

**Rail Ranch Elementary School  
School Level Parent Involvement Policy**

- 1) Rail Ranch Elementary School will take the following actions to involve parents in the joint development of its parental involvement plan:
  - a. Include parent representation from the onset of the development through membership on Rail Ranch School Site council.
  - b. Share the parent involvement policy with all Rail Ranch parents by posting it and making copies available in the office and by posting it the Rail Ranch web site.
- 2) Rail Ranch Elementary School will take the following actions to involve parents in the process of school review and improvement:
  - a. Parents will be involved in reviewing and updating Title I Targeted Assistance program plans.
  - b. Parents will be involved in the development of the Rail Ranch Single Plan for Student Achievement (SPSA).
  - c. Administrative and/or Title I and staff will actively recruit parents to serve as members of Rail Ranch School Site Council (SSC), PTA, and ELAC.
- 3) Rail Ranch Elementary School will provide the following necessary coordination, technical assistance, and other support to assist in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
  - a. Administration and/or Title I staff and/or ELL staff will conduct parent information nights annually about Common Core requirements, program services and parent support topics.
  - b. Pay reasonable and necessary expenses associated with parental involvement activities, child care costs, to enable parents to participate in school related meetings and training sessions.
  - c. Provide a variety of opportunities and strategies to improve parent involvement at the school level.
- 4) Rail Ranch Elementary School will coordinate and integrate effective parental involvement strategies and programs. Programs offered at this school include Boys and Girls Club (off site), Parks and Recreation programs and after school activities for children.
  - a. Coordinate written materials to parents regarding these programs. Flyers will be placed in the school's community information area in the office lobby and are available on the school website.

- b. Coordinate or share parent involvement activities. Activities will be included in the Principal's monthly newsletter.
  - c. Coordinate or share parent involvement activities through weekly phone calls from the principal.
- 5) Rail Ranch Elementary School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the quality of the school's/district's educational program. Rail Ranch Elementary will use the findings of the evaluation about its parental involvement policy and activities to design the strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
- a. An evaluation tool will be developed to be administered during the spring to assess parents' satisfaction with the school programs and services including the effectiveness of Rail Ranch's Title I program.
  - b. Input from spring evaluation will be used in writing the Single Plan for Student Achievement (SPSA) for the following school year and designing more effective strategies for parental involvement based on the results obtained by the evaluation.
- 6) Rail Ranch Elementary School will build the school's, district's and parent's capacity for strong parental involvement. This will ensure effective involvement of parents and support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities described below:
- a. The school/district will provide assistance to parents in understanding topics such as:
    - i. California's academic content standards and student achievement standards
    - ii. California and local academic assessments, including alternate assessments
    - iii. The requirements of applicable federal Title 1 programs and Common Core State Standard requirements
    - iv. How to monitor their child's progress and how to work with educators
  - b. The activities to assist parents are described below:
    - i. Rail Ranch's administrator and designated staff will communicate with parents by providing information in the fall regarding Title I program services, teacher availability, contact information, classroom helper sign ups and parent information about Title I program services written in English and Spanish.

- c. Rail Ranch Elementary will utilize district and community resources to provide translation at events.
- 7) Rail Ranch Elementary School will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement by:
- a. Title I Staff will provide parent activity/ies during the school year that will engage parents and help them learn to work with their children to improve their children's reading.
  - b. Title I Staff will provide on-going communication to parents regarding their children's reading needs and offer resources for the parents to use to help their children at home. Title I staff will provide Title I progress reports in English and Spanish to engage and inform parents of their student's progress.
- 8) Rail Ranch Elementary School and Murrieta Valley Unified School District Staff will educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents and equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and school by:
- a. Parents will have the opportunity to attend multiple forums to share ideas about improving student achievement.
  - b. Providing parents the opportunity to attend District sponsored staff development trainings to help them support literacy development for their children.
- 9) Rail Ranch Elementary School, to the extent feasible and appropriate, will coordinate and integrate parental involvement programs and activities with Head Start, Even Start, local preschool programs and home instruction services by:
- a. Coordinating written materials to parents regarding these programs.
  - b. Coordinate parent involvement activities.
  - c. Establish a parent resource center at the school.

10) Rail Ranch Elementary School 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 in a language the parents can understand.

- a. Translated printed materials
- b. Access to community bulletin board information
- c. To maximize parental involvement and participation in their children's educations, arrange school meetings at a variety of times.

#### **ADOPTION OF THE PARENTAL INVOLVEMENT POLICY**

This policy has been created by Rail Ranch Elementary School and approved by the School Site Council in January of 2014. It is to be in effect for the remainder of the school year. A copy will be on the website annually and printed in the parent/student handbook beginning 2014-15 school year.

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President, Rail Ranch School Site Council

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Date