



LOS ANGELES UNIFIED SCHOOL DISTRICT

**NOBLE AVENUE ELEMENTARY SCHOOL**

8329 NOBLE AVENUE NORTH HILLS, CA 91343

PHONE (818) 892-1151 FAX (818) 830-1898

WWW.NOBLEK5.COM

**JOHN DEASY**  
*Superintendent of Schools*

**LINDA DEL CUETO**  
*Superintendent, Local District One*

**CARA SCHNEIDER**  
*Principal*

**EILEENE LOVE**  
*Assistant Principal*

**LUCY LEE**  
*Assistant Principal EIS*

---

**2011-12**  
**School Parent Involvement Policy**

*Noble Avenue Elementary believes that parent involvement is of the utmost importance in a child's education. The goal for Noble Avenue is for parents and school staff to work together to improve student achievement. The School's Parental Involvement Policy is collaboratively developed with parents, teachers and community members. The School's Parental Involvement Policy outlines opportunities for involvement in school policy, the shared responsibilities of parents, ways to build capacity for involvement, and the accessibility of the school program to parents.*

**A. Policy Involvement**

- At Noble Avenue Elementary, parents are involved, on an annual basis, in the planning, review and revision of the School's Parental Involvement Policy, Single Plan for Student Achievement, and the School-Parent Compact.
- According to appropriate elections and by-laws, the following school councils and groups provide involvement opportunities for parents. These include:
  - CEAC – Compensatory Education Advisory Council
  - SSC – School Site Council
  - ELAC – English Learner Advisory Council
  - LSL – Local School Leadership
- Participation in school councils enables parents to be involved in the policy making process at the school site to improve the education for all students in an organized and ongoing basis. Parents are involved in the planning, review, and improvement of the school's programs, School Parental Involvement Policy, School-Parent Compact and Single Plan for Student Achievement.
- Parents' activities and council meetings are scheduled at varied times (morning, afternoon, or evenings) to accommodate the various schedules of parents.
- Childcare is offered, when needed, to facilitate parent participation in school activities and meetings.
- An annual meeting is scheduled in the fall, at a time convenient for the majority of parents, to provide information about the Title I Program at the school site.
- An annual letter is sent home to parents of Title I Students, in English and Spanish, to provide written information about the school's Title I program.
- Annual Back to School Night and Open House events provide information to parents about the State standards-based instructional program including curriculum, State and local assessments, expected levels of student proficiency and the importance of the home-school partnership.
- Classroom teachers provide ongoing information to parents about curriculum, assessments, and expected levels of student proficiency through welcome letters at the beginning of the school year, and throughout the school year through conferences, newsletters, progress reports, notes, and phone calls home.
- Parent/teacher conferences are held biannually to discuss specific students' academic success and levels of proficiency, utilizing report cards, test scores, and work portfolios.
- In addition to biannual conferences, parents are encouraged to meet with teachers, on an ongoing basis, to discuss the education of their children with any concerns or questions.
- Upon review of the Single Plan for Student Achievement, if a parent disagrees with any portion of the plan, the parent may submit a written letter stating that fact, which is then submitted with the Plan to the local District office for review.

- Parents are involved the development of the School Based Management Plan, and parent members of School Based Management share in the policy making process in such areas discipline, dress code, budget, and scheduling.

## **B. Shared Responsibilities of High Student Achievement**

• Noble Avenue, in conjunction with parents, has developed a School-Parent Compact that outlines the shared

responsibilities that parents, the school, and students will undertake to build and develop a partnership to help students achieve to the highest academic standards.

- As addressed in the Compact, ongoing, regular communication between the parent, school, and student is essential for academic success.
- In the School-Parent Compact, the school's responsibilities include providing a high quality, State standards based instructional program, a safe, supportive and effective learning environment, and regular communication about students' progress to parents.
- In the School-Parent Compact, the parents' responsibilities include establishing a supportive home learning environment, monitoring student's attendance and homework, and attending school activities like Back to School Night, Open House, and bi-annual conferences.
- In the School-Parent Compact, the students' responsibilities include: attending school every day, following school rules, participating in classroom and school activities, and completing schoolwork and homework.
- Volunteering and observing in the classrooms is an important activity for parents' shared responsibility for student's academic success and helps to further develop the partnership between school and home.
- Parents are encouraged to volunteer their assistance in the classrooms, on field trips, and at school events.
- Parent observation in the classroom is encouraged and readily accessible.
- School-Parent Compact is reviewed, discussed, and signed before or no later than the first parent conference in the fall. Copies of the School-Parent Compact are kept in students' classrooms on file with the teacher, and are available to parents and staff upon request.
- Parent/teacher conferences are held bi-annually to discuss academic program, share information about students' academic progress, using report cards, test results, and work portfolios.
- In addition to trimester report cards, parents are informed of students' progress through progress reports, notes, phone calls, and informal conferences.
- Teachers send home students' work on a weekly or monthly basis as discussed at the first conference or Back To School Night for parent review.

## **C. Building Capacity for Improvement**

- Noble Avenue, with the assistance of the District, has developed strategies to increase effective parental involvement in the school's educational program. The school supports and fosters a joint partnership among the school, parents and teachers, as well as the community.
- Noble Avenue provides parents with assistance in the understanding of State standards, expected levels of students' proficiency, and State and local assessments through a variety of means. These include: Back to School Night, Open House, bi-annual parent/teacher conferences, as well as through regularly scheduled council meetings.
- In addition, there is ongoing communication, in English and Spanish, about the school's programs through written communication which include: a school-wide monthly newsletter and calendar, an bulletins about special events such as council meetings.
- An annual welcome letter from each teacher at the beginning of the school year provides information on grade level State standards-based curriculum, assessments and classroom policies.
- There is regular and ongoing communication between parents and teachers, which include: progress reports, conferences, notes, newsletters and phone calls.
- Parent training is based on parents' needs assessment. Noble hosts a weekly parent informational workshop on various topics such as English Language Arts, Math, Health and Nutrition, parenting skills and child behavior skills. These classes are conducted by the School

Coordinators, the Parent Representative, our school Counselor, or the Math and Literacy Coaches. We also branch out and invite community agencies to present topics of need.

- Parents are encouraged to participate in the policy-making process at Noble through participation in the school councils.
  - Parents are encouraged to participate in school wide events such as Back to School Night, Open House, and Evening for the Arts as well as parent/teacher conferences.
  - School related information is sent home in a clear, understandable format, in both English and Spanish, the dominant secondary language of the school's population.
  - Translation in Spanish is provided at school and council meetings, as needed, including Back to School Night, Open House and parent/teacher conferences.
  - Bilingual staff provides both written and oral translation when needed to facilitate communication with parents with limited English Proficiency.
  - Translation in languages other than Spanish, including American Sign language is arranged and provided as needed to ensure clear communication with parents with disabilities or limited English Proficiency.
  - Translation is provided to accommodate parents with disabilities or limited English Proficiency at IEP meetings, either by school staff or District personnel. The District provides copies of the IEP in the home language of the parents of students identified with special needs.
  - Parents are encouraged to participate in special school programs, which include the Halloween Parade, Annual Winter Program, Evening for the Arts, Back to School Night, Open House and fundraising activities.
  - School staff, including teachers and administrators, is readily available to parents.
  - Parent volunteers are honored and appreciated at our annual Volunteer Tea held at the end of the school year. It is sponsored by school staff to recognize volunteers' participation and assistance in school programs.
  - School staff members have been trained in how to work with parents as equal partners in students' academic success.
  - The school provides parents with referrals to community resources such as programs like the public library, local Park and Recreation activities, and Boy and Girl Scouts.
  - Bulletins about community events and resources are distributed to parents throughout the year.
  - Parents are informed of local and regionally based in-services and meetings provided by the District or by the community.
  - Parent representatives to School Councils attend District meetings and report back to those School Councils.
  - Noble Avenue Parent Center, under the direction of the Parent Center Representative, acts as a resource center for parents on school programs as well as community services and resources. In addition, the Parent Center provides training and information to support parents to increase parental involvement in their student's academic success.
  - Parental involvement is an integral component of the School Readiness Language Development Program (SRLDP) at Noble Avenue. Parents volunteer in the classroom as well as attend parent-training workshops. SRLDP participates in school-wide activities as well.

#### **D. Accessibility**

- Noble Avenue provides varied opportunities for full participation of parents in the school's programs and activities. This includes parents with limited English proficiency, parents with disabilities, and parents of migratory students.
- Information about school programs and activities are provided in a written format easily understandable by parents, and in English and Spanish, the dominant secondary language at Noble.
- Translation is provided for parents with limited English proficiency at school meetings, special events like Back to School Night and Open House, parent/teacher conferences and IEP meetings.
- Information about student's progress including report cards is sent home in the student's home language.

It is the goal of Noble Avenue Elementary School Parental Involvement Policy to encourage parents to fully participate in the education of their students, and to foster a strong, effective partnership between the school and home. This is accomplished through opportunities that enable parents to fully participate in the school program, in school policy development, and through clear communication about school programs, activities, and students' progress.

Noble Avenue Elementary School Parental Involvement Policy will be evaluated jointly with participating parents and revised on an annual basis to further increase parental involvement and its effectiveness at Noble Avenue Elementary School.

The 2011-12 Parent Involvement was approved by the Compensatory Education Advisory Committee (CEAC) and English Learner Advisory Committee (ELAC) on November 9, 2011. It was approved by the School Site Council on November 10, 2011.

---

Cara Schneider, Principal

---

Maritza Monterrosa, SSC Chairperson