

# **Luther Burbank School Arts, Technology, Community Magnet**

## **Title I School-Level Parent and Family Engagement Policy 2024-2025**

**Luther Burbank Middle School** (LBMS) developed a written Title I parent and family engagement policy with input from Title I parents and agreed upon by Title I parents. At the Annual Title I meeting parents were able to review the policy and make suggested changes. It was then presented for approval by the School Site Council. The Policy will be posted on the school website and sent electronically to parents and guardians.

This policy describes the means for carrying out the following Title I parent and family requirements:

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

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

- LBMS 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, including the planning, review, and improvement of the school's Title I parent and family engagement policy and the joint development of the School Plan for Student Achievement. This is done through the elected members of the School Site Council.
- LBMS convenes an annual meeting, at a convenient time, to inform parents and family members of Title I students about Title I requirements, the school's involvement in the program, and about the right of parents to be involved in the Title I program. This year the meeting will be announced on the school website and Schoology.
- LBMS provides parents of Title I students with timely information about Title I programs with updates at School Site Council Meetings, on the school's website, and through Coffee with the Principal.
- LBMS provides parents of Title I students with a description and an explanation of the curriculum used at the school, the academic assessments used to measure student progress, and the achievement levels students are expected to meet with the state standards. This is discussed at public School Site Council meetings.
- If requested by parents of Title I students, LBMS provides opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children, and to respond to any such suggestions as soon as possible. All teachers and staff are available via email, Schoology, and a requested meeting.

### **Section II: Building Capacity for Involvement**

Luther Burbank Middle School engages Title I parents and family members in meaningful interactions with the school to ensure effective involvement of parents and to support a partnership among the school to improve student achievement. 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:

- LBMS provides Title I parents with assistance in understanding the State’s academic content standards, state and local academic assessments, and how to monitor a child’s progress and work with educators to improve the achievement of their children. Workshops are posted and provided throughout the year on topics regarding student achievement, district testing, and school based curriculum.
- LBMS provides Title I parents and family members with materials and training to help them work with their children to improve their children's achievement, paying special attention to support for foster parents. Various materials and trainings are posted and provided via the school website and Class Dojo.
- With the assistance of Title I parents, LBMS educates teachers, specialized instructional support personnel, assistant principals and other school leaders, and other staff about the value and utility of the contributions of parents and family members, and about how to reach out to, and communicate with, and work with parents as equal partners to build ties between parents and the school. LBMS provides weekly profession development to teachers and staff. There are also student led conferences, public School Site Council meetings, and opportunities for families to meet with teachers and staff.
- LBMS coordinates and integrates the Title I parent and family engagement program with other programs, and conducts other activities, such as Parent and Family Centers, to encourage and support parents in more fully participating in the education of their children. The community representative has close ties with various resources and programs in the community. Many of these entities provide workshops for parents regarding student achievement and resources to support parents with their Middle School children.
- LBMS distributes information related to school and parent programs, meetings, and other activities to Title I parents and family members in a format and, to the extent practicable, in a language that they understand. Information is provided on the school’s website, Class Dojo, and Blackboard Connect calls.

### **Section III. Accessibility**

***Luther Burbank Middle School*** provides opportunities, to the extent practicable, for the participation of all Title I 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. Information and school reports are provided in a format and language that parents understand.

### **Section IV: Shared Responsibilities for High Student Academic Achievement**

***Luther Burbank Middle School*** distributes to parents of Title I students a School-Parent Compact. The Compact, which has been jointly developed with parents and approved by them, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

The Compact describes specific ways the school and families will build and develop a partnership to help children achieve California’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 in a supportive and effective learning environment that enables children to meet California’s academic standards
- The ways that parents can participate, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.

- The ways parents will be responsible for supporting their children’s learning
- The importance of ongoing communication between parents and teachers on an ongoing basis through, at a minimum, the following:
  - frequent reports to parents on student progress
  - reasonable access to staff
  - ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent possible, in a language that family members can understand

This policy and compact were adopted by Luther Burbank Middle School and SSC on 12/14/24 and will be in effect for the entire school year. It will be made available to the local community via the school’s website and a paper copy is available by request.