

# Sanchez District

## PARENT and FAMILY ENGAGEMENT POLICY

### 2017-2018

#### PART I      GENERAL EXPECTATIONS

**Sanchez Charter School District is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnership with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Student academic standards, assessment, district/school policies and procedures, and how to monitor their children's progress and work with educators to improve the achievement of their children.**

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#### GOALS:

- Create partnership through communication between school and parent
- Improve student attendance, academic performance and completion rate
- Increase parental/family engagement in student education
- Promote family literacy and parenting skills

***The School District of Sanchez Charter agrees to implement the following statutory requirements:***

- **Sanchez Charter schools** will put into operation programs, activities and procedures for the involvement of parents with children in 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, **Sanchez Charter Schools** will ensure that its parental involvement policy meets the requirements of section 1118(b) of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- **Sanchez Charter Schools** will incorporate this parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, **Sanchez Charter 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, **Sanchez Charter schools** will submit any parent comments with the plan when the charter school submits the plan to the State Department of Education.
- **Sanchez Charter Schools** will involve the parents of children served in Title I, Part A in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools. Any funds received by the schools must be utilized in a manner that facilitates and maximizes parental involvement at the schools. The use of parental involvement funds shall be in accordance with the Board and ESEA guidelines and regulations.
- **Sanchez Charter Schools** will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement 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 HOW THE CHARTER SCHOOL WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. **Sanchez Charter Schools** will take the following actions to involve parents in the joint development of its parental involvement plan under section 1112 of the ESEA:
  - **Sanchez schools** hold an Open House/Title meeting at the beginning of the school year to review with parents Title I School requirements and the school's Parent Involvement Policy. In addition, the principal gives parents an update on school test data, adequate yearly progress status, and also facilitate a review of the school's improvement plan.
2. **Sanchez Charter Schools** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
  - **Sanchez Charter** will invite parents to participate in review and revision where parents will learn about the requirements of the school's Title I program. A letter will be sent home to each child's parents and via the school messenger system.
  - Related information regarding parent programs, meetings, and other activities will be sent to parents in a timely manner. Information's can be distributed through weekly newsletter, phone calls, web sites, or through classroom teachers.
3. **Sanchez Charter Schools** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
  - **Sanchez Charter** will have formal and informal meetings with parents to see what types of classes or workshops they would like to see happen throughout the school year including this computer classes, parenting classes and summer internship programs.
  - **Sanchez Charter** will be prepared to offer upon request, such support and resources as needed for effective and full parent consultation and involving, including, but not limited to, an ongoing and effective program of training for parents. This will be developed in consultation with parents. It will include training concerning federal, state, and local legal requirements for the program.
4. **Sanchez Charter** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Headstart, The McKinney Vento Homeless Education Program], by initiating joint efforts to involve parents in Sanchez Charter schools quest to:
  - limit barriers and implement effective outreach
  - Encourage these organizations to provide schools with relevant information regarding their parent involvement efforts
  - coordinate and integrate parental involvement strategies in Title 1, Part A Schools

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

- The evaluation instrument will be a survey provided by our Parent Liaison
- Surveys will go home with students and will be available with the receptionist in the front desk
- Teachers and administrators will encourage all parents to complete the survey
- If, after receiving the survey, parents feel there are more targeted questions needed we will then conduct a school survey as well and integrate the data from the two.

6. **Sanchez Charter Schools** will build the school's and parents' capacity for strong parental involvement, 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. Hold an annual meeting to inform parents of the charter school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The charter school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The charter school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.

On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The charter school will respond to any such suggestions as soon as practicably possible.

Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.

The charter school will provide assistance to parents in understanding topics such as the following, by undertaking the actions described in this paragraph -

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child's progress, and
- how to work with educators:

*by attending professional development sessions and conferences as they become available then sharing what we learn at our next parent meeting and sending home information.*

B. The charter school will 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 parental involvement, by:

- All parents will receive the Sanchez School Parent Handbook and the School-Parent Compact, which will provide an explanation of the curriculum and assessments used at school and the proficiency levels students are to meet. It will also list opportunities for parental involvement within the school.
- We will work with community resources to help make parents aware of reading strategies that can help their child be successful
- Sanchez Title I teachers will meet with parents of their students and share internet sites which may be used at home to supplement instructions.
- Sanchez teachers will educate parents of their students on the Reading Mastery and blending techniques used on a regular basis in the classrooms so that parents can implement the same strategies at home.

C. The charter school will, with the assistance of its 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 the school, by:

- The school will provide training during our Professional Development days prior to the beginning of the school and throughout the year in order to help teachers and other staff remain aware of the importance of involving parents and to provide them with examples of outreach methods.

D. The charter school will, to the extent feasible and appropriate, coordinate and integrate parental involvement 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:

- Different days of the week to accommodate families
- Parent meetings for...

E. The charter school 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:

- Key documents and critical forms of communication will be reviewed by the school administrators.

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**PART IV. ADOPTION**

This Charter School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by [meeting agenda and sign-in sheets](#).

This policy was adopted by **Sanchez Charter School** on **August 1, 2017** and will be in effect for the period of one school year. The policy is available for viewing by parents on the district webpage.

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*(Signature of Authorized Official)*

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*(Date)*