



San Diego Unified School District
Financial Planning and Development
Financial Planning, Monitoring and Accountability Department

Knox Middle School
TITLE I PARENT INVOLVEMENT POLICY 2017-18

In the fall, an annual meeting will be held to share with parents a description of the Title I program and its requirements.

Knox Middle has developed a written Title I parental involvement policy with input from Title I parents. ***The parent involvement policy was created with input from parents at Knox Middle School at an SSC meeting on 3/13/17***

It has distributed the policy to parents of Title I students.

The policy will be distributed to all parents via our school website and School Messenger in Aug./September.

The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program:

To involve parents in the Title I program at **Knox Middle School**, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. ***This meeting is held annually at Knox in September/October. It may be held during Back to School Night, Orientation or a Parent Circle Event.***
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. ***Parents have the opportunity to collaborate with the school during our monthly Food Pantry events (twice a month) and parent computer lab hours. Our SSC and SGT meetings are held in the afternoons each month at Knox.***
- 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. ***** Parents are invited to meetings and school events via information on our school website, School Messenger phone messages, and information sent home via paper mail. This information is sent home in multiple languages.***
- The school provides parents of Title I students with timely information about Title I programs. ***Knox Middle School uses the Peach Jar online flyer system and an updated school website to give parents information about the school's programs. Back to School Night and Student-led conferences, allow teachers to share program and progress information with parents. Parents are invited to an articulation meeting in October of each year, for incoming families to learn about our programs.***
- 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. ***Knox Middle will provide an updated website with links to teacher's homepages with curriculum information. Teachers will also use Power School to keep parents informed about grades, assignments, and attendance.***

- 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. ***Parents are elected to School Site Council and Site Governance Team meetings. Parents may also join the Cluster Council meetings.***

**** It may be helpful to include the parental involvement policy review in the annual review of the Single Plan for Student Achievement (SPSA).***

*****The policy must be updated periodically to meet changing needs of parents and the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children.***

[20 USC 6318 Section 1118(c) (3)]

Home School-Parent Compact:

Knox Middle School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The Title I policy is developed with input from parents at a parent meeting (SSC) in Spring of 2017 for the 2017-2018 school year, along with the SPSA. It was reviewed and revised at the 9/28/17 SSC meeting.

Building Capacity for Involvement:

Knox Middle School engages Title I parents in meaningful interactions with the school. It supports a partnership among 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. ***Power School parent portal training are offered as well as a guide, for parents to access their student's grades and attendance online.***
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. ***Parent Open Computer Lab sessions will also include training opportunities to support parents with student achievement.***
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners. ***Information from our Parent District Advisory Committee will be presented monthly at our School Site Council meetings to be shared with Knox staff.***
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. ***A Parent Room has been created in Knox room 15 that will provide parent resources and a computer lab for parents to use and check on their student's grades, citizenship and attendance. SSC suggested a volunteer parent appreciation night.***
- 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. ***Translation is available for parent meetings and IEPs. Power School Messages are sent home in multiple languages. Our Knox website has translation capabilities.***
- The school provides support for parental involvement activities requested by Title I parents. ***Parents are members of SSC and SGT at Knox. During these groups, parents are able to request additional activities for support.***

Accessibility

Knox Middle School provides opportunities for the participation of all Title I parents, including 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 parents understand. Translation is available for parent meetings and IEPs. Power School Messages are sent home in multiple languages. Our Knox website has translation capabilities.