

## **Fresno Unified**

### **Board Policy**

#### **BP 6171**

#### **Instruction**

##### Title I Programs

In order to improve the academic achievement of disadvantaged students, the district shall use federal Title I funds to provide eligible students with supplementary services according to the assessed student need to reinforce the core curriculum in reading, language arts and mathematics and other content areas to assist students in attaining proficiency on state academic standards and assessments.

(cf. 5149 - At-Risk Students)

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

A school may operate a Title I schoolwide program in order to upgrade the entire educational program of the school when at least 40 percent of the students in the school attendance area, or at least 40 percent of the students enrolled in the school, are from low-income families. The Superintendent or designee shall inform any such eligible school and the school's parents/guardians of the school's eligibility and its ability to consolidate funds from federal, state and local sources for program purposes. (20 USC 6312, 6314)

In any school receiving Title I funds that does not operate a schoolwide program, the district shall use Title I funds only for targeted assistance programs for eligible students. (20 USC 6315)

The Superintendent or designee shall provide technical assistance and support to any school participating in the Title I program, including consultation in the development and implementation of school plans and activities.

The Superintendent or designee shall ensure the coordination of Title I activities with other programs as appropriate.

The district shall submit to the California Department of Education a plan containing the components specified in 20 USC 6312, which describe the assessments, strategies and services

the district will use to help low-achieving students meet challenging academic standards. (20 USC 6312)

(cf. 0420 - School Plans/Site Councils)

The district shall periodically review and, as necessary, revise the district plan. (20 USC 6312)

#### Parental Involvement

Title I programs, activities, and procedures shall be developed and agreed upon with parents/guardians of participating students. (20 USC 6312, 6318)

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

The Superintendent or designee shall: (20 USC 6312, 6318)

1. Involve parents/guardians in the joint development of the district's Title I plan pursuant to 20 USC 6312, and the process of school review and improvement pursuant to 20 USC 6316
2. Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance
3. Build the capacity of schools and parents/guardians for strong parent involvement
4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in 20 USC 6318
5. Conduct with parent/guardian involvement, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the schools served by Title I including:
  - a. Identifying barriers to greater participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background
  - b. Using evaluation findings to design more effective parent involvement
  - c. If necessary, revising the district and school parent involvement policies
6. Involve parents/guardians in the activities of schools served by Title I

This policy shall be distributed to parents/guardians of participating students and incorporated into the district's Title I plan. (20 USC 6318) Each school shall also have and distribute a written parent involvement policy with specified components. (See AR 6171)

#### Comparability in Instruction

The Superintendent or designee shall establish procedures which ensure that the district provides all district schools with the same level of base funding, per student, for staff services, curriculum materials and instructional supplies. At the beginning of each school year, the ratio of students to teachers and auxiliary staff shall vary as little as possible from school to school. The Superintendent or designee shall develop procedures for ensuring comparability of services and shall biennially update records documenting the district's compliance. (20 USC 6321)

#### Program Evaluation

The Board shall use state assessment results and other available measures or indicators to annually review the progress of each participating school and determine whether the school is making adequate yearly progress toward ensuring that all students meet the state's proficient level of achievement on state assessments. (20 USC 6312)

#### Participation of non public/private school students

The Superintendent or designee shall provide or contract to provide special educational services or other Title I benefits to eligible non public /private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis with participating public school students. (P.L. 107-110, sections 1120, 9501)

#### Legal Reference:

##### EDUCATION CODE

11500-11506 Programs to encourage parent involvement

##### UNITED STATES CODE, TITLE 20

6301 Program purpose

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

6314 Title I schoolwide programs

6315 Targeted assistance schools

6316 School improvement

6318 Parent involvement

6320 Participation of private school students

6321 Comparability of services

6322 Coordination with early childhood education programs

7881 Participation of private school students

Management Resources:

USDOE GUIDANCE

Supplemental Educational Services, draft nonregulatory guidance, August 6, 2002

WEB SITES

CDE: <http://www.cde.ca.gov/iasa/titleone>

U.S. Department of Education: <http://www.ed.gov>

No Child Left Behind: <http://www.nclb.gov>

Policy FRESNO UNIFIED SCHOOL DISTRICT

adopted: March 26, 1992 Fresno, California

revised: June 6, 1996

revised: March 25, 2004

## **Fresno Unified**

### **Board Policy**

#### **BP 0420**

#### **Philosophy, Goals, Objectives and Comprehensive Plans**

##### School-Based Management Site Councils Coordinated Programs

When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0420.5 - School-Based Decision Making)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0520 - Intervention for Underperforming Schools)

(cf. 0520.1 - High Priority Schools Grant Program)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1431 - Waivers)

(cf. 6020 - Parent Involvement)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6163.1 - Library Media Centers)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall assure that a single plan for student achievement has been prepared for each school participating in any of the state and/or federal categorical

programs listed in Education Code 41506, 41571, or 64000. (Education Code 41507, 41572, 64001)

(cf. 6190 - Evaluation of the Instructional Program)

The Board may approve or disapprove school plans as necessary in order to fulfill the district's mission, accomplish the Board's adopted goals and/or comply with legal requirements.

Whenever feasible, any other school plan may be incorporated into the single plan for student achievement.

The Board shall review and approve or disapprove each school's single plan for student achievement at a regularly scheduled meeting. The Board also shall review and approve any subsequent revisions that include material changes affecting the academic programs for students participating in these categorical programs. The Board shall certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans required as a condition of receiving federal funding. (Education Code 64001)

#### Role of the School Site Council

The School Site Council (SSC) shall, with assistance from district administration, develop, monitor and review the single plan for student achievement in consultation with all applicable school advisory committees. To assist the SSC in this development, monitoring and review, district administration may submit a proposed or model plan, or portions of a proposed or model plan, to the SSC for review, further development, monitoring and approval. The single plan for student achievement is a comprehensive improvement plan that coordinates all other planning efforts at the school that are part of the consolidated program application including Title 1, campus safety, technology plans, program improvement plans, WASC, IIUSPI, HPSG, CSRD etc. (Education Code 64001; 5 CCR 3930.)

Following approval of a single plan by the school district governing board, the SSC shall review a minimum of one time per year the implementation of the plan and assess the effectiveness of the program with the principal, teachers, other school personnel, and students using the district criteria in Board Policy 6191. The SSC shall annually review SSC bylaws, the school site dress code, and make modifications when necessary.

The SSC shall carry out all other duties and responsibilities assigned by the district governing board and all other duties required by any state or federal laws, and no others.

#### Approval of Site Plan

If district administration has submitted a model plan to a School Site Council, including a single plan for student achievement or any other site-based plan, and if a School Site Council has not finally approved a site plan at or before the second to last Board meeting of each

school year the School Site Council shall be deemed to have adopted and approved the plan submitted by district administration as its own. District administration may then submit its plan, as tacitly approved by the School Site Council, to the Board no later than June 30. At the time of such submission, district administration shall establish to the Board that the School Site Council has had adequate opportunity to review the proposed plan and propose an alternate plan.

#### Establishment of Bylaws

The SSC shall develop bylaws based on the district sample bylaws attached hereto, and not in conflict with this Board Policy, or adopt the attached sample bylaws as their own in a duly noticed SSC meeting. In either case, the SSC shall select one of the two election processes required by Board Policy and otherwise comply with this Board Policy. SSCs shall review the bylaws annually at the beginning of SSC member terms and make them available to the public on request. Each SSC shall review its bylaws annually and submit those bylaws to the Board for review and approval through the single plan for school improvement approval process. Until the SSC adopts approved bylaws through this process, the district sample bylaws shall be controlling. Failure to adopt approved bylaws or failure to submit bylaws annually for review and approval by the Board shall be considered approval of the district bylaws by the SSC for the SSC.

#### Composition of SSCs

Representation on the SSC shall be: the Principal, representatives of school site teachers elected by teachers at the school site, parents of students attending the school elected by such parents, or community members residing or working full time in the school attendance area and selected by parents of children attending the school, and, for secondary schools, students attending the school. The council shall be balanced with equal members of school staff (including the principal) and parent/student members, not including vacancies. Teachers shall be a majority of the school staff members. Parent representatives of the SSC may be district employees but shall not be employees at the site.

#### Election of SSC Members

The SSC shall select one of the procedures for election of members of the SSC as set forth in the proposed district bylaws, whether or not the SSC adopts the proposed district bylaws.

#### Code of Conduct of SSC Members

SSC members shall follow the district's adopted community values as follows:

1. Stewardship - We will lead and follow as stewards of our region, caring responsibly for our community assets. We will work together to achieve the greatest, long-term benefit for the community as a whole;

2. Boundary Crossing and Collaboration - We are willing to cross political, social ethnic and economic boundaries and partner with others to achieve community outcomes. We will lead "beyond the walls" to create an inclusive, cohesive community through partnership and collaboration;

3. Commitment to Outcomes - We are willing to take responsibility for tasks and achieving specific outcomes. We are committed to staying involved until the tasks are completed;

4. "Art of the Possible" Thinking - We believe that anything is possible in the Fresno Region. We will envision "success without limitations" and then backward map a specific, attainable strategy for achieving that vision;

5. Fact-Based Decision Making - To the greatest extent possible, we will base decisions and action plans on objective data, thereby avoiding distortion of issues by personal feelings or agendas;

6. Truth Telling - We value the empowerment of everyone involved, along with all community stakeholders, to honestly and forthrightly share all knowledge, experience and insights relative to the working at hand. We take responsibility for ensuring our "truth" is current, not historical. We all share the responsibility for maintaining the truth telling standard;

7. Power Parity - We respect all persons and recognize that there are diverse viewpoints. Positional power will not determine a strategy or preferred outcome, merit will. Viewpoints from diverse constituencies will be proactively sought to ensure the best possible outcomes for the community;

8. Commitment to Resolving Conflict - Conflict is inevitable and is sometimes required in order to achieve the best outcomes possible. Healthy conflict involves valuing every individual regardless of his or her stance on a specific issue and an unwavering commitment to working through the conflict in a positive manner despite its severity;

9. Asset-Based Approach - We are focused on using a strengths-based, asset-oriented approach to people and issues. We believe that positive change occurs when we appreciate, value and invest in what is best in our people and community;

10. Conflict of Interest - We agree to disclose any personal or professional conflict of interest that may affect our objectivity before engaging in work that will impact the community. We seek to avoid even the appearance of impropriety.

Among other things, these values require that SSC members:

1. Shall attend noticed meetings regularly.



2. Shall follow State and Federal law and guidance and FUSD Board Policy in the development of the site plan and otherwise.
3. Shall follow the site SSC bylaws.
4. Shall assess consensus of the people who elected them with a method that has been discussed and documented at an SSC meeting on the development of the site single plan for student achievement.
5. Shall conduct all SSC business in a courteous, professional manner.
6. Shall perform their legal duty to develop, monitor and implement the single plan for student achievement site plan. SSC members shall work cooperatively, working speedily to resolve any conflict so as not to jeopardize completion of the site plan.
7. Shall work together to maximize student academic achievement of state content and performance standards.
8. Shall not use their role as SSC members to unduly influence personnel decisions or assert authority not granted to the SSC under law.
9. Shall not meet together or attempt to reach consensus on issues outside of public SSC meetings for which an agenda has been duly posted.

#### Failure of Performance of Duties or Violation of Code of Conduct

In the event a School Site Council or individual members of the Site Council members fail to perform their duties or otherwise violate the code of conduct set forth herein the Board authorizes district staff to:

1. Require the Principal to call an SSC meeting, with the appropriate agenda, to allow the SSC to meet its legal duties and comply with this Board Policy.
2. Require that the Principal proceed with elections for vacancies, request the SSC to consider expulsion of individual members for violation of the Code of Conduct, which expulsion may be made upon 2/3 vote of a quorum, or take any other action within the scope of the SSC duties not performed as required.
3. If district administration has submitted a model plan to a School Site Council, and if a School Site Council has not finally approved a site plan at or before the second to last regularly scheduled Board meeting of each school year the district may determine that the SSC has adopted and approved the plan submitted by district administration as its own. District administration may then submit its plan, as tacitly approved by the School Site Council, to the Board no later than June 30. At the time of such submission, district administration shall

establish to the Board that the School Site Council has had adequate opportunity to review the proposed plan and propose an alternate plan.

4. In the case of a Title 1 Program Improvement School in corrective action, the board may use one or more of the seven allowable legal sanctions under No Child Left Behind.

5. Recommend to the Board that the Board freeze all categorical budgets at the school.

#### Training Required

Each year, district administration shall ensure that all SSC members receive training regarding the role of the SSC, the code of conduct of SSC members, this Board Policy, the Administrative Regulation implementing the Board Policy, and relevant portions of the law.

#### Legal Reference:

#### EDUCATION CODE

52-53 Designation of schools

8240-8244 General child care and development programs

8750-8754 Conservation education

18100-18203 School libraries

41500-41573 Categorical education block grants

44500-44508 Peer Assistance and Review Program

44520-44534 New Careers Program

48400-48403 Compulsory continuation education

48430-48438 Continuation education

48660-48667 Community day schools

51745-51749.3 Independent study

51760-51769.5 Work experience education

51870-51874 Educational technology

52053-52055.51 Immediate Intervention/Underperforming Schools Program

52055.600-52055.662 High Priority Schools Grant Program

52176 Advisory committees

52200-52212 Gifted and Talented Education Program

52300-52346 Regional occupational centers

52500-52525 Adult education

52610-52616.24 Adult education

52800-52887 School-Based Program Coordination Act

54000-54041 Educationally Disadvantaged Youth Programs

54100-54145 Miller-Unruh Basic Reading Act

54425 Advisory committees (compensatory education)

54650-54659 Education Improvement Incentive Program

56000-56885 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

#### REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

52012 Establishment of school site council

52014-52015 School plans

52890 Qualifications and duties of outreach consultants

#### MILITARY AND VETERANS CODE

500-520.1 California Cadet Corps

#### CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

UNITED STATES CODE, TITLE 20

6312-6319 Title I programs; plans

7114 Safe and Drug-Free Schools and Communities; district plan

Management Resources:

CDE PUBLICATIONS

Voluntary Template for the Single Plan for Student Achievement

WEB SITES

California Department of Education, Single Plan for Student Achievement:

<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>

Center for Comprehensive School Reform and Improvement: <http://www.centerforcsri.org>

U.S. Department of Education: <http://www.ed.gov>

Policy FRESNO UNIFIED SCHOOL DISTRICT

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