

# Charter Oak Unified School District

## Parent and Family Engagement Policy

The Charter Oak Unified School District recognizes that parents/guardians are their children's first and most influential teachers and that continued parental involvement contributes greatly to student achievement and positive school environment.



Parents and guardians are encouraged to participate in their child's education by volunteering at school, joining a parent club or serving on any of the District committees described below.

Contact the principal at your school site about ways you can become involved.

### Parent/Community Volunteers

Parents and community members are encouraged to participate in schools by serving on the School Site Council, District and site level English Learner Advisory Committees, District and Site Level PTA and assisting in classrooms, libraries, or school offices. Depending on the level of volunteers the following may be required: current negative tuberculosis (TB) results, signed confidentiality and Child Abuse Report Form, PC290 Megan's Law clearance, live scan fingerprints and a completed volunteer application. More information regarding volunteer requirements is available at the school sites and the District website, [www.cousd.net](http://www.cousd.net).

### Parent Teacher Association (PTA)

Parent Teacher Associations and parent organizations are active at schools across the District. These groups work to help enhance the education of students by sponsoring school-wide fundraisers and activities. Booster Clubs are adult organizations formed by parents to support a particular educational program at our middle and high schools. To become involved in your child's PTA, contact the school office.

A note about fundraising: Schools, PTAs, Parent Clubs, and Booster Clubs may have fundraising activities to provide money for additional field trips, equipment, or other school needs. Participation in fundraising activities and donating to them is strictly voluntary. Students shall not be made to feel uncomfortable about providing funds, goods, or services. Students shall not be excluded from an activity if they choose not to participate in fundraising/solicitations.

## School Site Council (SSC)

School Site Council (SSC) is comprised of parents, community members, teachers, the principal, and other school personnel. This Council develops, implements, continually monitors and evaluates the Single Plan for Student Achievement, a documented plan of action to raise the academic performance of students and improve the school's education program. The SSC is directly involved with staff development planning. The principal can provide information about your School Site Council and Single Plan for Student Achievement.

## District English Learner Advisory Committee (DELAC)

The DELAC is composed of parent and staff representatives from each School Site Council, English Language Advisory Committee, and PTA. It meets regularly during the school year in open public forum to share information, study instructional issues, approve school planning schedules, and make recommendations to the District Superintendent on specific items. For information about the DELAC, please contact your school, or call 626-966-8331.

## Community Advisory Committee (CAC)

Community Advisory Committees are vital components of effective Special Education programs in California. CACs have specific roles and responsibilities. Across California, many CACs are active, creative bodies that assist in advising local school districts, the Board of Education and Special Education administration about the Special Education Local Plan, annual priorities, parent education and other Special Education related activities. Every Special Education Local Plan Area (SELPA) is required to establish a CAC. A SELPA is a consortium that is formed to ensure that the full continuum of Special Education services is available to all eligible students within its boundaries. It is comprised of an individual district, a group of districts, or districts and a county office(s) of education. CACs provide an important connection between the community and the SELPA.

The Community Advisory Committees responsibilities include advising the policy and administrative entity of the district, SELPA, or county office, regarding the development, amendment, and review of the Local Plan. The Local Plan describes the local policies, procedures and programs that are consistent with state laws, regulations and policies for Special Education. The CAC acts in an advisory capacity and may recommend priorities or changes to be addressed by the plan. More information regarding CAC is available at the District website, [www.cousd.net](http://www.cousd.net) under the Special Education Department.