



Book	Policy Manual
Section	7000 Community
Title	Parent And Family Engagement Policy
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## Parent and Family Engagement Policy

### Purpose

The Insight PA (ISPA) Board recognizes the vital role parents/families play in the education, welfare and values of their children. The school is committed to the belief that all students can learn and acknowledges that schools and families share a commitment to the educational success of students. The purpose of this policy is to support and secure an effective partnership with Insight PA, parents/families, and the community.

### Definition

Parental and family engagement shall be defined as an ongoing process that assists parents/families to participate in regular, two-way, meaningful communication involving student academic learning and other school activities, including assurance of the following:

- That parents/families play an integral role in assisting their child's learning.
- That parents/families are encouraged to be actively involved in their child's education at school.
- That parents/families 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.
- The carrying out of other required activities, such as those described in section 1116 of Every Student Succeeds Act (ESSA).

### Guidelines

The Insight PA agrees to implement the following:

- The school will implement programs, activities and procedures for the engagement of parents/families in all of the Title I, Part A programs, consistent with section 1116 of the ESSA. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents/families of participating children.
- The school will work to ensure that the required school level parent/family engagement policies meet the requirements of section 1116 of the ESSA, and each include, as a component, a school-parent compact consistent with section 1116 of the ESSA.
- The school will incorporate this policy into its comprehensive plan developed under section 1112 of the ESSA.
- In carrying out the Title I, Part A parent/family engagement requirements, to the extent practicable, the ISPA will provide full opportunities for the participation of parents/families with limited English proficiency, parents/families with disabilities, and parents/families with migratory children, including providing information and school reports required under section 1111 of the ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents/families understand.

ISPA will take the following actions to involve parents/families in the joint development of its Parent/Family Engagement Policy and Title I Plan under section 1116 of the ESSA:

- Work cooperatively with the Parent Advisory Council to develop/revise the Parent/Family Engagement Policy.
- Distribute the revised Parent/Family engagement Policy to parents/families for comments and suggestions.
- Contents of the plan and its components will be incorporated into the yearly Title I Plan submitted to the State.
- ISPA will take the following actions to involve parents/families in the process of school review and improvement under section 1116 of the ESSA.
- Involve parents/families in the development and review of School Improvement/School Level plans by submitting names of parents/families that participated in the development of such plans.
- Send a directive to principals regarding this requirement annually.

The district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent/family engagement activities to improve student academic achievement and school performance:

- Provide parents with the opportunity to maintain ongoing communication among parents, teachers, and administrators through our internal electronic system of communication (e-mail) as well as through USPS mail and School Messenger (a prerecorded phone message).
- Provide materials and suggestions through calendars and newsletters to parents to help them promote the education of their children. Timely information about the program also will be provided in the newsletter and will be posted to the school's website.
- The school's parent committee will assist with coordination of Title I Parent Involvement Plan and activities.
- Involve parents in an Annual School-wide Title I meeting to discuss the compact and school wide programs that are needed.
- School-wide parenting workshops will be presented in a variety of ways including online and face to face, including parent training recordings made available through email, newsletters and school website.

ISPA will build the school and parent capacity for strong parent involvement in the following ways:

- Maintain strong communication between school and home.
  - e-mail
  - postal mail
  - newsletters
  - conference calls
  - Online sessions
  - Social media options
- Establish parent involvement programs to mentor new families.
- Parent Mentors are identified by region and grade band; contact information is posted on the school website
- The school's Family Engagement Coordinator will assist in monitoring school Facebook groups to assist new and returning families with questions and concerns
- Develop school-parent compacts and parent involvement policies with the parents of all children.
- Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective home learning environment that enables children served to meet the State's student academic achievement standards.
- Describe the ways in which each parent or learning coach will be responsible for supporting their children's learning.
- Address the importance of communication between teachers and parents on an ongoing basis.
- Provide to parents the forms of academic assessment used to measure student progress.
- Guide parents to understand state content standards and academic expectations by providing materials and training designed to help parents monitor and improve student achievement.
  - workshops/online trainings
  - student schedules and report cards
  - lesson recordings
  - online resource literature
  - technology and systems training
- Educate teachers, administrators, and other school staff, with the assistance of parents, in the value of parental involvement.
- presentation at school-wide professional development
- distribute research-based materials to staff for ongoing understanding of the value of parental involvement
- To the extent possible, provide information, programs, and activities for parents in a language and form they can understand.
- ISPA will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of parental involvement policy in improving the academic quality of the Title I school.
- Utilize the End of the Year Parent Evaluation to identify barriers to greater participation by parents.
- The End of the Year Parent Evaluation will also be used to improve parent programs at the school the following school year.

ISPA will involve parents in the activities of the school by:

- ♦ Convening an annual fall meeting at which the following items will be discussed. A flexible number of meetings will be offered.
- ♦ Inform parents of their school's participation under Title I and to explain Title I, its requirements, and their right to be involved.
- ♦ Parents have the right to consult in the design of the Title I plan and how the federal funds are allocated.
  - planning questionnaire
  - surveys
- ♦ Parents have the right to consult in the design of the Title I plan and in the process of school review and improvement through surveys.
- ♦ Parents input will be solicited; observations and comments will be recorded in the minutes of the meeting.
- ♦ Parents will be given a description and explanation of the curriculum in use at the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet.
- ♦ Provisions for further activities will be offered and made available for all students.
- ♦ Copies of the proposed and final applications, needs assessment, budget, and evaluation, are available for review. Copies of the draft and final parent involvement policy will be distributed.
- ♦ Meetings will be held both virtually and on-site.
- ♦ Training programs for parents will be offered as needed.
- ♦ Other reasonable requests made by families will be considered.
- ♦ Report to each child's parents on the child's progress by sending frequent reports home. Reports will include informal teacher newsletters, monthly newsletters and end of each semester reports.
- ♦ Establish conferences between individual parents and teachers by scheduling at least one conference with parents or guardians of children.
- ♦ Provide to parents the school's performance profiles.
- ♦ Provide to parents their child's individual student assessment results.
- ♦ Provide parents with timely information about the Title I programs.

Adoption: This Parent and Family Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in programs at Insight PA Cyber Charter School