



Arts, Media & Communication, Health & Human Development, Careers in Education  
Web: [http://www.lausd.net/Northridge\\_Academy\\_HS](http://www.lausd.net/Northridge_Academy_HS)  
9601 Zelzah Avenue, Northridge, California 91325  
Phone: (818) 700-2222 Fax: (818) 718-2239

Austin Beutner  
Superintendent of Schools  
Los Angeles Unified School District

Joseph Nacorda  
Local District Northwest  
Superintendent

Donna Gilliland  
Instructional Director  
Local District Northwest

Nidia Castro  
Principal

## **Northridge Academy High School PARENT and FAMILY ENGAGEMENT POLICY: 2020- 2021**

*(Approved by SSC on 11-19-2020)*

*Parent and Family Engagement Policy will remain virtual and approved till return to school.*

**Northridge Academy High School** has jointly developed with and distributed to parents of attending students the following written Parental Involvement Policy. The policy has been agreed on by parents of students of Northridge Academy High School and describes the means for carrying out the following Title I parental involvement requirements:

### **Policy Involvement**

**Northridge Academy High School** carries out the following legal requirements in the manner described below:

1. Convene an annual meeting to inform parents of participating students of the requirements of Title I and their rights to be involved

*Parents have several opportunities to be informed of the requirements of Title I and their rights during the first months of school. This information is provided during a plenary session at the beginning of Back to School Night and is repeated at the first "Coffee/Tea with the Principal" meeting of the school year.*

2. Offer a flexible number of meetings

*Parents have several opportunities to be informed of the requirements of Title I and their rights during the first months of school. This information is provided during a plenary session at the beginning of Back to School Night and is repeated at the first "Coffee/Tea with the Principal" meeting of the school year.*

3. Involve parents of participating students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and Title I parental involvement policy\*

*Using District guidelines, all mandated parent advisory and decision-making councils have been established. These include ELAC (English Learner Advisory Committee), SSC (School Site Council), and SLC (School Leadership Council). All meet monthly, have established bylaws, post agendas publicly, and keep minutes and sign-in sheets on file at the school. All written and oral language at the meetings is translated from English to Spanish as necessary, ELAC makes recommendations to the SSC concerning the needs of their student constituents. SSC makes program and monetary decisions. SLC is responsible for establishing discipline and attendance policies.*

4. (A) Provide parents of participating students with timely information about programs

*Parents are annually provided with mandated information regarding Title I programs via mail. In*

*addition, information is posted on the school website and is sent to parents via Blackboard*

*Connect, the Parent Portal (Schoology) and hand-outs sent or mailed home to parents, all of which are transmitted in both English and Spanish. Meeting notices and agendas for ELAC, and SSC are posted publicly 72 hours in advance. The annual calendar of these meetings is also posted publicly and is listed on the school website.*

(B) Provide parents of participating students with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet

*Currently the school has a Back-to-School Night during the Fall Semester and an Open House during the Spring Semester to inform parents regarding the curriculum and procedures of the various classrooms. Syllabi for classes are available to parents during these events, posted on Schoology which is accessible via the Parent Portal, and also provided in print at their request. In addition, a Parent-Teacher Conference (PLBAO) night is held each semester to facilitate communication regarding student performance. Each year, grade-specific student-parent meetings are held with school counselors and administration to discuss school policies, graduations requirements, college opportunities, etc. Opportunities for parents to learn about CAASPP standardized tests, tour the school, and generally develop a sense of ownership are available and will be continued. In addition, most teachers post lesson assignments and material on Schoology which is available to parents via the Parent Portal. Many use an automated phone calling system (BlackBoard Connect) to communicate with parents. Parents also have access to on-line password-protected progress reports and standardized test results in the Parent Portal.*

(C) Provide parents of participating students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children

*In addition to the Parent-Teacher Conferences that are held each semester to discuss student performance, parents have the opportunity to participate in Individualized Graduation Plan (IGP) meetings with a school counselor, Student Support and Progress Team (SSPT), and IEP meetings with teachers and counselors to discuss student progress. At any time, parents may also request a meeting with individual teachers and administrators regarding their child. Communication between parent and teacher is encouraged, and frequently occurs via phone conversations and email, as well as face-to-face conferences.*

### **Shared Responsibilities for High Student Academic Achievement**

**Northridge Academy High School** has jointly developed with and distributed to parents of participating students a School-Parent Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the California content standards. The compact describes the following items in addition to items added by parents of Title I students. A copy of the compact is attached to this policy.

1. The school's responsibility to provide high-quality curriculum and instruction
2. The parents' responsibility to support their children's learning
3. The importance of ongoing communication between parents and teachers through, at a minimum, annual conferences, reports on student progress, access to staff, and opportunities to volunteer and participate in and observe the educational program

### **Building Capacity for Involvement**

To ensure effective involvement of parents and to support a partnership among **Northridge Academy High School**, parents, and the community to improve student academic achievement, **Northridge Academy High School** carries out the following legal requirements in the manner described below:

1. Assist parents in understanding academic content and achievement standards and assessments and how to monitor and improve the achievement of their children.

*Currently the school has a Back-to-School Night during the Fall Semester and an Open House during the Spring Semester to inform parents regarding the curriculum and procedures of the various classrooms. In addition, a Parent-Teacher Conference night is held each semester to facilitate communication regarding student performance. Each year, grade-specific student-parent meetings are held with school counselors and administration to discuss school policies, graduations requirements, credit recovery options, student support services available (both on and off campus), college opportunities, etc. Opportunities for parents to learn about CAASPP standardized tests, tour the school, and generally develop a sense of ownership are available and will be continued. In addition, most teachers post lesson assignments and material on Schoology which is available to parents via the Parent Portal. Many use an automated phone calling system (BlackBoard Connect) to communicate with parents. Parents also have access to on-line password-protected progress reports and standardized test results in the Parent Portal.*

*Monthly Coffee/Tea with the Principal meetings provide a forum for discussion of issues related to student achievement.*

*The Parent/Family Resource Center also provides support for parents to assist them in communicating with teachers and school personnel.*

2. Provide materials and training to help parents work with their children to improve their children's achievement.

*Parents are provided with regular opportunities to learn how to improve their children's achievements. These opportunities include grade-specific meetings such as Freshmen Orientation, the annual 10<sup>th</sup> Grade Parent Meeting; At-Risk Student/Parent Workshops; Advanced Placement Information Night; Parent's College Workshop; content-specific meetings such as Math Night; and activities and workshops sponsored by the Parent/Family Resource Center.*

3. Educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners.

*The partnership between teachers and parents is fostered in the school's SLC, SSC, and ELAC meetings. In addition, developing relationships with families is a regular focus group topic during professional development and staff meetings. The Parent/Family Resource Center director, parent leaders, and community members are heavily involved in these trainings for staff members. Results of parent input from the annual School Experience Survey are used as data for faculty professional development.*

4. Coordinate and integrate parental involvement with other programs and conduct activities that encourage and support parents in more fully participating in the education of their children.

*The counseling staff at Northridge Academy High School makes a concerted effort to communicate effectively with parents. Communication is routinely conducted in the appropriate home languages. Phone calls, letters sent by certified mail, individual conferences, IGP Meetings, Student Support and Progress Team (SSPT) meetings, and IEP meetings are among the many ways our counselors engage parents in supporting the academic achievement of their students. While*

*many of these activities are coordinated by the counseling staff, most meetings also include the active participation of teachers.*

5. Distribute information related to school and parent programs, meetings, and other activities to the parents of participating students in a format and, to the extent practicable, in a language the parents understand.

*Information related to school and parent program is distributed in a number of formats: 1) Weekly phone call via Blackboard Connect and bulletin emailed to parents by the principal; 2) Letters that are mailed home; 3) Letters and flyers that are given to students to take home to parents/guardians; 4) Phone messages via the Blackboard Connect phone message delivery service; 5) Information posted on the school website northridgeacademyhs.org; 6) Posters and banners displayed in prominent locations on the exterior of the school; 7) Meeting notices posted in the school office and other public places; 8) Announcements displayed on the school marquee. All school correspondence, both written and oral, is communicated in both English and Spanish.*

6. Provide support for parental involvement activities requested by parents.

*Northridge Academy High School supports the active involvement of parents in the three governance groups—SSC, ELAC, and SLC. Traditionally, SSC and ELAC are chaired by a parent. The NAHS Parent and Family Center provides a venue for parents to volunteer in a variety of ways. Friends of NAHS, our parent booster club, raises funds, gives input on policies, sponsors and after school “Snack Shack”, holds fundraisers and provides funds for supplies, support programs for the classroom, field trips, student leadership activities, and more. Parents are also involved in several clubs and sport teams on campus, as well as our Leadership-sponsored events. Parents are provided an environment where they feel welcomed to be part of the partnership to help their child to succeed. The school highly values the initiative, input, and leadership of our parents.*

### **Accessibility**

Northridge Academy High School, to the extent practicable, provides full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports in a format and, to the extent practicable, in a language parents of Title I students understand.

*In addition, school activities, including athletics, are held, to the extent practicable and while following appropriate policies for the activity, at a time when parents can come and support their student.*