



San Diego Unified School District
Finance Division
Strategic Planning for Student Achievement Department

Twain High School
TITLE I PARENT & FAMILY ENGAGEMENT POLICY 2023-24

2.0 With approval from the local governing board, Twain 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])

School Site Council parents, students, community members, and staff review and update the Title 1 Parent and Family Engagement Plan on an annual basis. Once input has been established and approved by the School Site Council the "Plan" is forwarded to the Financial Planning, Monitoring, and Accountability Department for SDUSD approval. The "Plan" is distributed to parents at the time of student orientation/enrollment and distributed at the first Parent Night Program each year and electronically through the School Messenger System.

2.1 INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM

The school-level parent and family engagement policy shall describe the means for how Twain High School 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])

Twain convenes an annual Title I meeting each October in the evening and invites all students and families. This meeting addresses Twain's participation in Title I and the rights of parents to be involved. Invitations are distributed to students and parents via phone, email, and posted on the Twain website.

- 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])

Twain satellite locations are located on comprehensive neighborhood high schools and each site hosts their family events at times that work for their group. The first parent meeting of the year is held in the evening in a Back to School Night format, while Awards Ceremonies throughout the year are held during the school day and are open for parents to attend. The final parent night is hosted during the spring in the evening. Each site surveys their students and families and hosts the meetings at times that maximize family attendance and engagement.

- 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])

Parents are invited to all School Site Council meetings; elected members lead discussions on all Title I programs, requirements, and document approval.

- 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])

- Parent Bulletin Board in front office
- Twain website advisories and notices including meeting times, minutes, and agendas
- Counselors and administrators discuss Title I program information during student/parent conferences
- Electronic school-messenger calls
- Google Classroom Announcements
- Flyers and announcements handed out during meetings, intakes/registration, open house, and awards ceremonies

- 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])

- Curriculum and assessment are discussed during parent/student conferences with counselors, teachers, special education department, case managers and administrators
- Back to School Night and awards assemblies allow parents to discuss any and all aspects of their child's education with teachers, counselors, administration and support staff.
- PowerSchool assignments, assessments and grades are available to parents at all times. Parents are encouraged to access this platform frequently.
- Parents are informed about curriculum and assessment during intake/registration and are given instructions for accessing PowerSchool Gradebook.

- 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])

- Discussion with their child’s counselor or administrator during intake/registration as well as ongoing communication as needed.
- Access to teachers, counselors, administrators and support staff through school email, school telephone, Google Voice, and Google Classroom.
- Parents have access to student assignments and assessments through PowerSchool.
- Encourage parents to attend and participate in School Site Council and Site Governance Team meetings.

- e) If the schoolwide program (SWP) 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])

Mark Twain High School encourages comment and discussion during SSC and SGT meetings. Parent comments are noted and included in minutes. Discussion and action based on parent input is deemed high priority with a focus on consensus building to resolve concerns. Parent comments on the SWP are provided to the district when the plan is made available.

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])

- Mark Twain High School students and parents are provided progress reports online and grade reports through US Mail.
- Parents are advised of state academic assessments through school messenger in order to prepare students.

- State and local academic standards are discussed during Back to School Night and as needed during awards ceremonies and other conferences.
- Parents are encouraged and assisted in monitoring their child's progress through the PowerSchool grading and assignment platform. In addition, parents can monitor assignment completion and classroom learning in Google Classroom.

- 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])

During Back to School Night, awards ceremonies, parent teacher/counselor conferences and flyers, Mark Twain parents are updated on strategies to improve their child's academic achievement. These include, but are not limited to, accessing student grades and assignments in PowerSchool, encouraging ongoing communication between teachers, school staff and parents and obtaining parent support for student attendance in tutorials and after school tutoring as needed.

- 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])

Teachers, instructional support personnel, principals, and other school leaders and staff are reminded of the importance of supporting all stakeholder involvement and welcoming input from all community members. Mark Twain parents are encouraged to attend the SSC and SGT meetings and are frequently asked to participate in discussions concerning how we can best partner ourselves for the benefit of the students. Participation in these bodies is not limited to voting members and all parent/student voices are encouraged. All parent concerns and contributions are noted and help to shape further discussion and policy.

- 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])

The Mark Twain SSC incorporates ideas, suggestions and discussion from the Mark Twain Site Governance Team (in which a parent/student component is present), the School Site Safety Plan and other documents to garner parent input on all aspects relating to the academic, social and emotional well-being of all students and the school itself.

- 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])

- SchoolMessenger, accessed through PowerSchool, is used to send voice, email and text messages to parents in the requested home language.
- Many teachers use Google Voice to send and receive text messages from parents.
- Google Classroom is used for announcements to students and can also be used to communicate information to parents who are connected to particular classes.
- Mark Twain High School keeps its website updated with important information for families, including information about programs, meetings and activities.
- Flyers with notices of school activities and information are distributed during meetings, conferences, intakes/registration.

- 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])

Mark Twain High School provides for multiple avenues of communication as listed above. Additionally, careful attention is given to parent schedules and meeting times and events are planned to meet those needs. Zoom access to meetings are provided for those not able to attend in person.

2.2 ACCESSIBILITY

In carrying out the parent and family engagement requirements of Title I, Part A, Twain 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])

- Information for parent access to the California State Report card is provided during SSC meetings in English and Spanish. Translation services are provided verbally and the State Report Card is translated from English into Spanish.
- Twain staff actively work to engage all families so that they can participate in the school program, including counseling meetings, in person and Zoom conferences, Back to School Nights,

Intakes/Registration, SGT and SSC meetings, communications through PowerSchool, Google Classroom, PowerSchool Messenger, flyers, telephone conversations.

- Meetings are provided in person and on Zoom.