



Babcock Elementary

# School Site Council Agenda/Minutes

*Agenda / Actas del Consejo Escolar*

## Date & Time (Fecha & Hora)

10/08/2025

2:30 PM

## Location (Ubicación)


Room 12

## Zoom Link (Enlace de Zoom)

## 2025 - 2026, Elected SSC Members *Miembros Electos de SSC*

| Non-staff: Parents/Community Member/Students<br><i>No Personal: Padres/Miembros de la Comunidad/Estudiantes</i>  |                | Present / Absent<br><i>Presente/ Ausente</i> |
|--|----------------|--|
| Parent   | Erika Flores   | Yes (Si)                                     |
| Parent   | Alicia Vega    | Yes (Si)                                     |
| Parent   | Keisha Crummie | Yes (Si)                                     |
| Parent   | Kaylynn Bilyeu | Yes (Si)                                     |
| Parent   | Mark Lawyer    | No   |
| Alternates (Alternativos): Lydia Conwell   |                | Yes (Si)                                     |
| <i>*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only)</i><br><i>*Los Padres/Miembros de la Comunidad que son empleados de la escuela no pueden servir como padres miembros del consejo escolar. (Los representantes de alumnos son sólo para escuelas secundarias).</i> |                |  |
| Staff: Principal or Designee/Teachers/Other Staff<br><i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>  |                | Present / Absent<br><i>Presente/ Ausente</i> |
| Principal/Designee: <i>Directora(a)/ Designado(a):</i> Matthew Shintaku  |                | Yes (Si)                                     |
| Teacher: <i>Maestro(a):</i> Phill Barrett  |                | Yes (Si)                                     |
| Teacher: <i>Maestro(a):</i> Elizabeth Graves   |                | Yes (Si)                                     |
| Teacher: <i>Maestro(a):</i> Mary Gow   |                | Yes (Si)                                     |
| Other Staff: <i>Otro Personal:</i> Morrisha Interian Jimenez   |                | No   |
| Alternates: <i>Alternativos:</i>   |                |  |
| <i>*Teachers must be the majority</i> <i>*Los maestros deben ser mayoría</i>   |                |  |




# AGENDA

| ITEM <i>ARTÍCULO</i>   | Facilitator<br><i>Facilitador(a)</i>    | Minutes<br><i>Minutas</i>   |
|--|---|---|
| <b>Call to Order / Sign in sheet</b> <i>Orden del Día/ Hoja de Firmas</i><br><br><b>Quorum</b> <i>Quórum (50% +1)</i>  | <b>Chairperson</b><br><i>Presidente</i> | This meeting is called to order at:<br><i>Se abre la sesión a las</i> 2:30 PM<br><br>Total Members in Attendance: 9<br><i>Total de Miembros Presentes:</i><br><br>Quorum:    Yes (Si)<br><i>Quórum:</i>   |
| <b>Public Comment (2 minutes per speaker)</b><br><i>Comentarios del Público (2 minutos cada participante)</i>  | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Comments</b> <i>(Resumen de Comentarios)</i><br>No Public Comments.   |
| <b>Review Agenda</b> <i>Repasar Agenda</i>   | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Comments</b> <i>(Resumen de Comentarios)</i><br>Agenda Reviewed.<br>No Questions.   |
| <b>Review / approve minutes from last meeting</b><br><i>Revisar/aprobar el acta de la última reunión</i><br><br>Review + Approve Minutes from Last Meeting<br>SSC Meeting - May 5 2025<br><br><br>1  Previous Minutes | <b>Chairperson</b><br><i>Presidente</i> | I move to approve the <i>Propongo aprobar a la</i><br>Minutes/Actas<br>Person <i>Persona:</i> Mary Gow<br>Second <i>Se secundó:</i> Erika Flores<br>In favor <i>A favor</i> : 9<br>Oppose <i>En contra:</i> 0<br>Abstain <i>En abstención:</i> 0<br>Motion: Pass or Fail: Pass<br><i>Moción: Aprobada o Rechazada</i> |

**Council Business** *Asuntos del Consejo*

|   |   |  |
|---|---|--|
| <p>New Members (Nuevos Miembros)</p> <p>Introduce New SSC Members<br/>Name<br/>Role - Teacher. Staff. Parent. Community.<br/>Year - SSC Service<br/>*Potential SSC Roster Change*</p> | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p><b>Summary of Action Taken</b><br/><i>Resumen de Medidas Adoptadas</i></p> <p>All SSC Members Introduced.<br/>-Name<br/>-Role at Babcock Elementary<br/>-Year of SSC Service</p> <p>Mark Lawyer - Elected SSC Member<br/>Mark Lawyer - Unable to Serve SSC.<br/>Lydia Conwell - Fifth in SSC Voting.<br/>Lydia Conwell - Serving as Alternate.<br/>Vote to Elect Lydia Conwell - SSC Member.<br/>Favor 9 Opposed 0 Approved 9-0<br/>Lydia Conwell - Elected as SSC Member.</p>  |
| <p>Elect Officers (Elegir a Funcionarios)</p> <p>Elect SSC Officers 2025-2026</p>   | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p><b>Summary of Action Taken</b><br/><i>Resumen de Medidas Adoptadas</i></p> <p>Chairperson<br/>EF - Nominates herself as Chairperson.<br/>MG -Moved to Elect EF Chairperson.<br/>EG- Seconded to Elect EF Chairperson.<br/>Favor 9 Opposed 0 Approved 9-0<br/>Vice Chairperson<br/>KB- Nominated herself as Vice Chairperson.<br/>EF-Moved to Elect KB V. Chairperson.<br/>EG- Seconded to Elect KB V. Chairperson.<br/>Favor 9 Opposed 0 Approved 9-0<br/>Secretary<br/>EF- Nominated EG.<br/>MG -Moved to Elect EG Secretary<br/>KB Seconded to Elect EG Secretary.<br/>Favor 9 Opposed 0 Approved 9-0</p> |
| <p>Member Training (Formación de Miembros)</p> <p>SSC Training for SSC Members 2025-2026</p>  | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p><b>Summary of Action Taken</b><br/><i>Resumen de Medidas Adoptadas</i></p> <p>SSC Members</p> <p>-Attended TRUSD Training-<br/>Zoom September 24 2025 5:00PM<br/>PB - KC - EF - MG - EG - MS</p> <p>-Provided TRUSD Training at SSC Meeting-<br/>ALL BCE SSC Members 2025-2026<br/>SSC Reviewed TRUSD Training Video.</p> <p>All BCE SSC Members - Received Training</p>  |

## Required Document Review & Approve: *Revisión y Aprobación de Documentos Requeridos:*

|  |   |   |
|--|---|---|
| <p>Bylaws (Reglamentos)</p> <p>Review of SSC Bylaws</p> <p>1  Attachment</p>  | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p>I move to approve the <i>Propongo aprobar a la</i> Erika Flores</p> <p>Person <i>Persona:</i> Phill Barrett<br/> Second <i>Se secundó:</i> Lydia Conwell<br/> In favor <i>A favor :</i> 9<br/> Oppose <i>En contra:</i> 0<br/> Abstain <i>En abstención:</i> 0<br/> Motion: Pass or Fail: Pass<br/> <i>Moción: Aprobada o Rechazada</i></p> <p>Discussion pertaining to SSC Duties.<br/> -SPSA &amp; Title 1 Funds Allocated to BCE.</p> |
| <p>School Compact (Compacto Escolar)</p> <p>Review + Approve School Compact 2025-2026</p> <p>1  Attachment</p>                 | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p>I move to approve the <i>Propongo aprobar a la</i> Erika Flores</p> <p>Person <i>Persona:</i> Mary Gow<br/> Second <i>Se secundó:</i> Kaylynn Bilyeu<br/> In favor <i>A favor :</i> 9<br/> Oppose <i>En contra:</i> 0<br/> Abstain <i>En abstención:</i> 0<br/> Motion: Pass or Fail: Pass<br/> <i>Moción: Aprobada o Rechazada</i></p> <p>Provided Digitally to Families 10-10-2025.</p>  |
| <p>Parent Involvement (Participación de Padres)</p> <p>Review + Approve Parent Involvement 2025-2026</p> <p>1  Attachment</p> | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p>I move to approve the <i>Propongo aprobar a la</i> Erika Flores</p> <p>Person <i>Persona:</i> Mary Gow<br/> Second <i>Se secundó:</i> Alicia Vega<br/> In favor <i>A favor :</i> 9<br/> Oppose <i>En contra:</i> 0<br/> Abstain <i>En abstención:</i> 0<br/> Motion: Pass or Fail: Pass<br/> <i>Moción: Aprobada o Rechazada</i></p> <p>Signed - Principal &amp; Chairperson<br/> Provided Digitally to Families 10-10-2025.</p>         |
| <p>N/A</p>   | <p><b>Chairperson</b><br/><i>Presidente</i></p> | <p>I move to approve the <i>Propongo aprobar a la</i> NA.</p> <p>Person <i>Persona:</i><br/> Second <i>Se secundó:</i><br/> In favor <i>A favor :</i><br/> Oppose <i>En contra:</i><br/> Abstain <i>En abstención:</i><br/> Motion: Pass or Fail:<br/> <i>Moción: Aprobada o Rechazada</i></p>  |

**Document Review:** *Revisión y de Documentos*

|     |   |   |
|-----|---|---|
| N/A | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Action Taken</b><br><i>Resumen de Medidas Adoptadas</i><br>NA |
| N/A | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Action Taken</b><br><i>Resumen de Medidas Adoptadas</i><br>NA |

**School Plan For Student Achievement (SPSA)** *Plan Escolar para el Rendimiento Académico de los Estudiantes (SPSA)*

|   |   |  |
|---|---|--|
| SPSA Addendum<br><br>SPSA 2025-2026 Addendum<br>Title 1 Funding to Goal 3<br>-Site Safety-<br>Purchase - Radio [Walkie Talkies] | <b>Chairperson</b><br><i>Presidente</i> | I move to approve the <i>Propongo aprobar a la</i> NA.<br><br>Person <i>Persona:</i><br>Second <i>Se secundó:</i><br>In favor <i>A favor :</i><br>Oppose <i>En contra:</i><br>Abstain <i>En abstención:</i><br>Motion: Pass or Fail:<br><i>Moción: Aprobada o Rechazada</i><br><br>Not Moved. No SPSA Addendum.<br>*Goal 5 NOT Goal 3*.<br>SSC to hold initial Needs Assessment. |
|---|---|--|

| <b>Other Business:</b> <i>Otros Asuntos:</i>   |   |  |
|--|---|--|
| <b>ELAC Reporting</b><br><i>Informes ELAC</i>  | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Reporting</b> ( <i>Resumen de Informes</i> )<br>NA   |
| <b>Committee Reports or Guest Presenters (PTA, DELAC, Other outside presenters)</b><br><i>Informes de Comités o Presentadores Invitados (PTA, DELAC, otros presentadores externos)</i> | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Presentation</b> ( <i>Resumen de Presentación</i> )<br>NA  |
| <b>Additional Information/New Business/Discussion</b><br><i>Información Adicional/Asuntos Nuevos/Conversación</i>  | <b>Chairperson</b><br><i>Presidente</i> | <b>Summary of Action Taken</b><br><i>Resumen de Medidas Adoptadas</i><br>Needs Assessment - SPSA Goal 5<br>Discussion:<br>-Site Safety.<br>-Needs Assessment - Radios.<br>-Title 1 Funding to Fund Radios.<br>-Principal to provide SSC a Quote [Radios].<br>-Next Meeting - Addendum to move Funds.<br>-Funds Goal 1 to Goal 5.<br>-Potential use of Supp. Funds to Purchase.<br>-Potential Budget Transfer Title 1 to Supp.<br>*Supp. = Supplemental Funds*<br>All SSC Members mutually Agree to Need. |
| <b>Adjournment:</b> <i>Aplazamiento:</i>   | <b>Chairperson</b><br><i>Presidente</i> | <b>Time:</b> <i>Hora:</i> 3:50 PM  |

|   |            |         |
|---|------------|---------|
| <b>Next meeting date:</b><br><i>Fecha de próxima reunión:</i> | 11/19/2025 | 2:30 PM |
|---|------------|---------|



# Babcock Elementary School Site Council Agenda/Minutes



**Date & Time: May 21, 2025 3:30pm**

**Location: Zoom**

<https://zoom.us/j/97487414746?pwd=4QOdvaWVUQHFjYVULtAAYCayH5jBSs.1>

## 2024- 2025, Elected SSC Members

| Non-staff: Parents/Community Member/Students   | Present   |
|--|-----------|
| Parent ▾ : Erika Flores (year 2)   | Present ▾ |
| Parent ▾ : Keisha Crummie (year 1)   | Present ▾ |
| Parent ▾ : Alicia Vega (year 2)  | SELE... ▾ |
| Parent ▾ : Sydney Brandt (year 1)  | SELE... ▾ |
| Parent ▾ : Julianna Setters (year 1)   | SELE... ▾ |
| <i>*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only)</i> |           |
| Staff: Principal or Designee/Teachers/Other Staff  | Present   |
| Principal/Designee: Paula Roach  | Present ▾ |
| Teacher: Elizabeth Graves  | Present ▾ |
| Teacher: Phillip Barrett   | Present ▾ |
| Teacher: Mary Gow  | Present ▾ |
| Other Staff: Morrisha Interian Jimenez   | Present ▾ |
| Alternate Staff: Xitlali Sedano jimenez  | Present ▾ |
| <i>*Teachers must be the majority</i>  |           |

## AGENDA

| ITEM                          | Facilitator | Minutes  |
|-------------------------------|-------------|--|
| Call to Order / Sign in sheet | Chairperson | This meeting is called to order at May 21, 2025 at 3:30 pm |
| Quorum (50% +1)               |             | Total Members in Attendance: 10 ▾<br>Quorum: Yes ▾         |

|   |             |  |
|---|-------------|--|
| Public Comment (2 minutes per speaker)  | Chairperson | <a href="#">Summary of Discussion</a> None presented.  |
| Review Agenda   | Chairperson | <a href="#">Summary of Comments/Questions</a> None presented   |
| Review / approve minutes from last meeting  | Chairperson | <p>I move to approve the minutes:</p> <p>Elizabeth Graves</p> <p>Second: Mary Gow</p> <p>In favor: 8 ▾</p> <p>Oppose: 0 ▾</p> <p>Abstain: 0 ▾</p> <p>Motion: Passed ▾</p>  |
| <b>School Plan For Student Achievement (SPSA)</b>   |             |  |
| <b>Review &amp; Approve:</b> <ul style="list-style-type: none"> <li>2025-2026 SPSA ▾</li> </ul> | Chairperson | <p>I move to approve the 2025-2026 SPSA: Erika Flores</p> <p>Second: Elizabeth Graves</p> <p>In favor: 8 ▾</p> <p>Oppose: 0 ▾</p> <p>Abstain: 0 ▾</p> <p>Motion: Passed ▾</p>  |
| <b>Other Business:</b>  |             |  |
| <ul style="list-style-type: none"> <li>Not Combined ▾</li> </ul>                                | Chairperson | <b>Summary of Discussion:</b><br><b>Discussed elections for next year. We have one continuing parent member and will need to elect 4 new parent members for next year.</b>   |
| Additional Information/New Business/Discussion  | Chairperson | <a href="#">Summary of Comments/Questions</a> : Ms. Roach commented on the fantastic Multicultural Festival put on by our parents last Friday. Thanked Mrs. Flores on her work on this event. Mrs. Flores asked about having parent volunteers join us for the last Blue Rally next Tuesday for recognition. A flyer is going out to all volunteers and we are having a breakfast treat and then recognition and certificates. Ms. Roach also appreciated and thanked the council for all of their support of Babcock School and said goodbye as she retires at the end of the year. |
| Adjournment   | Chairperson | Time: May 21, 2025 4:20 pm   |
| <b>Next meeting date: Fall of 2025</b>  |             |  |



**Babcock School**  
**2400 Cormorant Way**  
**Sacramento CA 95815**

**SCHOOL SITE COUNCIL BYLAWS**

**ARTICLE I**

**Duties of the School Site Council [SSC]**

The SSC at Babcock Elementary School hereinafter referred to as the Council shall carry out the following Duties

Obtain Recommendations for, and Review of, the Proposed Single Plan for Student Achievement [SPSA] from all School Advisory Committees.  
Participate in regular Training on SSC Roles and Responsibilities.  
Develop and Approve the SPSA and related categorical expenditures in accordance with all State and Federal Law and District Regulations.  
Recommend the SPSA and categorical expenditures to the TRUSD Board of Education for approval.  
Provide ongoing review of the implementation of the SPSA with the Principal Teachers and other School Staff Members.  
Make modifications to the SPSA whenever the need arises.  
Submit the modified SPSA for District approval whenever a material change is made in planned activities for related categorical expenditures.  
\*As defined in District Governing Board Policy.  
Regularly evaluate Academic Data to determine the progress made toward School Goals to raise the Academic Achievement of all Students.  
Carry out all other Duties assigned to the Council by the TRUSD Board of Education and by State Law.

**ARTICLE II**

**Members**

**Section A: Composition\***

The council shall be composed of at least 10 members -Selected by their Peers – as follows -

1 Principal  
3 Classroom Teachers  
1 “Other” School Staff Members - Non Classroom Teaching Staff  
5 Parents or Community Members

The School Principal is a required Member of the Council.

The Principal shall attend all SSC Meetings.

Council Members chosen to represent Parents may be Employees of the School District so long as they are not Employed at this School.

**Section B: Term of Office**

Council Members shall be elected *for 2 Year Terms*.

Half or the nearest approximation thereof of each Representative Group shall be -

Elected during Odd Years and the remaining Elected Members during Even Years.

At the First Regular Meeting of the Council each Member’s current Term of Office shall be recorded in the Minutes of the Meeting.

**Section C: Voting Rights**

Each Member of the Council is entitled to One Vote and may cast that Vote on any matter submitted to a Vote of the Council. **Absentee [Proxy] and any Electronic Ballots shall not be permitted.**

**Section D: Termination of Membership**

The council may, by an affirmative vote of two-thirds of all its members, suspend or expel a member.

Any elected member may terminate his or her membership by submitting a written letter of resignation to the council chairperson.

**Section E: Transfer of Membership**

Membership on the Council may not be Assigned or Transferred.

**Section F: Vacancy**

Any vacancy on the Council occurring during the term of duly Elected Member shall be filled by-

An Alternate designated during the Annual Election

Nominated by current SSC and Approved by majority of SSC Membership.

The Term will be for the remaining time left in the Vacated Seat.

**ARTICLE III**

**Officers**

**Section A: Officers**

The Officers of the Council shall be a Chairperson Vice-Chairperson Secretary and other Officers the Council deems desirable.

*The Chairperson shall:*

- Preside at all Meetings of the Council.
- Sign all Letters Reports and other Communications of the Council.

- Perform all duties incident to the Office of the Chairperson.
- Have other such duties as are prescribed by the Council.

*The Vice-Chairperson shall:*

- Represent the Chairperson in assigned duties.
- Substitute for the Chairperson in their absence.

*The Secretary shall: [Typically handled by the Principal]*

- Keep Minutes and Sign-Ins of all Regular and Special Meetings of the Council.
- Transmit true and correct copies of the Minutes of such Meetings to Members of the Council.
- Provide all notices in accordance with these Bylaws.
- Be Custodian of the Records of the Council.
- Keep a Register of-

The Names Addresses and Telephone Numbers of each member of the SSC.

The Chairpersons of School advisory Committees and others with whom the Council has regular dealings.

- Perform other such duties as are assigned by the Chairperson or the Council.

#### **Section B: Election and Terms of Office**

The Officers shall be Elected annually at the First or Second Meeting of the Council

The Officers shall serve for One Year or until each Successor has been Elected.

#### **Section C: Reasons for Removal of Officers**

Any Officer may be removed from Office by a Two-Thirds Vote of all the Members.

#### **Section D: Vacancy**

A Vacancy in any Office shall be filled at the earliest opportunity.

By a Special Election of the Council for the remaining portion of the Term of Office.

Or by placement of a properly Elected Alternate during the Fall Election.

## **ARTICLE V**

### **Committees**

#### **Section A: Sub-Committees**

The Council may establish and abolish Sub-Committees of their own membership to perform duties as prescribed by the Council. *At least One Member representing Teachers and One Member representing Parents shall make up the Sub-Committee.*

No Sub-Committee may exercise the authority of the Council.

#### **Section B: Other Standing and Special Committees**

The SSC may establish and abolish Standing or Special Committees with such composition to perform duties as shall be prescribed by the SSC.

No such Committee may exercise the Authority of the SSC.

#### **Section C: Membership**

Unless otherwise determined by the SSC the Chairperson shall appoint Members of Standing or Special Committees.

A Vacancy on a Committee shall be filled by Appointment made by the Chairperson.

#### **Section D: Terms of Office**

The SSC shall determine the Terms of Office for Members of a Committee.

#### **Section E: Rules**

Each Committee may adopt Rules for its own Government.

\*Not inconsistent with these Bylaws or Rules adopted by the SSC or policies of the District Governing Board.

#### **Section F: Quorum**

A Majority of the Members of the Committee shall constitute a Quorum unless otherwise determined by the SSC.

The act of a Majority of the Members present shall be the act of the Committee provided a Quorum is in attendance.

## **ARTICLE VI**

### **Meetings of the Council**

#### **Section A: Meetings**

The Council shall meet regularly on Wednesday afternoons at 2:30PM or 3:30 pm [At least 5 times per School Year].

Special Meetings of the Council may be called by the Chairperson or by a Majority Vote of the Council.

#### **Section B: Place of Meetings**

The Council shall hold its regular meetings via Teleconference Software [Zoom] or at a Facility Provided by the School.

\*Unless such Facility that is accessible to the Public including handicapped persons is unavailable.

Alternate Meeting places may be determined by the Chairperson or by Majority Vote of the Council.

**Section C: Notice of Meetings**

1. Written Public Notice of all Meetings shall be given a least 72 Hours in advance of the Meeting.
2. Changes in the Established Date Time or Location shall be given Special Notice.
3. All Meetings shall be Publicized in the following Venues -  
Posted on the TRUSD website and placed in the Window of the School Office.
4. All required Notices shall be delivered to Council and Committee members no less than 72 Hours – Personally or via E-Mail or by Phone.

**Section D: Quorum**

Majority of the Members present shall be the act of the SSC provided a Quorum is in-  
Attendance and no decision may otherwise be attributed to the SSC.  
A Majority of the Members of the Council [51% or Greater] shall constitute a Quorum.  
No Actions may be taken unless a Quorum has been established.

**Section E: Conduct of Meetings**

Meetings of the Council shall be conducted in accordance with the Rules of order established by California Education Code Section 35147 ©  
And  
*Robert's Rules of Order* or adaption thereof approved by the Council.

**Section F: Meetings Open to the Public**

All Meetings of the Council and of Committees established by the Council shall be open to the Public.  
Notice of such Meetings shall be provided in accordance with Section C of this article.

**Babcock Elementary**  
Respectful. Responsible. Safe.  
**SCHOOL - PARENT - STUDENT COMPACT**  
**2025-2026**

**Babcock Elementary Staff Pledge**

To help each Student Meet or Exceed the State's High Academic Standards.  
Babcock Elementary Staff agree to the following Responsibilities to the Best of their Ability.

Provide High-quality Curriculum and Instruction in all Content Areas.  
Communicate regularly with Families about Student Progress.  
Provide Reasonable Opportunities for Parents to Volunteer and Participate in their Child's Class.  
Endeavor to Motivate all Students to Learn.  
Maintain High Expectations to help develop a Love of Learning.  
Provide a Safe and Inclusive Learning Environment.  
Participate in Professional Development to improve Teaching Practices.  
Support the formation of Partnerships with Families and the Community  
Participate Actively in Collaborative Decision-Making.  
Work with Families and Staff to make the Site Accessible and Welcoming to Families.  
Respect the School - Students - Staff - Families.

**Student Pledge**

To help Myself Succeed in School.  
I agree to the following Responsibilities to the Best of my Ability.

Come to School ready to Learn and Work Hard.  
Attend School Daily and On Time.  
Bring Necessary Materials and Completed Assignments. Ex. Homework  
Ask for Help when I Need It.  
Communicate to My Family and Teachers about School Experiences.  
Follow Babcock Elementary PBIS - Be Respectful. Be Responsible. Be Safe.  
Limit TV Watching - Phone Use - Video Games to get adequate Sleep on School Nights.  
Respect the School - Students - Staff - Families.

**Family - Parent Pledge**

To help my Student Meet or Exceed the State's High Academic Standards.  
I agree to following Responsibilities to the Best of my Ability.

Communicate the Importance of Education and Learning to my Student.  
Provide a Quiet Time and Space for Homework and Schoolwork.  
Monitor my Student's TV Watching - Phone Use - Video Games use.  
Read to my Student or encourage my Student to Read Every Day.  
Communicate with the Teacher or the School when I have a Concern or need Support.  
Ensure that my Student:  
Attends School Daily and On Time. Get Adequate Sleep. Regular Medical Attention. Proper Nutrition.  
Regularly Monitor my Student's Progress in School.  
Participate in Activities at School. Decision Making - Volunteering - Meeting with Teachers.  
Communicate the Importance of Education and Learning to my Student.  
Respect the School - Students - Staff - Families.

Student Signature: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_

Parent Guardian: \_\_\_\_\_

## **Title I School-Level Parent and Family Engagement Policy**

### **BABCOCK ELEMENTARY SCHOOL**

Babcock Elementary School has developed a written Title I Parent and Family Engagement Policy with input from Title I parents and Family Members. The School developed its Policy at a District Parent retreat and has since updated it with Title I Parents through the School Site Council. It is updated yearly to meet the changing needs of Title I parents. The School distributes the Policy to Parents and Family members of Title I Students through Parent Square communications and shared on the School's webpage and at Parent Meetings. It is written in Parent Friendly Language and is translated to the extent practicable for EL parents as well as discussed at the ELAC Meetings to ensure that EL Parents have access. The Policy describes the means for carrying out the following Title I Parent and Family Engagement requirements.

#### **Involvement of Parents in the Title I Program**

To involve Parents and Family members in the Title I Program at Babcock Elementary School the following Practices have been established.

The School convenes an Annual Meeting at a convenient time to which all Parents of participating Children shall be invited to attend and encouraged to attend to inform Parents and Family Members of their School participation in the Title I Program and to explain the requirements and the right of the Parents to be involved. At Babcock the Annual Title I Meeting is held at Back to School Night. This schedule is convenient for Parents because they are coming to the School to meet Teachers and participate in the Back to School Night activities. At the Annual Title I Meeting the Title I program is described and information about Curriculum and Instruction and assessments is also reviewed.

The School offers a flexible number of Meetings such as Meetings in the Morning or Evening and may provide with Title I Funds Transportation Child Care or Home Visits as such services relate to Parent Involvement. During initial Meetings for the School Site Council the English Learner Advisory Committee and other ongoing Parent Meetings Parents are asked for input about the most convenient Days of the Week and Times of Day for scheduling. Some Meetings are immediately after School and some are later in the Evening.

The School involves Parents in an organized ongoing and timely way in the planning review and improvement of the School's Title I Program including the planning review and improvement of the School Parent and Family Engagement Policy and the joint development of the Schoolwide Program Plan. Information about the Title I Program and the Parent and Family Engagement Policy is presented at the Annual Title I Meeting. Then Parents are encouraged to participate on the School Site Council and ELAC where the Title I Program and the Policy are discussed in detail and developed jointly with Babcock Staff. Parents are involved in the development of the SPSA as well as the Parent and Family Engagement Policy.

The School Provides Parents of Participating Students With-

Timely Information about the Title I Program.

Back-to School Night is scheduled early in the School Year and this is when information about the Title I Program is provided to Parents.

A description and explanation of the Curriculum in use at the School. The forms of Academic Assessments used to measure Student progress and the achievement levels of the challenging State Academic Standards. Academic assessments are covered during the Annual Title I Meeting. Also during the Classroom visits during Back-to-School Night Parents get a description and explanation of the Curriculum in use for the Class.

If requested by Parents opportunities for regular Meetings to formulate suggestions and to participate as appropriate in decisions relating to the Education of their Children and respond to any such suggestions as soon as practicably possible. Parents may request regular Meetings to make suggestions and to participate in the decision relating to their Children's Education in a variety of ways. During School Site Council meetings Parent Members can suggest Meetings with Parents and Staff based on their analysis of data and planning to address the needs of the students. Sometimes Subcommittees are formed to address specific issues at the School. ELAC Parents also may request Meetings to share the specialized needs of their Children. In the past Parents of Special Sducation students have requested such Meetings also.

If the Schoolwide Program Plan is Not Satisfactory to the Parents of participating Children the School will submit any Parent comments on the Plan when the School makes the Plan available to the Local Educational Agency. Parents are informed that if they are Not Satisfied with the Schoolwide Program Plan they may submit their comments to the District Board.

#### Building Capacity for Involvement - Parental Involvement Policy Continued.

To ensure effective involvement of Parents and to support a partnership among the School involved Parents and the Community to improve Student Academic Achievement each School and Local Educational Agency assisted with Title I Part A Funds the School has established the following practices.

The School provides Parents with assistance in understanding such topics as the challenging State Academic Standards State and Local Assessments the requirements of Title I Part A and how to monitor a Child's progress and work with Educators to improve the achievement of their Children. The Academic Standards and State and Local Assessments are reviewed with parents at the Annual Title I Meeting and at Back-to-School-Night Class Meeting sessions held at the Annual Title I Meeting. The Curriculum and Assessments are also discussed during Parent-Teacher Conferences and during Principal-Parent Meetings throughout the School Year. Parents are also notified of and encouraged to attend SSC and ELAC Meetings where the Curriculum and Assessments are discussed in detail during the development of the School's Plan and during the development of the Needs Assessment.

The School provides Parents with materials and training to help Parents work with their Children to improve their Children's achievement. Title I Parents are provided with training and materials to work with their Children at Back-to-School Night and at Special-Theme Nights during the Year. Theme Events include Family Math STEM or Literacy Nights. During these Events Teachers meet with Parents and Families to review the Curriculum and introduce highly engaging activities within the Content Areas. Additionally the Parent Involvement budget is used to provide Parents with the training and materials they need to assist their Children to be successful at School.

The School educates Teachers - Specialized Instructional Support Personnel – Principals and other School Leaders and other Staff with the assistance of Parents in the value and utility of contributions of Parents and in how to reach out to communicate with and work with Parents as equal Partners implement and coordinate Parent programs and build ties between Parents and the School. The School coordinates with the District Parent Involvement Department to plan for programs and activities in which Staff Members can work with Parents to plan and deliver Staff training to promote meaningful communication and partnerships with Parents. Parents and Staff Members attend District Meetings together and gain insights for effective Staff support to Parents and return to the School to share information with Staff and Parent Committees.

The School to the extent feasible and appropriate coordinate and integrate the Parent Involvement Programs and activities with other Federal State and Local programs including Public Preschool Programs and conduct other activities such as Parent Resource Centers to encourage and support Parents in more fully participating in the Education of their Children. Babcock School encourages Parents to participate in a wide variety of programs at the District and School Level. Parents are encouraged to participate in LCAP Forums as well as School Level Committees and Programs. Before and After School Programs Title I Title III School Sports and Extracurricular Programs have Parent involvement components and efforts are made to Coordinate and integrate these activities so that Parents and Staff have unity of purpose and familiarity with procedures.

The School ensures that information related to School and Parent Programs Meetings and other Activities to Parents is sent in a format and too the extent practicable in a Language the Parents can understand. All notices sent out by the School in writing or over the Phone System are carefully worded so that our Parents get complete and accurate information and are not confused. Acronyms are spelled out and notices use common clear Language rather than complex Academic Language. The School also uses District and School Translators when the number or EL Students speaking a Language exceeds 15%.

The School provides such other reasonable support for Parental involvement activities as Parents may request. Babcock provides support for many Parent involvement activities. Training for SSC and ELAC Parents is provided as well as trainings for supporting Students in specific subjects which may occurs during School or District Family events or trainings. Parents also get School support for their participation in other School activities such as Sports and Fundraisers.

### Accessibility

Babcock School to the extent practicable provides opportunities for the informed participation of all Parents and Family Members. Including Parents and Family Members with limited English proficiency - Parents and Family Members with Disabilities and Parents and Family Members of Migratory Students including providing information and School reports are provided in a format and Language that Parents understand. Babcock School welcomes and encourages all Parents to participate to the fullest extent in activities that assist them to stay informed and help their Children to be successful in their schoolwork. Parents of Students are invited to School events such as Family Nights Festivals and Fieldtrips. EL Parents are encouraged to attend ELAC Meetings where they can provide input into the EL Program and communicate what their Children need to through their Annual Needs Assessment. Parents of Students with Special Needs are involved in all School events and activities as well as activities planned by the Special Education Department to focus on the special interests and classwork of the Students. Babcock School is a Family-Friendly Welcoming School. Parent participation and input are welcomed and highly valued.

Policy was adopted by Babcock Elementary School on \_\_\_\_\_ and will be in effect for the period of ONE School Year.

The School will distribute the Policy to all Parents of Students participating in the Title I Program on \_\_\_\_\_.

\_\_\_\_\_ Date: \_\_\_\_\_

Principal

\_\_\_\_\_ Date: \_\_\_\_\_

SSC Chariperson