



Title I School-Level Parental Involvement Policy

Camino Nuevo Charter Academy #3 (Castellanos/Eisner)

Camino Nuevo Charter Academy #3 has developed a written Title I parental involvement policy with input from Title I parents. This policy was developed through consultation with the Site-Based Council and in our Annual Title 1 Parent Meeting. The policy was distributed to parents of Title I students via our online platform (Parent Square) and printed copies are also available upon their request in our main office. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Camino Nuevo Charter Academy #3 the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.

The school holds various family orientation meetings where the Family Services Coordinator reviews programmatic and involvement opportunities for the year. In that meeting, families also receive anticipated events for the first month of school on volunteer opportunities along with guidelines on how to become a parent chaperone for school field trips that may happen within the school year.

- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.

Parent meetings are scheduled mornings and afternoons to accommodate schedules and maximize attendance. In addition, meetings are also held both in-person and via Google Meets. For parents that are not able to attend the in-person meetings a recap summary is sent to all families via Parent Square. Every other month CAS & EIS alternates in hosting their monthly Coffee with Leaders in-person and virtually so that we stay connected to our families.

- The school 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 and the Title I parental involvement policy.**

During our Site Based Council meetings, the Principal requests feedback from parents and teachers about which programs and services they value most; and which area would they like to see emphasized in the school's funding plan. Title I parents who are members of the ELAC (English Language Advisory Committee)



are also part of the monitoring and revising process of the LCAP through recommendations at the end of the school year in support of EL students and curriculum. Parents are able to sign-up for volunteer opportunities (when needed) via Parent Square.

- The school provides parents of Title I students with timely information about Title I programs.

In efforts to keep the lines of communication with our school our families receive school updates and information via: bi-weekly newsletter post via Parent Square and reminder text messages. The bi-weekly posts and text messages specifically notify them of any immediate or sudden changes, school-wide events, workshops, and upcoming parent meetings. As well, parents receive information through the Site-Based Council and the monthly Coffee with the Leadership. Our families are also invited to attend a weekly online office hour with the Family Services Coordinator to review the bi-weekly post, ask any questions they may have, request community resources, or share their concerns.

- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.

This information is shared during Back to School Night held during the first month of every new school year. Parents are invited to meet directly with teachers to learn about assessments, curriculum, and expectations. Throughout the school year, Title I parents are invited to attend academic workshops (Math, Reading, etc.) to build their capacity to support their child's learning at home.

- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

Title I parents have such an opportunity through our Site-Based Council. The Council meets each month and provides parents the opportunity to participate in decision-making, raise concerns they may have, or request a private meeting with the school leader.

**It may be helpful to include the parental involvement 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 the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children. [20 USC 6318 Section 1118(c)(3)]*



School-Parent Compact

Camino Nuevo Charter Academy #3 distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State'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
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The School-Parent Compact was developed with input from teachers and parents about the best possible ways to support families and increase student achievement. Once a year, this compact is distributed and explained to families during enrollment time or during orientations.

Building Capacity for Involvement

Camino Nuevo Charter Academy #3 engages Title I parents in meaningful interactions with the school. 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.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.

Camino Nuevo Charter Academy #3 has developed several parent workshops that explain state assessments and how to interpret testing results. Workshops are repeated on a yearly basis to assure understanding and answer questions.

- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.

Camino Nuevo Charter Academy #3 provides parents with workshops that support parents in helping their children achieve academic success. During the school year we provide workshops on various topics specific to in class learning – ELA



and Math. In addition we offer workshops on SBAC testing, ELPAC scores, Mental Health, and other topics. Our middle school families are specifically asked to attend the Powerschool Workshop for parents so they may have direct access to seeing student academic progress by teacher. Once a year, Title I parents are invited to participate in a book club with the goal of modeling literacy in the home. Parents engage in weekly or bi-weekly meetings to discuss the book using prompts and build community. Families are celebrated at the conclusion of the book club and are able to keep their FREE book for their participation in the book club.

- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.

Families as Partners is an integral part of the CNCA mission. All new staff receive training as part of their new employee induction training when they begin employment at Camino Nuevo. Teachers also have direct access to parents via Parent Square in order to increase teacher-parent communication. All teachers are set-up with their own account and receive training on an on-going basis. Teachers and staff also receive a parent presentation to review data of the parent program. We share goals for the year and status of where we currently are for the semester. Staff also has access to a full-time Family Coordinator who is able to support them in maintaining and/ or building connections with their families long-term.

- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

Camino Nuevo Charter Academy #3 has one full-time Family Services Coordinator who works closely with families to identify needs and link them with resources. Our Family Services Coordinator coordinates opportunities for parents to get involved in the school community through workshop participation, events, and online activities to build the capacity of our families, empowering them and encouraging them to become advocates for their child's education.

- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.

Camino Nuevo Charter Academy #3 holds all meetings bilingually. All communication with families is bilingual and written in a culturally sensitive manner. The school distributes a bi-weekly media post via Parent Square, in both English and Spanish. The parent center is open to all families who need assistance. Teachers are also available to



assist families with the translation of homework assignments, etc.

- The school provides support for parental involvement activities requested by Title I parents.

Camino Nuevo Charter Academy #3 has one full-time Family Services Coordinator who reviews the results from the annual parent survey, SBC meetings and Title I annual meetings to adjust the program accordingly. The parent feedback is also shared with families during office time. The Family Services Coordinator works closely with Title I parents to create successful activities where parents are asked to be involved and support one another.

Accessibility

Camino Nuevo Charter Academy #3 provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

All documents are available in English and Spanish. Most staff are bilingual, but if needed there are translators available such as front office staff, campus aides, and other bilingual personnel. In IEP meetings a translator is provided to the family (*if needed*). During parent conferences, a translator is provided for teachers who are non-Spanish speakers (*specifically at the middle school campus and elective teachers*). Our Family Services Coordinator is also available to assist with the reading and understanding of documents, as needed.