the following practices have been established.

Metropolitan High School convened the Annual Title I meeting on October 25, 2016. Through this meeting, parents of Title I students were informed about the Title I requirements and their rights to be involved in the Title I program. Metropolitan High School also informs parents of their right to be involved in the Title I program, its planning, improvement, and reviews during and not limited to:

1. Back-to-School Night, Open House events
2. School Site Council Trainings
3. Through other parent meetings such as Coffee with the Principal and other school-wide programs.
4. Sending information out through flyers and Blackboard Connect phone calls for SSC and other meetings.
5. Parent Conferences PHBAO
6. Health and College Fair

The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.

1. Back-to-School Nights and Open House are offered after school 4-6 pm
2. SSC meetings are held at 2:40 pm to accommodate staff, parents and students.
3. During PHBAO Parent Conferences scheduled from 3-5 pm
4. Parent requested Parent Conference

The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school’s Title I programs and the Title I parental involvement policy. Some ways the school accomplishes this is:

1. Annual Parent Surveys
2. Monthly Coffee with the Principal Meetings
3. Monthly SSC Meetings
4. Other parent meetings where feedback is incorporated in the local needs assessment for the instructional program. Discussions are held and suggestions are made for the SPSA, Title I, and EL/Title III student budgets.
5. Parent workshops that are provided to parents inform and provide resources to strengthen the home-school connection; including LD PACE meetings.

The school provides parents of Title I students with timely information about Title I programs. Some of the ways Metropolitan High School accomplishes this is:
1. **Back-to-School Night** provides teachers an opportunity to give information about Title I and all programs offered at Metropolitan High School students and parents.
2. **On-going parent workshops** provide information on Title I and other district and state mandated programs and initiatives.
3. By holding bi-annual parent conferences, as well as informal and formal conferences throughout the year, parents may obtain information on Title I and other programs.
4. **Open House** provides parents another opportunity to visit, review and inform themselves as to Title I and other program information.
5. **Parent school/district Annual Title I meeting**, notifications, flyers, bulletins, memos, references are sent via students, on meeting agendas, and bulletin boards.

The school provides parents of Title I 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. Metropolitan High School accomplishes this in the following manner:

1. **Back to School Night** and **Parent Conferences** provide teachers an opportunity to give an overview of the instructional programs here at Metropolitan High School.
2. **Parent workshops** on understanding district, state, and federal mandated Common CORE Standards (CCSS) and assessments such as: California Assessment of Student Performance and Progress (CAASPP), Smarter Balanced Assessment Consortium (SBAC), Interim Assessments, and teacher assessments for mastery.
3. By holding bi-annual parent conferences as well as informal and formal conferences throughout the year.
4. **Open House** provides parents another opportunity to visit, review and inform themselves as to their children’s progress and their current schoolwork.
5. **Title I mandatory district, school, and community meetings.**

If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

Some ways Metropolitan High School does this is by:

1. **SSC and ELAC meetings** are open to all parents and include opportunities for the public to comment on school decisions and issues.
2. Principal and staff serve as liaison to assist parents to participate and be involved at all phases of all school related activities, meetings, and functions.
3. Parents may also participate by attending Coffee with the Principal, and other informal parent meetings, where they can provide direct input and have meaningful conversations with school administration and leadership.

**SECTION II: SHARED RESPONSIBILITY /HOME-SCHOOL COMPACT**

The school staff, parents, and students shall jointly develop a student-parent-school compact that explains how students, parents and school staff will share the responsibility for improved student academic achievement. The compact shall be reviewed annually and modified as needed. The compact shall:

1. Be signed by all parties and a copy given to all parties. The responsibilities will be discussed on a regular basis at parent meetings and with students at times during the school year.
2. Describe how the school staff will be responsible on a daily basis to provide a high-quality instructional program that will enable the students to meet the standards necessary for graduation and to provide a caring and nurturing environment that values each and every student.
3. Explain how parents will be responsible for supporting their child’s learning by reinforcing the goals of the school and creating a learning and productive environment at home, and to also foster a loving and caring atmosphere in the household.

4. Describe what is required of students to become not only successful learners, but to take responsibility for their own life so that they will become responsible citizens upon completion of school.

The Compact is included at the end of this Parent Involvement Policy.

SECTION III: BUILDING CAPACITY FOR INVOLVEMENT

Metropolitan High School engages Title I parents in meaningful interactions with the school. It supports a partnership among teachers, all school 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 parents with assistance in understanding the State’s academic content standards, assessments, and how to monitor and improve the achievement of their children. Here is how Metropolitan accomplishes this:

1. By holding formal and informal parent conferences, parent workshops led by the principal, teachers and other district personnel, to understand and discuss the CCSS, ELD portfolios, CELDT results, reclassification criteria, CAASP, SBAC, and other interim assessments. Odyssey High School also distributes to parents district provided reading materials and opportunities to attend training outside of the school. Classes and materials are provided in parents’ home language.

2. Parent workshops on how to understand CAASP, SBAC, RI, CELDT results and other assessments.

The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. Metropolitan accomplishes this by:

1. Parent workshops led by principal, teachers and other professionals in the area of their expertise to assist parents with being more active in their children’s educational development.

2. The principal will provide workshops on state and district tests such as the Smarter-Balanced Assessment and CELDT/ RI requirements.

3. Strategies to use at home to support their child’s academic achievement.

With the assistance of Title I parents, the school educates all teachers and all staff members about the value of parent contributions, and in how to work with parents as equal partners. Metropolitan High School does this by:

1. Parent input provided via the School Experience Survey is used to determine professional development and training for teachers, administrators, and other staff members.

2. Through professional development, all staff members receive the required and recommended resources to enable them to work with their parents as equal partners.

3. All staff receives training on the benefits of parental involvement and welcoming environments.

The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as the Health and Career Fair, to encourage and support parents in more fully participating in the education of their children. Here is how this happens at Metropolitan High School:

1. Encourage and train parents to take leadership roles in order to effectively serve on the School Site Council, Title I Advisory Committee, and other parent-school committees.

2. Metropolitan High School participates in articulation between comprehensive feeding schools to assist students not meeting A-G requirements.

3. The Health and Career Fair provides students and parents of Metropolitan High School the opportunity to engage in conversations on how to develop a pathway towards College and Career preparedness.
4. Developing appropriate partnerships with community based organizations and businesses such as Edd Hub Cities, Mexican Opportunities Foundations, Work Source, Archdiocesan Youth Employment Services and local community colleges.

The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand. Metropolitan High School does this in the following manner:

1. Announcements, newsletters, flyers, Blackboard Connect, mailings, and all written materials are communicated in English and Spanish since Metropolitan High School is predominantly Hispanic.
2. All meetings and events are held in both languages or provided with translation, if required.
3. Parent surveys and informational flyers are translated and sent home in both languages.

The school provides support for parental involvement activities requested by Title I parents in the following manner:

1. Morning, mid-afternoon, and late parent workshops are held based on district, school, student, programs, and parent needs.
2. Principal facilitates school parent Title I involvement with monthly and as needed meetings.
3. Parent Center outreach to parents through Blackboard Connect, written and in person communication.
4. Any trainings requested by parents during Coffee with the Principal, recommended by SSC or ELAC members, or brought to the attention of the Administrative team, are made available the following month or as soon as resources and the school calendar permit.

**SECTION IV: ACCESSIBILITY**

Metropolitan High School ensures accessibility and participation of all parents of Title I students. Opportunities for the participation of all Title I parents, include 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 parent understands. Metropolitan High School accomplishes this by:

1. The Main Office is made available for students, parents, and staff to disseminate information regarding district, school, and community needs.
2. Announcements, letters, flyers, Blackboard Connect, mailings, and all written materials are communicated in English and Spanish since Metropolitan High School is predominantly Hispanic.
3. All meetings and events are directed and held in both languages if required.
4. Parent surveys are translated and sent home in both languages.