

# **PPEP TEC HIGH SCHOOL DISTRICT PARENT, FAMILY, AND COMMUNITY INVOLVEMENT POLICY**

It is the policy of PPEP TEC High School to involve parents, family and community members in the planning, development and implementation of its continuous review and improvement of educational programs.

PPEP TEC High School will solicit and encourage parent and community involvement in the joint development of its district parental involvement policy through participation on Site-Based Councils, which meet monthly at each PPEP TEC High School site and is comprised of teachers, instructional aides, parents, students, and community members.

PPEP TEC High School will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- Coordinate funding for Parent Liaisons at PPEP TEC High School Title I schools;
- Coordinate funding to support professional development for parent liaisons, teachers, instructional aides, and parents;
- Coordinate funding to support parent activities, including materials and travel; and
- Provide training and technical assistance at Pre-service and In-service meetings.

PPEP TEC High School will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following training and activities:

- The State's academic standards;
- The State's student academic achievement standards;
- The State and local academic assessments including alternate assessments;
- The requirements of Title I;
- How to monitor their child's progress; and
- How to work with educators.

PPEP TEC High School will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's academic achievement as appropriate and to foster parental involvement through:

- Training in use of "best practices" and reading assessments;
- Training in the development of strategies for at-risk students;
- Literacy training; and
- Training in the use of technology.

PPEP TEC High School will, with the assistance of its Title I schools and Parent Liaison, educate its teachers, instructional aides, counselors, and other staff, in how to reach out to, communicate with, and work with parents as 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 schools through:

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- Training at pre-service and in-service meetings;
- Training at Site-based Council and Migrant Parent Advisory Council meetings; and
- Coordinating funding for professional development for the parent liaison, teachers, instructional aides, counselors, and parents.

PPEP TEC High School will take the following actions to ensure that Title I information related to school and parent programs, meetings, and other activities, is sent to the parents of participating students in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language the parents can understand through:

- Annual open houses at all PPEP TEC High School sites;
- Annual Title I meetings at Title I schools;
- Flyers and quarterly newsletters sent with student progress reports; and
- Announcements posted on the PPEP TEC High School website.

Flyers, quarterly newsletters, and the PPEP TEC High School website provide information in both English and Spanish. Translators are available at open houses and Title I meetings.

PPEP TEC High School will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). PPEP TEC High School will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

PPEP TEC High School will take the following actions to involve parents in the process of school review and improvement:

- Participation on Site-Based Councils;
- Participation on the NCLB Consolidated Planning Committee;
- Participation on the School Improvement Committee; and
- Participation on Migrant Parent Advisory Committees at the Cesar Chavez and Jose Yopez Learning Centers in San Luis and Somerton.

For more information about parent, family, and community involvement, please contact the Director of Federal Programs at (520) 294-6997.