

Madroña Elementary

612 Camino Manzanas
Thousand Oaks, CA 91360-2199
Ph: 805.498.6102
Fx: 805.375.5601



Isaac Huang, Ed.D.
Principal
Mark W. McLaughlin, Ed.D.
Superintendent

"A California Distinguished School"

Madroña Parent and Family Engagement Policy 2020-21

Madroña Elementary School has developed a written Title I parental involvement policy. This policy was developed through discussions with parents, teachers, School Site Council, additional county councils, and at the Title I Parent meetings at the beginning of the school year. The School-Home Compact is presented and explained to parents at touchpoints throughout the year (i.e., Back to School Night, parent conferences, parent meetings). The Parent/Family Engagement Policy will be sent home to parents in the first trimester of the school year. The policy describes the means for carrying out the following Title I parental involvement requirements: (Title I Parental Involvement, 20 USC 6318 a-f)

Involvement of Parents in the Title I Program

Madroña Elementary School does the following:

- Convenes an annual meeting to inform parents about Title I requirements and their rights to be involved in the Title I program.
 - The meeting is publicized to the school community through email, flyer, scheduled calendar, and website.
- Offers a flexible number of meetings
 - This annual meeting is offered in the morning or evening, and the presentation is posted on the school website.
- Involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I program and the Title I parent involvement policy.
 - The fall Title I parent meeting and ELAC meeting include agenda items for parental input. Teachers also reach out to parents for suggestions and feedback during Parent Conferences.
- Provides parents of learners with timely information about Title I programs.
 - Parents receive Title I/Intervention notification each trimester. They are encouraged to attend an intervention session with their child to see the program. Teachers explain the program at Parent Conferences and answer questions about the program. Parents receive progress-monitoring information with report cards. Spring conferences are available to parents by request to summarize the program and the improvement made by their learner.
- Provides parents of Title I students with an explanation of the curriculum, assessments, and proficiency levels students are expected to meet.
 - Parents receive grade level information at Back to School Night and Parent Conferences. Teachers discuss learner's specific, individual benchmark levels and levels required for proficiency at parent conferences. The Title I Parent meeting reviews our intervention program, including the curriculum and assessment information.

- Provides parents, if requested, with opportunities to meet and participate in decisions relating to the education of their children.
 - Parents are welcome to request a conference at any time with the classroom teacher or intervention teacher. They are also encouraged to visit and monitor their child's participation in any prescribed intervention programs. Additional parent education and discussion opportunities are offered during the year through ELAC, parent nights, and family nights.

Partners in Learning Compact

Madroña Elementary School has developed with and distributed to parents of learners a Partners in Learning compact that outlines how parents, the entire school staff, and learners will share the responsibility for improved learner academic achievement. It also describes how the school and parents will develop a partnership to help learners reach proficiency on the Common Core Standards. Teachers and School Site Council review and approve this compact annually. The Partners in Learning Compact describes the following items (see attached for the actual compact):

- The school's responsibility to provide high-quality curriculum and instruction.
- The parent's responsibility to support their children's learning.
- The learner's responsibility for their own learning and growth.
- The importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in the education program.

Building Capacity for Involvement

Madroña Elementary School engages parents in meaningful interactions with the school. We support a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

- Assist parents in understanding the academic content standards, assessments, and how to monitor and improve the achievement of their children.
 - This is done through Back to School Night, Parent Conferences, the Title I Parent Meeting, and ELAC meetings. The school also offers information through parent meetings, workshops, and resources on our school website.
- Provides materials and training to help Title I parents work with their children to improve their child's achievement.
 - Materials are given out at the parent meeting and at ELAC meetings.
 - Classroom teachers regularly provide specific suggestions for areas for parents to work with their children on improvement.
 - Intervention teachers will send home specific areas for growth with specific home practice outlined.
 - Back to School Night review of Homework Philosophy and expectations.
- Educates staff in the value of parent contributions and how to work with parents as equal partners.
 - Staff meeting time, professional development, and articles provide staff with ways to work with parents.

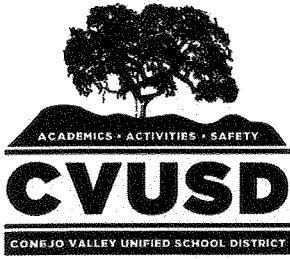
- Coordinates and integrates the Title I parental involvement program with other programs and conducts other activities, such as parent classes and workshops, that encourage and support parents in more fully participating in the education of their children.
 - Madroña works with PTA, ELAC, SEDAC, GATE DAC, SSC, and staff to promote parental involvement through events (i.e. Back to School Night, Book Fair, Reading Night, BINGO Night, and Open House), meetings, and other activities such as parent workshops and school performances.
 - Madroña employs an Outreach Assistant to work with parents and support their education and involvement at school.
- Distributes to Title I parents information related to school and parent programs, meetings, and other activities in a form and language that the parents understand.
 - Flyers are sent home in English and Spanish that include this information. The school website and email list distribute information about parental involvement opportunities. Large posters as well as the marquee also publicize information about coming events for parents.
 - Fliers are sent home to publicize parental involvement opportunities.
 - School e-mails are sent home as reminders.
- Provides a support for parental involvement activities requested by parents.
 - Parents are welcome to make suggestions and help foster further involvement and informational opportunities for parents at Madroña.

Accessibility

Madroña Elementary School provides opportunities for all parents to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. This includes providing information and school reports in a form and language parents understand.

Parent Information and Resource Centers

PIRC's are funded by the US Department of Education. They provide both local and statewide services. California has two PIRCS: Project Inspire at the California Association for Bilingual Education in Covina, CA and PIRC-2 at Cambridge Academies in Modesto, CA.



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Partners in Learning Compact 2020-21

**At Madroña Elementary School, children are "learners", not merely "students".
Students play a passive role in their education. Learners play an active role.**

As a learner I will:

- Believe that I can learn and will learn.
- Read **Every Day**, at home and at school.
- Come to class on time, ready to learn, with the materials I need, and my assignments completed.
- Know and follow the school rules.
- Regularly talk to my parents/guardians and my teachers about my progress in school.
- Ask for help when needed.
- **Respect my school, my classmates, my teachers and school staff, my family, and myself.**

As a parent/guardian I will:

- Monitor my child's academic progress by checking their grades, checking their homework, and communicating with their teachers.
- Be an active participant in my child's education by attending parent meetings, reading correspondence from the school, and participating in school functions.
- Monitor time spent watching television, using the internet, or playing video games on school nights.
- Encourage participation in extra-curricular activities on campus and in the community.
- Encourage my child to get adequate sleep (8-10 hours) and ensure they get regular medical attention.
- Encourage my child to use school-provided supports when they need them.
- **Respect my child, my child's school, the school staff, and other Madroña families.**

As a school we will:

- Provide a high-quality curriculum utilizing research-based instruction in a supportive and effective learning environment that enables the participating learners to meet the Common Core State Standards.
- Offer a variety of intervention programs to assist learners in reaching proficiency.
- Create a network of support and monitor student achievement on an ongoing basis.
- Hold parent meetings and keep parents informed regarding learner progress and achievement.
- Encourage parents to participate in the educational program and work with the school to create a safe and effective learning environment.
- **Respect the learners, the learners' families, the school staff, and the community.**

Learner Name (Please Print) _____

Learner Signature _____ Date _____

Parent Signature _____ Date _____

School Signature _____ Date _____

Goals, Strategies, & Proposed Expenditures

Complete a copy of the following table for each of the school's goals. Duplicate the table as needed.

Goal Subject

Family, Student, and Community Engagement

LEA/LCAP Goal

CVUSD LCAP GOAL 3: Provide communication and targeted outreach that informs the community of programs and opportunities that support positive student outcomes

Goal 4

Over the course of the 2020-21 school year, Madroña will increase family involvement by 5% as measured by attendance at parent informational meetings and by the number of phone calls/recorded visits to families.

Identified Need

Madroña is in its second year as a Title 1 school. There is a larger number of students from targeted subgroups that could benefit from additional communication and outreach to support positive student outcomes and well being. In addition, due to the pandemic, communication and engagement with all families and stakeholders are vital to keep the community connected.

Annual Measurable Outcomes

Metric/Indicator	Baseline/Actual Outcome	Expected Outcome
Meeting attendance and number of recorded phone calls and visits to families	This year will serve as a baseline for recorded visits and phone calls	By the end of the school year, Madroña will increase family involvement by 5% as measured by attendance at parent informational meetings and by the number of phone calls/recorded visits to families.

Complete a copy of the Strategy/Activity table for each of the school's strategies/activities. Duplicate the table, including Proposed Expenditures, as needed.

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Hire a school outreach assistant	August 2020	Principal	Provide Madroña families with information and available resources within the community to support positive student outcomes. Facilitate Spanish communication between parents and teachers.	2000-2999: Classified Personnel Salaries	Title I	14280

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Provide language interpretation services at meetings	ongoing	Principal, staff	Interpretation services provided so families that speak another language will be able to understand the information presented and participate in the meetings (ie. ELAC, Title 1 meeting, coffee with the principal)	None Specified	None Specified	
Expand outreach to the community	August 2020-June 2021	principal, staff	ELAC meetings will be held via Zoom so that families are able to attend from their home.	None Specified	None Specified	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Increase Parent Workshop/ Parent Information Sessions	August 2020- June 2021	Principal, staff, community partners, teachers	"Reading Gives You Wings" monthly conference session for parents. There are seven sessions in total on a variety of topics focused around reading (Family resilience and reading, brain development and reading, literacy strategies, etc.). Language interpretation was provided.	None Specified	None Specified	
			"How to Support Study Skills at Home" was presented at an ELAC meeting to help any interested families support their child at home. This presentation was conducted by a Madrona teachers and language interpretation was provided.	None Specified	None Specified	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Hire a community liaison to provide in person support at Conejo Creek Condominium Association	August 2020	Principal	Provide Madroña families with information and available resources within the community to support positive student outcomes. Facilitate Spanish communication between parents and school.	1000-1999: Certificated Personnel Salaries	Title I	841

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Follow up with families on attendance or work completion concerns	August 2020-June 2021	Principal, district school social worker, school outreach assistant	District school social worker (Gabriela Magdaleno) will provide Madrona with information on students with chronic attendance issues. school outreach assistant to contact families of students who have attendance or work completion concerns	None Specified 2000-2999: Classified Personnel Salaries	District Funded Title I	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Increase communication to families and stakeholders	August 2020-June 2021	Principal, staff, PTA, teachers	Principal to provide weekly emails to families about upcoming weekly events and other important informational items.	None Specified	None Specified	
			Information will be communicated through various means such as the school website, emails, push notifications (via. district app), flyers, and marquee.	None Specified	None Specified	
			School counselors will provide monthly newsletters that will be pushed out to Madrona families by the principal	None Specified	None Specified	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Spanish interpretation at parent teacher conferences, back to school night, and other parent meetings	August 2020-June 2021	principal, interpreters	Spanish interpretation provide to parents at various meetings including, ELAC, SSC, etc	2000-2999: Classified Personnel Salaries	EIA Funds	2,000
All school documents that come from the main office will be translated into Spanish to help our Spanish speaking families.	Ongoing	Bilingual facilitator		2000-2999: Classified Personnel Salaries	District Funded	
Provide opportunities for the students and parents in the school to remain connected to the school and feel like a part of the school community	Ongoing	principal, teachers, student council, all staff	Communicate and hold school spirit days throughout the school year Hold weekly Mustang video announcements	None Specified None Specified	None Specified None Specified	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
			Coffee with the principal held so that parents can remain connected to information and given access to communicate with the principal on topics of importance.	None Specified	None Specified	
			Held a Halloween drive through where students had the opportunity to showcase their costume in a safe manner.	None Specified	None Specified	
			Celebrate Inclusive School Week, Start with Hello Week, Abilities Awareness Week with various school related activities	None Specified	None Specified	
			In conjunction with PTA, hold two Family Science Nights to engage our families to the learning that is being conducted on a daily basis	None Specified	Parent Teacher Association/Parent Faculty Club (PTA/PFC/PTSO, PTO, etc.)	
			In conjunction with PTA, hold a Family Drive In Movie Night to engage our families as part of a community	None Specified	Parent Teacher Association/Parent Faculty Club (PTA/PFC/PTSO, PTO, etc.)	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
School will create partnership with outside organizations in order to increase the services available at/near our campus: health screenings & clothing vouchers	Ongoing	Principal, Bilingual School Outreach Assistant, Bilingual School Social Worker		None Specified	None Specified	
Principal, Bilingual School Outreach Assistant, Community Liaison, Intervention Specialists, and Bilingual School Social Worker will coordinate home visits in order to conduct wellness checks and deliver materials.	Ongoing	Principal, Bilingual School Outreach Assistant, Community Liaison, Intervention Specialist, Bilingual School Social Worker		1000-1999: Certificated Personnel Salaries 2000-2999: Classified Personnel Salaries	Title I Title I	

Actions to be Taken to Reach This Goal	Timeline	Person(s) Responsible	Proposed Expenditure(s)			
			Description	Type	Funding Source	Amount
Bilingual district outreach coordinator and bilingual outreach assistant will offer parent technology classes: Topics Canvas SeeSaw Zoom Office staff also provides technology support to parents and students in order to increase participation in remote learning.	Ongoing	District outreach coordinator		2000-2999: Classified Personnel Salaries	District Funded	

Annual Review

SPSA Year Reviewed: 2019-20

Respond to the following prompts relative to this goal. If the school is in the first year of implementing the goal, an analysis is not required and this section may be deleted.

ANALYSIS

Describe the overall implementation of the strategies/activities and the overall effectiveness of the strategies/activities to achieve the articulated goal.

Madrona has made strides last year towards the effort in reaching out to our families through a temporary school outreach assistant. Considering the effects on the pandemic on our families, more communication and support will be needed to navigate the digital divide as some learners will be accessing their class remotely. In addition, families will need access to more information regarding community resources as the pandemic affects employment and health of our families. The community liaison will help bridge this gaps through in person support at the Conejo Creek Condominium Association.

Briefly describe any major differences between the intended implementation and/or the budgeted expenditures to implement the strategies/activities to meet the articulated goal.

There were no major differences.

Describe any changes that will be made to this goal, the annual outcomes, metrics, or strategies/activities to achieve this goal as a result of this analysis. Identify where those changes can be found in the SPSA.

There will be no changes to this goal.

