

**Crocker Highlands Elementary**  
**School Parent/Guardian Involvement Policy: Adopted May 2, 2017**

Crocker Highlands agrees to implement the following statutory requirements:

- The school will jointly develop with parents/guardians and distribute to parents/guardians, a Home School Compact that school and parents/guardians of participating children agree on.
- The school will notify parents/guardians about the Home School Compact in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents/guardians in a language the parents/guardians can understand.
- The school will make the Home School Compact available to the local community online and in hard copy.
- The school will periodically update the Home School Compact to meet the changing needs of parents/guardians and the school.
- The school will adopt the school's Home-School compact as a component of its School Parent/Guardian Involvement Policy.
- The school agrees to be governed by the following statutory definition of parent/guardian involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parent/guardian involvement means the participation of parents/guardians in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- That parents/guardians play an integral role in assisting their child's learning
- That parents/guardians are encouraged to be actively involved in their child's education at school
- That parents/guardians are full partners in their child's education and are included as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- That parents/guardians play a role in collaborating with school staff to contribute to the health and safety of their own children as well as to the school community

**Building Parent/Guardian Capacity for Involvement**

Crocker Highlands engages parents/guardians in meaningful interactions with the school. It supports a partnership among staff, parents/guardians, and the community to improve student academic achievement. To help reach these goals, we do the following:

**1) Offer a flexible number of meetings for parents/guardians, and involve all parents/guardians in an organized, ongoing, and timely way in the planning, review and improvement of all programs.**

- Invite all parents/guardians to participate in SSC meetings
- Invite all parents/guardians to participate in PTA meetings
- All family information is posted, sent out via email and is available as hard copy
- Room parents/guardians for each class disseminate some school information

- SSC, staff and PTA review programs to determine effectiveness
- Benchmark Assessment data shared at parent/guardian conferences

**2) Assist all parents/guardians in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children.**

The school will, with the assistance of the district, provide assistance to parents/guardians of children served by the school in understanding the following topics:

- The State of California Common Core Standards (academic content)
- The State of California's student academic achievement standards
- The State of California's and Oakland Unified School District's academic assessments, including alternate assessments
- Academic proficiency levels students are expected to achieve
- The requirements of the Title 1 Program (if applicable)
- How to monitor their child's progress

The above information is shared throughout the school year, beginning at Back-to-School Night.

Teachers share benchmark data with families, and meet with families for conferences once per year and more often if requested. Teachers also provide information about student progress on detailed standards-based report cards.

**3) Provide materials and training to help all parents/guardians work with their children to improve their children's academic achievement.**

Parent/guardian Education Nights will be planned throughout the year to give parents/guardians strategies to use in order to improve their children's academic achievement. Strategies will also be shared with parents/guardians at conferences with teachers and through the school bulletin. Information about California Common Core State Standards are available at <http://www.cde.ca.gov/re/cc/>.

**4) Educate staff, with the assistance of all parents/guardians, as to the value of parent/guardian contributions and how to work with parents/guardians as equal partners.**

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|----------------------------------|--|
| • Back-to-School Night           | • PTA meetings                               |
| • Staff professional development | • Teacher conferences with parents/guardians |
| • SSC meetings                   |  |

**5) Coordinate and integrate activities that encourage and support parents/guardians to more fully participate in the education of their children.**

- Parent/guardian volunteers in the classroom and on field trips
- School-wide events (Walk-a-thon, Back-to-School Night, Spaghetti Feed, Open House, Book Fair, Book Swap, Mosaic Day)
- School Tours for prospective parents/guardians
- Parent/guardian education events

- Academic enrichment activities such as Science Fair, Living Museum, Oratorical Festival, LHS Math & Science Nights
- 6) Distribute information related to school and parent/guardian programs, meetings, and other activities in a form and language that the parents/guardians understand.**
- School website
  - School Bulletin
  - Yahoo Group Announcements
  - Classroom Newsletters
  - Bulletin boards
  - Room parent/guardian communication
- 7) Provide childcare & food for evening adults-only events**
- PTA meetings
  - Parent education events
- 8) Provide time for teachers to meet with families so they have opportunities to participate in decisions related to the education of their children.**
- Schedule minimum days
  - Provide substitute coverage so teachers may conference with families during the school day
- 9) Provide all parents/guardians, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children.**
- Teacher conferences with each family once per year (more if needed)
  - Student Study Team (SST) meetings
  - Evening education events for parents/guardians
  - PTA — involvement through committees
  - School Site Council (SSC) — all are welcome
- 10) Accessibility: Provide opportunities for all parents/guardians to participate, including parents/guardians with limited English proficiency, parents/guardians with disabilities, and parents/guardians of migratory students. This includes providing information and school reports in a form and language parents/guardians understand.**

We utilize parents/guardians within the community and/or OUSD's Translation Services department to translate documents and conversations/meetings as needed. We have an elevator for parents/guardians with mobility issues so they can access all parts of our campus.

### **Home School Compact Adoption**

Crocker Highlands has jointly developed with and distributed to all parents/guardians a Home-School Compact that outlines how parents/guardians, the school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents/guardians will develop a partnership to help

children meet or exceed grade level expectations as defined in the California Common Core State Standards.

The School Site Council (SSC) wrote the previous Home School Compact during the 2015-16 school year and distributed it in October 2015.

This version of the policy was adopted by the Crocker Highlands School Site Council on May 2, 2017 and will be in effect for the period of one year. It will be posted on the school's website and distributed to families no later than October 2017.

The School Site Council will revisit the Home School Compact in the spring of 2018. The approved document will be posted on the school's website for the community's benefit immediately thereafter and distributed to all parents/guardians no later than October 2017. Crocker Highlands' notification to the community of this policy will be in an understandable uniform format and, to the extent practicable, provided in a language the parents/guardians can understand.

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(Principal's Signature)

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(Date)