



Cesar Chavez Ravenswood Middle School  
2450 Ralmar Street  
East Palo Alto, CA 94303

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

Cesar Chavez Ravenswood Middle School, with parents and family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children in Title I, Part A programs the following requirements as outlined in ESSA sections 1116(b) and (c).

Describe how parents and family members of participating children 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 for carrying out the requirements in ESSA Section 1116(c) through (f) (ESSA Section 1116[b][1]):

Parents will jointly develop the family engagement policy through the School Site Council/English Learner Advisory Committee meetings. Information will be distributed through Parent Square messages, and teacher communication.

Describe how parents and family members of participating children 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]):

Parents are welcome to attend SSC/ELAC meetings to discuss and amend the policy if needed. Parents can also contact the principal through parent square or email to bring up policy concerns.

Describe how the Local Educational Agency (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]):

Ravenswood's district-level parent and family engagement policy is developed and approved by the DAC/DELAC. All families are invited to attend DAC/DELAC meetings and provide feedback.

Describe how parents and family members of children 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 comments with the plan when the LEA submits the plan to the State (ESSA Section 1116[b][4]):

Parents can contact school and district staff through Parent Square, can email the Principal, and

attend SSC/ELAC meetings. They can also schedule a phone or video-conferencing software appointment with school administration, through the front office. Ravenswood City School District will submit all written documentation of parent comments, that reflect that the program is not satisfactory, to the State.

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 children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A and to explain the requirements and the rights of the parents to be involved (ESSA Section 1116[c][1]):

This meeting is held during one of the SSC/ELAC meetings near the beginning of the school year. All families are invited to this meeting to attend to hear about Title I Part A, and also invited to all SSC/ELAC meetings to hear what is happening around the school and provide feedback. If parents or family members cannot attend and want information, then that information can be shared with parents during a time that is convenient to them.

Describe the steps that the school takes to offer a flexible number of meetings, such as meetings in the morning, afternoon, evening or other ways and may provide, with funds provided under Title I, Part A, for transportation, child care, or home visits, as such services relate to parental involvement (ESSA Section 1116[c][2]):

The content covered in the annual Title I meeting is also available via email or by communicating with the Principal. The school attempts to reach as many people as possible, through many communication methods, and staff attempt to find out when the best time for meetings and gatherings are, for most people. Meeting times can be offered in the morning and afternoon. Conferences are available from 8AM through 7PM during the conference days. Home visits are scheduled to meet family needs.

Describe how parents and family members of participating children are involved, and in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, 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 in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children (ESSA Section 1116[c][3]):

Parents and family members are able to review last year's SPSA and discuss what worked, and what actions might need improving. Everyone is encouraged to share their concerns, opinions, and suggestions about how Title I Part A funds should be spent, how other resources should be allocated, and how actions should be implemented moving forward. Families and students are also surveyed to help develop programs and events on campus. The SSC/ELAC reviews the SPSA goals, actions, and monitors implementation regularly.

Describe how the school is providing parents and family members of participating children 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 challenging State academic standards; and 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 (ESSA sections 1116[c][4][A-C]):



Information about these topics and the school is provided through the Back to School Night presentation, a schoolwide calendar and newsletter, the school website, and through communications via ParentSquare. At parent-teacher conferences, assessment information on student academic progress and grade level standards are shared with parents. The school will mail the State academic results home to families, and can provide the parents all other assessment results. Parents are invited to the learning portals with the grading system, assessment system, and curriculum to access real time assessment grades. If a child requires intervention or acceleration, the parent is informed and the student is offered a place in the class.

Describe how the schoolwide program plan, ESSA Section 1114(b), is not satisfactory to the parents of participating children in Title I, Part A programs, submitting any parent comments on the plan when the school makes the plan available to the LEA (ESSA Section 1116[c][5]):

Parents may provide comments and feedback at any SSC/ELAC meeting, through email, ParentSquare communications, or by requesting that other parents share their concerns through these methods. They can also schedule a phone or video-conferencing software appointment with school administration, through the front office. Any comments that reflect that the program is not satisfactory will be documented and submitted to the LEA.

Cesar Chavez Ravenswood Middle School's Title I, Part A School Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, and will be in effect until the next Policy is developed and approved, usually on an annual basis. The School will distribute the policy to all parents and family members of participating Title I, Part A students within 6 weeks of being finalized.

## Signatures

Name	Title	Signature	Date
Kyle Tana	Vice-Principal		2/10/26
Louis DeZutti	SSC/ELAC Chairperson		2/10/26
<del>Marion</del> Garcia Meriam Garcia	SSC/ELAC Parent Representative to the DAC/DELAC	Meriam Garcia	2/10/26

