

No. 918

SECTION: COMMUNITY

TITLE: DISTRICT/SCHOOL TITLE 1 PARENT AND FAMILY ENGAGEMENT POLICY

ADOPTED: February 9, 2023

REVISED: February 2, 2023

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Purpose

The Board recognizes that parent and family engagement contributes to the achievement of academic standards of all students including those participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents/guardians and community.

Authority

LEA Policy:

All Local Education Agencies (LEA) receiving Title I funds are required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy for the LEA. The ESSA states that the LEA Parent and Family Engagement Policy must be jointly developed with parents and family members, incorporated into the LEA plan (Consolidated Application), and distributed to parents of participating children in a format and language that parents can understand. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents and family members of participating children.

In compliance with federal law, Charter Arts and parents/guardians of students participating in Title I programs shall jointly develop and agree upon a written parent and family engagement policy. When developing and implementing this policy, Charter Arts shall ensure that the school will:

1. Involve parents and family members in the joint development of the Title I Plan (Title I Application) and in the process of school review and improvement through annual meetings and parent and family surveys (ESSA, Section 1116(a)(2)(A)).

2. Convene an annual meeting, at a convenient time; which all parents and family members of participating children shall be invited, and encouraged to attend; to inform parents of their schools' participation as a Title I school; and to explain the requirements, and the rights for parents to be involved (ESSA, Section 1116(c)(1)).
3. Provide technical assistance and support in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance (ESSA, Section 1116(a)(2)(B)).
4. Coordinate and integrate parent and family engagement strategies with other Federal, State, and local laws and programs (ESSA, Section 1116(a)(2)(C)).
5. Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and the effectiveness of the parent and family engagement policy in improving the academic quality of the school, including
 - a. identifying barriers to greater participation by parents and family members, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background;
 - b. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions (ESSA Section 1116(a)(2)(D)(i-iii)).
6. Use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family involvement, and revise, if necessary, the Parent and Family Engagement Policy (ESSA, Section 1116(a)(2)(E)).
7. Involve parents and family members in the activities of the school, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs of the population; revising; and reviewing the Parent and Family Engagement Policy (ESSA, Section 1116(a)(2)(F)).

The Board shall adopt and distribute the parent and family engagement policy, which shall be incorporated into Charter Arts' Title I plan and shall be evaluated annually, with parent and family involvement.

School Policy:

Additionally, the Title I Parent and Family Engagement section of the Every Student Succeeds Act (ESSA), Section 1116(b) requires each Title I school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116. The school must ensure that information related to school and parent programs, meetings and other activities are sent to the parents of Title I children in a format and in a language the parents can understand. The policy must be:

- developed jointly with and agreed upon by parents and family members of Title I children;
- written in an understandable format and provided in a language parents can understand;
- distributed to all parents and family members of Title I children;
- made available to the local community;
- and updated annually to meet the changing needs of parents, family members, and the school.

In compliance with federal law, Charter Arts and parents/guardians of students participating in Title I programs shall jointly develop and agree upon a written parent and family engagement policy. When developing and implementing this policy, Charter Arts shall ensure that the school will:

1. Involve parents and families in the planning, review, and improvement of the school's Parent and Family Engagement Policy (ESSA, Section 1116(b)(1)).
2. Convene an annual meeting, at a convenient time, which all parents and family members of participating children shall be invited and encouraged to attend, to inform parents of their schools' participation as a Title I school, and to explain the requirements and the rights for parents to be involved (ESSA, Section 1116(c)(1)).
3. Offer a flexible number of meetings, in the morning and/or the evening (ESSA, Section 1116(c)(2)).
4. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school's parent and family engagement program (ESSA, Section 1116(c)(3)).
5. Provide parents of participating children with timely information about the Title I program (ESSA, Section 1116(c)(4)(A)).
6. Provide parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards (ESSA, Section 1116(c)(4)(B)).
7. Provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible (ESSA, Section 1116(c)(4)(C)).
8. Jointly develop a school-parent compact with parents and family members outlining how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve the State's high standards. The compact shall:
 - a. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time (ESSA, Section (d)(1));
 - b. Address the importance of parent-teacher communication on an ongoing basis through, at a minimum, parent-teacher conferences, frequent reports to parents/guardians, reasonable access to staff, and meaningful communication between family members and school staff, to the extent practicable, in a language that family members can understand (ESSA, Section 1116(d)(2)(A-D)).

9. Provide assistance to parents and family members in understanding the challenging State academic standards, State and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children (ESSA, Section 1116(6)(e)(1)).
10. Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology including education about the harms of copyright piracy, as appropriate, to foster parent involvement (ESSA, Section 1116(6)(e)(1)).
11. Educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school (ESSA, Section 1116(6)(e)(3)).
12. Coordinate, and integrate parent involvement programs and activities with other Federal, State, and local programs, conduct other activities that encourage and support parents and family members in more fully participating in the education of their children (ESSA, Section 1116(6)(e)(4)).
13. Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents and family members of participating children in a format and to the extent practicable, in a language the parents and family members can understand (ESSA, Section 1116(6)(e)(5)).
14. To the extent practicable, provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) (ESSA, Section 1116(7)(f)).

Delegation of Responsibility

The Director(s) of Federal Programs shall ensure that Charter Arts' Title I parent and family engagement policy, plan and programs comply with the requirements of federal law.

Guidelines

It is the policy of Charter Arts that parent and family engagement in grades 9-12 is an integral part of the school's and the Title I program's success. It is important that parents and families become actively involved at Charter Arts. Charter Arts encourages parent and family involvement through the following opportunities:

- An annual meeting of parents/guardians of participating Title I students shall be held to explain the goals and purposes of the Title I program. Parents/Guardians shall be given the opportunity to participate in the design, development, operation, and evaluation of the program. Parents/Guardians shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.

- In addition to the required annual meeting, additional parent/guardian meetings shall be held at various times of the day and evening. At these meetings, parents/guardians shall be provided:
 - Information about programs provided under Title I.
 - Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
 - Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their student.
 - Opportunities to submit parent/guardian comments about the program to the school level.
- If sufficient, Title I funding may be used to facilitate parent/guardian attendance at meetings through the payment of transportation and child care costs.
- Opportunities shall be provided for parents/guardians to meet with the classroom teachers to discuss their student's progress.
- Parents/Guardians may be given guidance as to how they can assist at home in the education of their student.

Parents and families are encouraged to become active participants in the school through a variety of methods, including but not limited to:

- Attending parent association meetings and participating in other parent involvement events held throughout the year (parent workshops, conferences, etc.)
- Attending the back-to-school night event, which is held annually, and other events hosted throughout the year to learn more about the school's Title I program and a parent's right to be involved in his/her child's education.
- Supporting his/her child by attending his/her performances/shows throughout the year.
- Participating in the development and periodic review of:
 - Title I school plans, including the State-Wide Assistance Program Family Engagement Policy, and Compact
 - Charter Arts annual Federal Funding Parent Survey. Results will be used to analyze parents' understanding of Federal Funds and to what extent they believe the supplemental supports helped their child(ren) achieve academic success. Additionally, this survey will help Charter Arts assess the level to which parent involvement is increasing/decreasing and identify the barriers to parental participation that need to be addressed.
- Communicating with his/her child's guidance counselor, teachers, and/or other personnel at Charter Arts as needed to ensure open lines of communication.

- Attending the PA Title I State Parent Advisory Council conference, if possible, or other workshops and conferences as approved by Charter Arts. Further, Title I, Part A funds may be used for costs that are reasonable and necessary to support the attendance of parents of participating children at the workshops and conferences to enable them to participate more effectively in the local program or to conduct home-based educational activities.
- Attending Charter Arts Parent and Family Engagement Nights.
- Staying informed of the school curriculum and school expectations by reviewing the Course Catalog and Student Handbook, which are posted to the school website. Additional updates from PDE are also posted to the school's website so that parents can stay up-to-date on Keystone Exam changes, etc.
- Providing the school with parent email addresses and other up-to-date information and reading the weekly email blasts which contain important school information, Title I information, upcoming performance and parent involvement activities, and other updates.

Legal

20 U.S.C. 6318

Pol. 102

22 PA Code 403.1

Pol. 138