



**Title I, Part A Single-School LEA
Parent and Family Engagement Policy**

Diego Hills Central (DHC) with parents and family have jointly developed, mutually agreed upon, and distributed to the parents of students a written parent and family engagement district-level policy requirements (ESSA Section 1116[a][2]) and school-level policy requirements (ESSA sections 1116[b] and [c]).

Describe how parents and family members are involved in the development of the Title I, Part A parent and family engagement policy (ESSA Section 1116[a][2]):

By developing a Parent and Family Engagement Policy, DHC wants to partner with families to promote a positive and safe student-centered learning environment. This policy aligns with the LEA's plan developed pursuant to federal law and submitted to the California Department of Education (CDE) with the DHC's Consolidated Application.

In collaboration with Title I families, DHC has developed a written Parent and Family Engagement Policy. Feedback was gathered from all stakeholders during the November 2021 PAC/ELAC meeting. In addition, parent/guardian input and feedback were solicited through meeting discussions and surveys as part of our process for continual improvement. Parents/guardians are also given opportunities throughout the school year to provide input on programs and policies and participate in meetings to make informed decisions about their student's education.

In collaboration with Title I families, the DHC leadership team will be responsible for developing, revising, and approving the Parent and Family Engagement Policy annually to ensure that the policy meets the parents/guardians' current school needs. The policy will be available in English and Spanish on the school's website, and hardcopies will be available onsite. Title I allotted funds will be allocated for meetings to include materials, translators, and bus passes.

Describe how parents and family members will be involved in the development of the LEA Plan and support and improvement plans under ESSA Section 1111(d)(1-2) (ESSA Section 1116[a][2][A]):

DHC recognizes the importance of a strong partnership between the school and families in developing the policy. DHC is committed to engaging families in the learning and decision-making process for their student's education. The school values the input from families and understands the role families play in the students' academic success. Families receive notifications via Learn4Life Connect, emails, text messages, and phone calls home. Families are encouraged to meet with their teacher during Parent-teacher conferences, Open Houses, quarterly PAC/ELAC meetings, and Award Nights.

Parents/guardians are invited to participate in various LCAP meetings, complete feedback surveys, and other Title I specific scheduled events throughout the year.

School information and event notifications will be available in English and Spanish, and all event notifications will be made available on the school's website.

On an annual basis, DHC will submit the policy to the PAC/ELAC for review and feedback before the plan is submitted to the CDE with the Consolidated Application.

Describe how the LEA provides the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the LEA in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, and how this may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education (ESSA Section 1116[a][2][B]):

DHC will coordinate the planning and implementation of an effective school program to improve academic achievement and school performance. The California Family and Parent Engagement Framework will continue to be a guiding model for meaningful involvement activities.

DHC will provide reasonably identified technical assistance to stakeholders for implementing effective engagement activities. The school may reserve 1% of the Title I, Part A funds to carry out and sustain parent and family engagement requirements, with 90% of it allocated to supporting the implementation of the Parent and Family Engagement Policy (ESSA Section 1116(a)(3)(A)). The school will distribute all funds not reserved for parent and family engagement to identified programs based on English Language Learner, foster youth, homeless, and low-income students.

Family input opportunities include: Parent-teacher conferences and regular check-in meetings regarding their students' academic achievement and progress, PAC/ELAC meetings, Awards Nights, Open House, and other information sessions conducted throughout the year.

DHC will develop the necessary technical assistance for planning and implementing practical parent involvement activities to improve student academic achievement and school performance. Methods to accomplish this may include building an internal team to train staff on effective parent and family engagement practices and developing PLCs based on parent/guardian input and survey data.

Describe how the LEA coordinates or integrates parent and family engagement strategies with other relevant federal, state, local laws, and programs (ESSA Section 1116[a][2][C]):

DHC will coordinate parent/guardian activities with other federal, state, and local programs where applicable. Outreach and support events will be held to encourage family participation.

DHC will coordinate with its Title I families annually according to the identified needs outlined in the Local Control Accountability Plan (LCAP).

Family input opportunities include: Parent-teacher conferences and regular check-in meetings regarding their students' academic achievement and progress, PAC/ELAC meetings, Awards Nights, Open House, and other information sessions conducted throughout the year.

Describe how the LEA will conduct, with meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this Policy on improving academic quality of all schools served under Title I, Part A (ESSA Section 1116[a][2][D]):

DHC's annual meeting for reviewing the Parent and Family Engagement Policy will include an evaluation of the content and effectiveness of the policy by utilizing student achievement and progress data to determine the effectiveness of the plan under Title I, Part A (ESSA Section 1116[a][2][D] & 1116[a][2][E]). Student achievement data will include:

- State and local assessment data.
- LCAP goals and metrics data.
- Parent survey data.

The annual Title I, and LCAP meetings are used to evaluate the effectiveness of both plans.

Parent/Guardian involvement opportunities: The annual Title I and LCAP meeting and the parent/guardian LCAP survey.

Describe how the LEA includes the following in the annual evaluation of the Title I, Part A parent and family engagement policy: identify barriers to greater participation by parents in activities authorized by this section (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background); identify the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and identify strategies to support successful school and family interactions (ESSA Section 1116[a][2][D][i-iii]):

DHC will conduct an annual evaluation of the Parent and Family Engagement Policy during the PAC/ELAC meeting to determine the policy's effectiveness in improving the academic quality and identifying the barriers for increasing family participation.

Parents/guardians will complete a survey to identify their student's greatest needs, and the results will be shared with all stakeholders. DHC will pay particular attention to parents/guardians who are low-income, disabled, and speak a language other than English.

DHC will use the findings of the survey to revise the Parent and Family Engagement Policy. DHC will develop, modify, and approve the Parent and Family Engagement Policy in a format and language that promotes meaningful engagement and is easy to understand. In addition, DHC will provide parents/guardians with various meeting formats and times throughout the school year to maximize participation. All materials will be translated into English and Spanish, translators will be available, and bus passes will be provided upon request.

DHC will provide families with materials in understanding the Common Core and Next Generation Science Standards, state assessments (CAASPP) and results, and Title I, Part A, requirements. In addition, the school will provide support on how to help their students with homework, monitoring their student's progress, and effectively working with the school to help all students succeed. The California Family and Parent Engagement Framework will be used as a guide in determining effective strategies. DHC will provide materials and training to help families work with their students to improve their achievements, such as literacy and technology training.

Describe how the LEA will use the findings of such evaluation ESSA Section 1116(a)(2)(D)(i-iii) to design evidence based strategies for more effective parent/guardian involvement and to revise, if necessary, the parent and family engagement policy (ESSA Section 1116[a][2][E]):

DHC will use the findings of the survey to design a more effective Parent and Family Engagement Policy.

To assist with the learning of their student, families need to know how to:

- Support their student's learning through strategies aligned with what their student's teacher is using.
- Reinforce good study habits in the home by designating study/workspaces and develop independent work time to complete schoolwork.

Parents/guardians also need to know:

- What and how their student is learning consistently.
- How to establish a partnership with regular two-way communication between home and school.

To support successful school and parent/guardian interactions, DHC is committed to engaging parents/guardians through:

- The use of multiple methods of communication - flyers, phone calls, email, text messages, Learn4Life Connect posts, and the school website.
- Scheduled PAC and ELAC Meetings.
- Annual parent/guardian surveys.
- Enhancing the awareness and skills of teachers, administrators, and staff in reaching out to, communicating with, and working with parents/guardians as equal partners.

DHC will provide school leaders with professional learning and training to assist in using effective communication and collaboration skills when working with families to improve their student's academic achievement.

Describe how the LEA involves parents/guardians in the activities of the schools served under Title I, Part A, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members served by the LEA to adequately represent the needs of the population served by the LEA for the purposes of developing, revising, and reviewing the parent and family engagement policy (ESSA Section 1116[a][2][F]):

DHC has a PAC/ELAC composed of parents/guardians and staff to develop, revise, and review the Parent and Family Engagement Policy and conduct other school activities. The PAC/ELAC include families of low-income, foster youth, and special education students. Everyone is welcome to attend the PAC/ELAC meetings, as they are open to the public.

The school will provide regular communication through flyers, phone calls, email, text messages, Learn4Life Connect posts, and the school website to promote the school's mission.

DHC will coordinate and integrate the Parent and Family Engagement Policy with other applicable federal, state, and local programs. Parent/guardian outreach and support events will be held that encourage and support parents/guardians in more fully participating in the education of their student.

Describe how parents and family members of participating students in Title I, Part A programs are involved in jointly developing, distributing to, a written school parent and family engagement policy, agreed upon by such parents/guardians for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

To involve DHC family members in the development and agreement of this policy, the following documents will be disseminated to families for review and feedback through PAC/ELAC/Title I meetings:

1. Title 1, Part A Parent and Family Engagement Policy
2. School-Parent Compact

3. Parent Notices as they apply to the Title I, Part A Non-Regulatory Guidance

Describe how parents and family members of participating students in Title I, Part A programs, may amend a parent and family engagement school policy that applies to all parents and family members, if necessary, to meet the requirements (ESSA Section 1116[b][2]):

Family members of DHC may propose amendments to the Parent and Family Engagement Policy by providing input during PAC/ELAC meetings where the policy is being discussed. Members and attendees of the PAC/ ELAC will discuss the input and make amendments to the policy as needed.

Describe how the LEA involved has a school district-level parent and family engagement policy that applies to all parents and family members in all schools served by the LEA, and how the LEA may amend that policy, if necessary to meet the requirements (ESSA Section 1116[b][3]):

The policy applies to all parents/guardians and students served by DHC; and the LEA may amend the policy if necessary, to meet the requirements.

DHC will use the following methods of communication with parents and family:

- The Title I Parent and Family Engagement Policy is provided in both English and Spanish.
- The policy is distributed to parents/guardians who attend Title I meetings, PAC/ELAC meetings, and other annual events such as Open House and Parent-Teacher Conferences.
- The policy is included in the Student Handbook, registration packet, and on the school website.

Describe how parents and family members of students participating in Title I, Part A programs can, if they find that the plan under ESSA Section 1112 is not satisfactory to the parents and family members, and the LEA shall submit the parent/guardian comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

If the DHC plan is not satisfactory to the parents/guardians of participating students, any comments will be submitted with the plan to the CDE.

Parents/guardians of DHC are encouraged to give feedback and input on Title I, Part A programs via:

- Title I Annual Meeting

- PAC and ELAC Meetings
- Open House or Parent-Teacher Conferences
- Parent/Guardian Surveys
- School contact information provided on the school website

Describe how the school served by Title I, Part A funds holds an annual meeting, at a convenient time, to which all parents and family members of participating students shall be invited and encouraged to attend, to inform parents/guardians of their school's participation under Title I, Part A and to explain the requirements and the rights of the parents/guardians to be involved (ESSA Section 1116[c][1]):

DHC will convene an annual meeting to which all parents/guardians of students participating in Title I, Part A programs are invited and encouraged to attend. DHC will hold additional meetings to ensure the maximum parent/guardian participation by providing flexible times, such as morning or evening meetings.

The information provided at the meetings will inform parents/guardians of DHC's Title I, Part A funds and the specific requirements of Title I, Part A. Additionally, parents/guardians will be informed of their rights to be involved in Title I, Part A programs.

Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening. There are funds provided under Title I, Part A, for transportation, childcare, or home visits, and for services related to parent/guardian involvement (ESSA Section 1116[c][2]):

DHC will take the following steps to ensure maximum parent/guardian involvement:

- Emails, One-Calls, and L4L Connect posts will be sent to the students and parents/guardians on multiple separate occasions.
- The agendas to the PAC /ELAC meetings will be posted to the school website and onsite.
- Virtual meeting links will be posted on the meeting agendas.
- Parents/guardians will be notified that childcare and transportation is available to them free of charge.
- Parents/guardians will be given the option of meeting in-person or virtually for all meetings.

Describe how parents and family members of participating students are involved in an organized, ongoing, and timely way in the planning, review, and improvement of programs under Title I, Part A, including the planning, assessment, and improvement of the school parent and family engagement policy and the joint development of schoolwide program plan under ESSA Section 1114(b), except that if a school has in place a process for involving parents/guardians in the joint planning and design of the

school's programs, the school may use that process, if such a method includes an adequate representation of parents/guardians of participating students (ESSA Section 1116[c][3]):

To involve parents/guardians in an organized, ongoing, and timely way in the planning, review, and improvement of Title I, Part A programs, the Parent and Family Engagement Policy, and the LCAP plan, DHC will involve parents/guardians of participating students as follows:

- Annual LCAP development process and surveys
- Annual Title I Meeting
- Scheduled PAC and ELAC Meetings
- Parent-Teacher conferences and regular check-in meetings with parents/guardians regarding their student's academic progress.

DHC will use the above to encourage participation and feedback from parents/guardians. The school administration will review and analyze parent/guardian feedback, including any necessary follow-up meetings, and incorporate updates following the appropriate channels.

Describe how the school is providing parents and family members of participating students of Title I, Part A programs: timely information about programs under Title I, Part A; 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 state academic standards; and if requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their student, and respond to any such requests as soon as possible (ESSA Section 1116[c][4][A-C]):

DHC will send via mail, orientation, and registration a notice to parents/guardians of participating students the following information:

- Information about Title I, Part A programs.
- Title I, Part A requirements will be presented during the annual meeting.
- A description of the parents/guardians' rights for students who participate in Title I, Part A programs.
- A description of how parents/guardians can participate in the planning, reviewing, and improving the Parent and Family Engagement Policy and the Title I, Part A program.
- A description and explanation of the curriculum, assessments, and achievement levels for the state academic standards will be provided to families.
- A copy of the most current Parent and Family Engagement Policy and a feedback form for parents/guardians to comment on its content.

- DHC will include a survey for parents/guardians to complete identifying whether they will require transportation and childcare to participate.

Describe how when the schoolwide program plan, ESSA Section 1114(b), is not satisfactory to the parents/guardians of participating students in the Title I, Part A programs, parents/guardians can submit comments on the plan (ESSA Section 1116[c][5]):

If the DHC plan is not satisfactory to the parents/guardians of participating students, the school will submit any comments when the plan is submitted to the CDE.

DHC Title I, Part A Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of students participating in Title I, Part A programs on November 18, 2021. DHC will distribute the policy to all parents and family members of participating Title I, Part A students on or before March 1, 2022 and annually on or before September 30 thereafter.