



VACAVILLE UNIFIED SCHOOL DISTRICT
PARENT & FAMILY ENGAGEMENT POLICY

In support of strengthening student academic achievement, the Vacaville Unified School District receives Title I, Part A funds therefore we must: **1)** develop jointly with, **2)** agree on with, and **3)** distribute to, the parents of participating children a written parent and family engagement policy.

The parent and family engagement policy must contain information required by section 1116 of the Every Student Succeeds Act (ESSA). The policy describes how the Vacaville Unified School District will implement a number of specific parent and family engagement activities, and is integrated into the VUSD plan submitted to the State Educational Agency (SEA).

VUSD will take the following actions to involve parents and family members in the development of this **Districtwide Policy:**

- *Annual LCAP Stakeholder meetings to discuss the plan's effectiveness and gather feedback*
- *School Site Council meetings and discussions*
- *DELAC Meetings*
- *Annual parent survey results*

This policy and all school policies will be posted on our system and school websites where they are available for parent comments and suggestions. This policy is a working document subject to review and revision.

Parents and family members will be involved in developing **school** improvement plans by the following actions:

- *Include parents in School Site Council Meetings to annually review the plan and policy*
- *Provide parent access to the school's Title 1 School Plan for Student Achievement (SPSA)*
- *Distribute surveys to parents to involve them in the design, review, and improvement of the School Plan*
- *Record observations and comments in the minutes of annual school meetings.*
- *DELAC meetings*

Vacaville Unified School District will provide 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 in the following ways:

- *Provide regular meetings to support and guide school site administrators with the process to jointly develop and review parent/ family engagement policies and school compacts*
- *Use findings from the needs assessment to assist schools with parent engagement*
- *Review school, parent and family engagement policy/plan to ensure compliance*
- *Provide documents in English and Spanish for site ELAC meetings*
- *Provide on-going in-service for parent liaisons (at applicable sites) and site administrators on programs and means of effectively involving parents*

How will LEAs coordinate or integrate parent and family engagement strategies with other relevant federal, state, local laws, and programs (ESSA sections 1116[a][2][C], and 1116[e][4])?

The Categorical Program Coordinator and the EL Coordinator will assist schools and families in need of services provided by the district and/or other county and state agencies.

How will LEAs 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, and use the finding to design evidence-based strategies (ESSA sections 1116[a][2][D], and 1116[a][2][E])?

- *VUSD and School Site Councils will review parent surveys and this parental involvement policy to determine if parent involvement is increasing and to explore ways to increase the involvement.*
- *Review of needs assessment from ELAC and DELAC meetings*

What are the barriers to greater participation by parents in activities authorized by ESSA Section 1116? Please note with particular attention, parents and family members who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background (ESSA Section 1116[a][2][D][i]):

The most significant barriers parent participation includes:

- *Timely communication*
- *Parental understanding that the activity or event is of value to them*
- *Welcoming environments at schools that promote community amongst all parents.*
- *Presenting the materials or event in a manner that is comprehensible to them*
- *Cost of the events or if the event is free, cost for food and activities at the event*
- *Lack of paper bulletin announcements/ newsletters, marquee usage*
- *Concern about fingerprinting and immigration status*
- *Last minute communication about ELAC and other meetings*

What are the needs of parents and family members so that they may assist with the learning of their children, including engaging with school personnel and teachers (ESSA Section 1116[a][2][D][ii])?

There is need for parent training on:

- *The common core standards and promoting literacy in the home*
- *Ways to volunteer at school*
- *Where to obtain fingerprints for volunteering on fieldtrips*
- *Questions to ask at parent teacher conferences*
- *How non-English Speakers may contact their teacher and how to request a meeting*
- *How to access School Loop*
- *How to access adult school classes*
- *Special Education process and initial identification for Spanish Speaking families*

What are the strategies used to support successful school and family interactions (ESSA Section 1116[a][2][D][iii])?

- *Creating a welcoming environment for parents who come to a school campus*
- *Greeting parents*
- *Providing formal and informal meetings with the site administrator (e.g. coffee with the principals)*
- *Informal gatherings with staff and families (e.g. after school events, family math night)*

LEAs provide coordination, technical assistance, and other support to assist schools in planning and implementing effective parent and family engagement activities. This may include consultation with employers, business leaders, philanthropic organizations, or individuals. What technical assistance will be provided to parents (ESSA Section 1116[a][3][A])?

VUSD will provide guidance and support on appropriate use of parental engagement funds and review school level Parent Involvement/ Engagement Policies, School Plans for Student Achievement, and Home-School Compacts. Consultation will include one or more of the following: Adult School, parent groups at school sites, collaborating and forming a relationship with the public library, partnership with CALSOAP for college mentorship, and English Learner Community Connection.

How will LEAs reserve 1 percent of Title I, Part A funds to carry out parent and family engagement requirements? How will LEAs allot funds for parent and family engagement? How will LEAs distribute 90 percent of the 1 percent reserve to schools?

- *VUSD budgets 1% required Title 1 funds and codes them through the general ledger*
- *VUSD allots at a minimum 1% of the required reserve for family engagement*
- *VUSD distributes its funds based on free and reduced counts*
- *Title 1 school sites also reserve a minimum of 1% of their funds for family engagement purposes*
- *During annual Title 1 Meetings, Title 1 schools will share the budget for parent and family engagement to ensure that parents have the opportunity to participate in decisions about how the 1% will be used*

The Vacaville Unified School District will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools. Parents and family members of children served in Title I, Part All schools will be involved in the following ways:

- *ELAC meetings, School Site Council Meetings, Stakeholder Engagement Meetings*
- *Parent/ Stakeholder surveys (take-home, mailed, and/or electronic)*
- *Participation in annual review process of the School Plan*
- *Newsletters (provided in paper when possible)*
- *Parent meetings at the sites with ample notification to families*

Vacaville Unified School District provides assistance to parents and families in understanding the state academic standards, state and local academic assessments, Title I, Part A requirements, how to monitor their child's progress, and how to work with educators to help all students succeed in the following ways:

- *School Loop*
- *Parent Portal*
- *Parent Liaisons at three Title 1 sites*
- *District EL Coordinator*
- *Parent teacher meetings*
- *ELAC meetings*
- *Open Houses*
- *Back to School Nights*
- *Newsletters*

How will LEAs provide materials and training to help parents and families work with their children to improve their achievement, such as literacy training and using technology (ESSA Section 1116[e][2])?

- *Title I schools will host parent meeting/workshops/classes that will be held at different times during the day to accommodate family needs.*
- *Schools will send home information via written correspondence, phone messenger, take home folders, in planners, etc.*
- *Title I funds may be used to pay reasonable and necessary expenses associated with parent involvement activities, including transportation, childcare, and/or home visit expenses to enable parents to participate in school related meetings and training sessions.*
- *Post information on websites and social media*
- *Host parent/family workshops that promote literacy training and basic technology skills*
- *Provide take-home learning materials that provide tips and ideas for helping children in core subject areas*
- *Annually disseminate a parent survey annually requesting input about effectiveness of the parenting program*
- *Provide access to a computer on campus*
- *Parent support with technology*

VUSD, in assistance of its title 1 schools, will educate teachers, instructional support staff, principals, and other school leaders and staff, with the assistance of parents and families, in the value and utility of contributions of parents and families, and reach out to, communicate with, and work with parents and families as equal partners, implementing and coordinating parent and family programs to build ties between parents and families, and the school using one or a combination of the following:

The Categorical Program Coordinator and the EL Coordinator will attend Title I meetings, participate in webinars and attend training/conferences to stay up to date with Title I requirements and help ensure parents are provided with tools to assist with learning at home.

Coordinators will provide adequate professional development for school principals on a yearly basis to address a variety of topics that may include but are not limited to the following:

- *Communicating with parents and including parents in the homework expectations*
- *The importance and purpose of parent involvement/engagement*
- *Promoting cultural competency*
- *Informing parents of their duties on a school site council (in Spanish for ELAC/DELAC parents)*

VUSD will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- *Provide written and oral communications in a language parents can understand*
- *Share with parents the development of training for teachers, principals, and other educators to improve the effectiveness of that training*
- *Pay reasonable and necessary expenses associated with family engagement activities*
- *Maximize family engagement and participation in their children's education, arranging school meetings at a variety of times or conducting in-home conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school when necessary and feasible*
- *Establishing a districtwide parent/stakeholder advisory council to provide advice on all matters related to family engagement in Title I, Part A programs*
- *Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities through the advisory council.*

This Policy was adopted by the Vacaville Unified School District on June 27, 2019 and will be in effect for the period of 2019-2020.

The LEA will distribute this Policy to all parents and families of students participating in the Title I, Part A program on, or before: September 30, 2019. The school district will distribute this policy to all parents of participating Title I, Part A children on or before September 30, 2019 by placing it on the school district website.