



Title I School-Level Parent and Family Engagement Policy

Santana High School

2025-26

2.0 With approval from the local governing board, Santana High School has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]) The School Site Plan for Achievement was created based on parent, student and staff feedback through various methods. All participating groups are encouraged to participate in the School Site Council, Parent Teacher Student Association, and English Language Advisory Committee.

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Santana High School shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

- a) 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's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

An annual Title I meeting is held every year during the Fall semester.

- b) 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 parental involvement. (20 U.S.C. § 6318[c][2])

Meeting times and dates are scheduled based on parent/guardian availability and preferred times to meet (morning or evening).

- c) 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. (20 U.S.C. § 6318[c][3])

- English Language Advisory Committee (ELAC)
- Parent Teacher Student Associations (PTSA)
- School Site Council (SSC)

- Western Association of Schools and Colleges (WASC) Focus Groups
- Back to School Night
- Annual Title I Meeting
- Parent/guardian Conferences
- Student Support Team(SST) meetings
- LCAP Stakeholder Input

d) The school provides parents of participating children with the following:

i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A])

- School Website (multiple languages)
- Infinite Campus email and phone messages (multiple languages)
- Parent/guardian conferences (interpreter provided when requested)

ii. 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. (20 U.S.C. § 6318[c][4][B])

- Back to School Night
- Annual Title I Meeting
- Parent/guardian conferences
- Class Syllabi
- Other modes of communication (i.e., phone calls/text, notices sent home, emails, grade reports, and constant access to Infinite Campus Portal)

iii. 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. (20 U.S.C. § 6318[c][4][C])

- English Language Advisory Committee (ELAC)
- School Site Council (SSC)

e) If the schoolwide program plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5])

- This can be done via comment through various avenues
- Submit concerns to School Site Council for review

2.2 Building Capacity for Involvement

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 under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

- a) The school provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic 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. (20 U.S.C. § 6318[e][1])

- Back to School Night
- Annual Title I Meeting
- Parent/guardian conferences
- Class Syllabi
- Other modes of communication (i.e., phone calls/text, notices sent home, emails, grade reports, and constant access to Infinite Campus Portal)

- b) The school provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2])

- GUHSD Parent Engagement Night
- Back to School Night
- PTSA meetings
- ELAC meetings

- c) 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. (20 U.S.C. § 6318[e][3])

- Back to School Night
- Teacher Syllabi
- Parent/Teacher Conferences
- Student Support Team (SST) meeting (Interpreters provided upon request)

- d) The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

- Back to School Night
- Annual Title I Meeting
- Parent/guardian conferences
- School Website and home communication

- e) The school ensures that information related to school and parent programs, meetings, and other

activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

- Posted on School Website
- Documents sent home via email (Translated when appropriate)

f) The school provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14])

- Back to School Night
- Annual Title I Meeting
- Parent/guardian conferences
- Meeting with the Principal

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, Santana High School, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f])

- Documents sent home will be translated when appropriate
- Interpreters will be provided upon request

2.4 School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

- Identifying struggling students and hold Student Support Team (SST) meetings (Interpreters upon request)

- b) Address the importance of communication between teachers and parents on an ongoing basis

through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

1. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement. (20 U.S.C. § 6318[d][2][A])

- Annual Title meeting held each year.

2. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])

- Via Infinite Campus Parent Portal

- Communication home by teachers to identify struggling students

3. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

- All parents and students will be notified about involvement with School Site

- Council -Participation in Parent Teacher Student Association

- Participate in English Language Advisory Committee

4. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

- Provide communication when possible to students and families in their home

- language. -Utilize interpreters when possible to communicating with families and students.

**It may be helpful to include the parent and family engagement policy review in the annual review of the Single Plan for Student Achievement.*

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