November 27, 2018

Dear Parents and Guardians,

Please find in the enclosed envelope three documents to assist you and your child in having a better school experience here at Lassen Elementary School. Please read through the documents to gain a better understanding of what is happening in the district, our school and in your child’s classroom. These documents describe ways that the school and families work together to help all the students excel.

Please read the District Title 1 Parent and Family Engagement Policy and the Lassen Parent and Family Engagement Policy at home. However, the School and Parent Compact should be read and reviewed with your child. Please discuss with your child their responsibility to do their best to achieve academic success.

If you have any questions about the letters, please call Mrs. Jercan at 818-892-8618.

Sincerely,

Lance Moore
Principal
Dear Parents and Guardians,

The Los Angeles Unified School District approved a new LAUSD Title I Parent and Family Engagement Policy in June of 2018, which was developed with the meaningful consultation of Title I parents and family members from each Local District. The policy is summarized below. A hard copy of the entire policy may be requested from the main office.

Summary of the Los Angeles Unified School District Title I Parent and Family Engagement Policy

A. LAUSD will involve parents in the joint development of the LAUSD Local Education Agency (LEA) Plan by inviting parents of Title I students to participate in Local District Title I Parent Study Groups, in the District's Title I Focus Group, and in school level activities related to the LAUSD LEA Plan, including program and budget development for categorical programs. The District will also invite parents to participate in special training to support their understanding of the LAUSD LEA Plan and the Single Plan for Student Achievement (SPSA).

B. LAUSD, through the Office of Parent and Community Services (PCS) and the Local District Parent and Community Engagement (PACE) staff, will provide the coordination, technical assistance, and other support necessary to assist and build the capacity of Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance. Staff from PCS and PACE will develop tools and curriculum and will provide training to school staff in the following areas:

- School Goals for Parent Engagement
- Program Building Relationships with Community Groups
- Modules Parent and Family Center Improvement Program
- Modules

C. LAUSD will coordinate and integrate parent and family engagement strategies described in this policy with strategies used in programs operated by other LAUSD departments, some of which are listed below:

- Multilingual and Multicultural Education
- Early Childhood Education
- Student Health and Human Services
- Beyond the Bell

D. Through Local District Title I Study Groups, LAUSD will conduct an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of Title I schools, identifying the strategies to support successful engagement, the needs of parents and family members to assist with their children’s learning, and the barriers to greater parent participation in activities.

E. LAUSD will use the findings under section D to design evidence-based strategies for more effective parent engagement and to revise, if necessary, the LAUSD Title I Parent and Family Engagement Policy.

F. LAUSD will involve parents in the activities of Title I schools, ensuring that schools listen responsively to parents, welcome them as partners, and provide leadership and learning opportunities to them. LAUSD will ensure that parents and family members are knowledgeable about school and District programs, engagement opportunities, student and school performance data, parents’ rights and responsibilities, and how to support their children’s education.

If you are interested in learning more about the annual review of this policy that takes place in each Local District, please contact the Office of Parent and Community Services at 213-481-3350.

Sincerely,

Lance Moore
Principal
Los Angeles Unified School District
Lassen Elementary School
Lassen Parent Involvement Policy
2018-19

In support of student achievement, Lassen Elementary School, along with parents and community members, on an annual basis, will develop a Title 1 parent involvement policy to encourage parental participation in decision-making and school activities. The agreed upon policy will be distributed annually to all parents and is posted on the school’s website. The policy describes the means for carrying out the following Title 1 parental involvement requirements [20 USC 6318 Section 1118 (c)-(f) inclusive.]

A. POLICY INVOLVEMENT

- Lassen School will hold an annual Title 1 meeting, for all parents of participating children to inform them of the policy, their rights under Title1, and how they can be involved in the planning, decision-making, review and improvement of Title 1 programs in the school.

- Lassen School will be flexible as to meeting times to encourage as much participation as possible. The school offers a flexible number of meetings for parents, such as meetings in the morning, afternoons, and evenings.

- Lassen School will involve parents in the annual planning, review and improvement of programs and documents including the Single Plan, Parent Involvement Policy and School-Parent Compact through the monthly School Site Council (SSC), English Learner Advisory Council (ELAC), and annual parent surveys.

- Lassen School will provide parents with timely information about curriculum, assessments, and expected proficiency levels for student achievement through Back to School Night, Parent Conferences, and Open House.

- Lassen School will submit to the district any written comments or concerns from parents. Lassen School informs the parents of the Uniform Complaint Procedures (UCP) at the beginning of each school year.

- Lassen School reviews and revises the Parent Involvement Policy based on Parent Survey data annually and seeks input from all stakeholders.

B. SHARED RESPONSIBILITIES FOR HIGH ACADEMIC ACHIEVEMENT

- Lassen School will provide a School-Parent Compact composed and reviewed by the parent councils/committees and school personnel. This compact focuses on how parents, the school staff and students share the responsibility for improving student academic achievement included in the compact.

- The Lassen Elementary School Compact describes:
  - Lassen School’s responsibility and commitment is to provide students with a high quality education with the use of researched based curriculum including Benchmark ELA, Benchmark ELD, and My Meth.
  - Lassen School’s responsibility is to provide a safe, orderly and supportive environment for learning based on Common Core Standards.
  - Lassen School’s responsibility is to continually inform parents of their child’s progress through on-going communication including:
    o A minimum of two parent-teacher conferences are scheduled.
    o Parents are to schedule parent conferences when needed.
    o Test Results and student work sent home regularly.
  - Lassen School will provide opportunities for parents to collaborate with teachers, students, and school personnel.

- Lassen parent’s responsibility is to provide the proper learning environment at home including proper nutrition, adequate sleep, homework and study time and regular medical attention. Parents will ensure that their child(ren) attend(s) school every day.

- Lassen parents’ responsibility is to read a minimum of 20 to 30 minutes nightly with their child (including weekends).

- Lassen parents are encouraged to make scheduled classroom observations, serves as classroom volunteers and/or meet with administration.
Lassen student’s responsibility is to support learning for themselves by being prepared with materials and homework as well as following school rules and showing respect to adults and classmates.

Lassen students will set academic goals and work hard to achieve them.

Section III: BUILDING CAPACITY for involvement

Lassen School engages 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:

- Lassen School, at its parent meetings, will help parents to understand topics such as academic content standards, state and local assessments, how to monitor their child’s progress, and working with educators to improve the achievement of their child.

- Lassen School provides parent training and materials at Family Literacy, Math Night meetings, and Parent Workshops.

- Lassen School will educate the entire staff with the assistance of parents to better communicate and work together as equal partners through the PTA, volunteer opportunities, holiday programs, Health Fair, Career Fair, Project Based Festivals, fundraisers and field trips.

- Lassen School’s parent meetings, (ELAC, SSC, Title 1, PTA, Coffee with the Principal, P.A.T) encourages and supports parents in participating actively in their students education, informing them as well as, providing informational opportunities for self-growth.

- Lassen School provides written communication in both English and in Spanish. The Connect Ed telephone service relays pertinent information in both languages.

- Lassen School utilizes a Parent Survey to drive informational parent meetings on needs and/or topics of discussion.

Section IV: ACCESSIBILITY

- Lassen School provides opportunities for participation of parents with limited English proficiency, disabilities, Title 1 participation as well as parents of traveling students and migratory parents.

Sincerely,

Lance Moore
Principal
School-Parent Compact for Achievement

What is a School-Parent Compact?

A School-Parent Compact for Achievement is an agreement that parents, students and teachers develop together. It explains how parents and teachers will work together to make sure all students reach or exceed grade-level standards. Effective compacts:
- Link to goals of the school improvement plan
- Focus on student learning skills
- Describe how teacher will help students develop those skills using high-quality curriculum and effective instruction in a supportive learning environment.
- Share strategies parents can use at home
- Explain how teachers and parents will communicate about student progress
- Describe opportunities for parents to volunteer, observe, and participate in the classroom.

Activities to Build Partnerships

Lassen Elementary provides opportunities for parents to partner with teachers, students, and school personnel.
- School Site Council (SSC) - Last Monday of the month
- English Learner Committee - Second Wednesday of the month
- Coffee with the Principal - Third Friday of the month
- PTA - Meetings every other month
- Parent Workshops - Ongoing
- Career Fair - October
- Health Fair - November
- Projects and Performances - Spring
- Parent Volunteer Opportunities

Jointly Developed

Parents at Lassen Elementary are invited yearly to participate in our annual meeting where our School-Parent Compact for Achievement is discussed and revised based on school data. Data is analyzed for progress towards goals set forth in our SPISA. All stakeholders are encouraged to contribute to the discussion to ensure all points of view are acknowledged.

Communication about Student Learning

Our school is committed to regular two-way communication with families about their children’s learning. Some of the ways parents and teachers communicate all year are:
- A minimum of two parent teacher conferences per year (Fall and Spring)
- Progress Reports sent home three times a year
- Online Gradebook (Schoology)
- Teachers are accessible to parents by returning phone calls, sending notes and assessment results home, and being available for prearranged conferences.
- Opportunities to volunteer in the classroom

Lassen Elementary School

SCHOOL-PARENT COMPACT
FOR
ACHIEVEMENT
2018-19

All Students Excel
15017 Superior Street
North Hills, CA 91343
(818) 892-8618
Our Goals for Student Achievement

District Goals
At the Los Angeles Unified School District, our goals are:
1. 100% Graduation
2. Proficiency in English Language Arts and Math for all Students
3. 100% Attendance
4. Parent and Community Engagement
5. School Safety

School Goals
At Lassen Elementary, our goals are to:
1. Steadily increase our percentage by 3% to 5% yearly of students meeting or above benchmark in DIBELS.
2. Steadily increase our percentage by 3%-5% of students in grades 3rd-5th meeting or exceeding standard on SBAC in English Language Arts and Mathematics.

Our School provides high quality curriculum and instruction in supportive and effective classroom environments to enable students to meet state academic standards. We support our students and work hard to provide a welcoming, safe school environment.

Teachers, Parents, Students—Together for Success

In the Classroom
At Lassen Elementary School our teachers will work with students and their families to support student success and raise achievement.

- Provide rigorous Common Core Standards based instruction for all students using core district approved materials, up to date technology, research based strategies, and intervention when needed.
- Provide rigorous curriculum through basic, auxiliary and supplementary services that allow for addressing the health, academic progress and social needs necessary to support the students.
- Provide a safe, orderly supportive environment for learning based on Common Core Standards.

At Home
Parents understand that their participation in their child's education will assist with their academic progress and social skills.

- Ensure that their child attends school every day on time with appropriate materials, gets adequate sleep, feels secure, receives regular medical attention, and proper nutrition.
- Read a minimum of 20 - 30 minutes nightly with their child (including weekends).
- Provides a quiet time and place for homework activities.
- Be supportive of school policies and procedures.

Students
Students realize that education is important and carry responsibility for their own success.

- Come to school ready to learn and do their best
- Take responsibility to bring necessary materials, complete assignments and homework daily.
- Know and follow school rules in the classroom and on the playground.
- Be respectful, kind and helpful to adults and classmates.
- Support the learning for themselves and others with good school behavior and language.
- Read or be read to at home for 20-30 minutes daily.
- Set academic goals and work hard to achieve them.

Reviewed and approved by School Site Council (SSC) on 11/26/18