

Parent and Family Engagement Policy

PART I. GENERAL EXPECTATIONS

City Center for Collaborative Learning (“CCCL”) as the LEA and our 3 schools (City High School and the Paulo Freire Freedom Schools) agree to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level Parent and Family Engagement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district wide Parent and Family Engagement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A Parent and Family Engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for Parent and Family Engagement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of Family/Community Engagement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) that parents play an integral role in assisting their child’s learning;*
- (B) that parents are encouraged to be actively involved in their child’s education at school;*
- (C) that parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF THE CCCL PARENT AND FAMILY ENGAGEMENT POLICY

1. CCCL will take the following actions to involve parents in the joint development of its district wide Parent and Family Engagement plan under section 1112 of the ESEA:

- *Engage our parents in a site-based School Governing Board*

- *Get broad parent input and feedback through the annual parent survey.*

2. CCCL will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- *Each school's School Governing Board reviews the school's progress annually*

3. CCCL will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective Parent and Family Engagement activities to improve student academic achievement and school performance:

- *Continue efforts to increase parent/guardian access to our web-based student information system (Power School) and Google Classroom including providing computers on site for all family members to use.*
- *Continue to require parent/guardian involvement in student-led conferences and presentations at the end of every semester.*
- *Continue to engage parents of students demonstrating at-risk behaviors in the academic and/or behavioral realms in intervention meetings with the student's teachers, advisor, counselor, and administrator.*
- *Continue to have all families sign a school-parent-student compact that outlines the responsibilities of the student, the family, and the school.*

4. CCCL will coordinate and integrate Parent and Family Engagement strategies in Part A with Parent and Family Engagement strategies under the following programs: 21st Century Community Learning Center program and other site-based efforts including:

- *Promote the before-school and after-school CLC programs and AIMS tutoring services widely through our regular parent communication, including weekly bulletins, website announcements, letters home, etc.*
- *Target families of students identified as needing additional services, including Title I resources, CLC program involvement, and AIMS tutoring to encourage participation.*

5. CCCL will take the following actions to conduct, with the involvement of parents, **an annual evaluation of the content and effectiveness of this Parent and Family Engagement policy in improving the quality of its Title I, Part A schools.** The evaluation will include identifying barriers to greater participation by parents in Parent and Family Engagement activities (**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**). The school district will use the findings of the evaluation about its Parent and Family Engagement policy and activities to design strategies for more effective Family/Community Engagement, and to revise, if necessary (and with the involvement of parents) its Parent and Family Engagement policies.

- *Incorporate specific evaluation questions into the annual parent survey.*
- *Engage the school governing boards in reviewing the parental involvement policy annually.*

1. CCCL will build the schools' and parent's capacity for strong Family/Community Engagement, in order to ensure effective involvement of parents and to support a **partnership** among the school

involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in **understanding topics** such as the following: the State's academic content standards, student academic achievement standards, State and local academic assessments including alternate assessments, requirements of Part A, how to monitor their child's progress, and how to work with educators.

In our LEA,

- *Parents are invited to the annual events, such as Back to School Nights.*
- *Parents are required to participate in student-led conferences every semester.*
- *Parents are invited to participate in parent workshops throughout the year.*
- *Parents are invited to student academic showcases sponsored by the teaching staff.*

B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as **literacy training, and using technology, as appropriate, to foster Family/Community Engagement**, by:

- *Providing information and tutorials for parents regarding our student information system (PowerSchool) and other technology used to support the academic program, such as the teacher grading program.*

C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- *This is an ongoing component of the robust professional development program for teachers and other student services staff at CITY's 3 schools.*
- *This is a particular emphasis in our LEA's advisory program, which all certified staff are involved in and trained to be advisors.*

D. The school district will, to the extent feasible and appropriate, coordinate and integrate Parent and Family Engagement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- *Promote the before-school and after-school programs and tutoring services widely through our parent communication, including weekly bulletins, website announcements, letters home, etc.*
- *Target families of students identified as needing additional services, including Title I resources, CLC program involvement, and tutoring to encourage participation.*

E. The school district will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- *Ensure that all parent mailings include Spanish-language translation.*
- *Continue to clearly identify the Spanish-language staff liaison for all families for whom Spanish is the first language.*

PART III. DISCRETIONARY PARENTAL INVOLVEMENT POLICY

Additional activities our LEA engages in include:

- *Family education nights*
- *Adopting and implementing model approaches to improving Family/Community Engagement including the implementation of a robust student advisory program with parent outreach and communication as a core component of the program*
- *Developing appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities; and*
- *Providing other reasonable support for Parent and Family Engagement activities under section 1118 as parents may request.*

PART IV. ADOPTION

This CCCL Parental Involvement Policy has been developed with support jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the School Governing Board documentation.

This policy was adopted by the CITY Center for Collaborative Learning board of directors, with minor revisions added annually as needed. We will make this policy available to all parents and the wider community as an online resource on the school's website.

Carrie Brennan

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Date