

FEDERAL LAW COMPLIANT PARENT AND FAMILY ENGAGEMENT POLICY

I. Introduction

Research has shown that the attitudes, behavior and achievement of children are enhanced when parents or other caregivers are involved in their children’s education. To that end, the TEACH Prep Elementary School, TEACH Academy of Technologies and TEACH Tech Charter High have adopted this parent and family member engagement policy in order to promote learning and provide a more positive learning experience for the students of its schools.¹ Each school is referred to herein as the LEA. This policy has also been incorporated into the LEA’s plan developed pursuant to federal law, and submitted to the California Department of Education with the LEA’s Consolidated Application.

II. Involvement in Drafting the LEA Plan

Parents and family members of participating children will be involved in the development of the LEA plan required by federal law. Parents will be involved in the development of the LEA plan through participation and feedback at Coffee with the Principal meetings, ELAC meetings and ELPAC meetings. On an annual basis, the LEA will submit the LEA plan to the Parent Council for review and suggested changes before the plan is submitted to the California Department of Education (CDE) with the Consolidated Application. In addition, all parents of participating children will annually be invited to review the LEA plan and submit comments.

If the LEA plan is not satisfactory to the parents of participating children, the LEA will submit any comments from parents of participating children with the LEA plan when it is submitted to the CDE.

III. Coordination, Technical Assistance, and Other Support

The LEA will provide the coordination, technical assistance and other support necessary to assist its participating schools in planning and implementing effective parent and family member engagement activities to improve student academic achievement and school performance in the following ways: The LEA will distribute 95% of the funds reserved pursuant to federal law to the school for parent involvement activities; The LEA will collaborate with each Principal of each of the schools to devise a timeline for parental involvement activities throughout the school year and follow up with the schools to ensure that the activities occur.

- The LEA will provide its schools with the necessary technical assistance for planning and implementing effective parent involvement activities to improve student academic achievement and school performance.

¹ Within this policy, the word “parent” is employed. This word is intended to reach any caregiver of students enrolled in the LEA’s school, including but not limited to, parents, guardians, grandparents, aunts, uncles, foster parents, stepparents, etc.

IV. Building Capacity for Involvement

A. Standards, Assessments, Title I Requirements, Monitoring Progress and Improving Student Achievement

In order to ensure effective parental involvement and support a partnership among the LEA, the schools, parents and the community to improve student academic achievement, the LEA will provide the following programs to assist parents in understanding the challenging State academic standards, State student academic achievement standards, State and local academic assessments, Title I requirements, and how to monitor their child’s progress and work with educators to improve the academic achievement of their children (collectively referred to “Standards and Requirements”):

- The LEA will seek input from the Parent Council on ways to assist parents to understand the Standards and Requirements.
- The LEA will regularly publish in its Newsletter, and/or on its website, descriptions and explanations of State academic content standards and State student academic achievement standards, State and local academic assessments, Title I requirements, and how to monitor their child’s progress and work with educators to improve the academic achievement of their children.
- Regular meetings will be held by the LEA at each school, at community libraries and/or parent volunteer homes to discuss how parents can work with educators to improve their child’s academic achievement.
- The LEA may hold Family Math and Science nights to introduce parents to the School’s curriculum and it’s correlation to the State’s academic content standards and academic achievement standards.

B. Helping Parents to Work with their Children

In an effort to foster parental involvement, the LEA will provide materials and training to help parents to work with their children to improve their children’s achievement through the following programs:

- The LEA may provide parents with access to literacy programs that bond families around reading and using the public library
- The LEA may train parents how to tutor their children in the school.

C. Education on Parent Involvement

The LEA will annually educate teachers, pupil services personnel, principals and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs and build ties between parents and the school. The training shall take place each year in staff orientations, annual staff development materials and other in-service trainings held throughout the school year.

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In order to better understand what works best for the current parents of participating children attending the LEA's schools, the education will take place after the following research is done (which shall be accomplished within the first 90 days of the commencement of the school year):

- **[Optional]** Neighborhood Walk Program **[this may only work in particular charter school communities]**: Faculty, parents and community members will walk door to door to talk about what is important to parents of participating children and seek feedback and ideas for building ties between parents and the LEA, how to best communicate with parents and how to work with parents as equal partners.
- **[Optional]** A phone tree will be established where volunteers call all parents of participating students to solicit feedback and ideas for building ties between parents and the LEA, how to best communicate with parents and how to work with parents as equal partners.
- A survey will be sent home to parents of participating students that solicits information on what skills each parent has to offer the LEA and what types of parental involvement programs in which parents would most likely participate.

D. Other Optional Parent Participation

In order to maximize parental involvement and participation, the LEA will arrange school meetings at various times or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at the LEA.

The LEA will adopt and implement model approaches to improving parental involvement.

V. Coordination with Other Programs

The LEA shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal, state and local programs, including public preschool 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.

The LEA will coordinate and integrate parent involvement programs and activities with these programs as follows: 1) requiring that the school conduct meetings involving parents, kindergarten or elementary school teachers, and Head Start teachers or, if appropriate, teachers from other early childhood development programs such as the Early Reading First program, to discuss the developmental and other needs of individual children; 2) developing and implementing a systematic procedure for receiving records regarding such children, transferred with parental consent from a Head Start program or, where applicable, another early childhood development program such as the Early Reading First program.

Annual Evaluation

The LEA, with the involvement of parents, shall conduct an annual evaluation of the content and effectiveness of this family involvement policy in improving the academic quality of the schools served under Title I, Part A, including identifying barriers to greater participation by parents in

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activities under federal law. The LEA will pay 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 LEA will use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, this family involvement policy.

Title I, Part A Program Involvement

In order to involve parents in an organized, ongoing and timely way in the activities of schools served under Title I, Part A, the LEA will involve parents of participating students as identified in each school level policy. The LEA will monitor each school quarterly to ensure that the parent involvement policy at its school site is being implemented. A copy of each school level policy is attached hereto for reference.

VI. Involvement of Parents of Limited English Proficient Students, Disabled Parents and Parents of Migratory Children

The LEA shall implement an effective means of outreach to parents and family members of limited English proficient students to inform them regarding how they can be involved in the education of their children, and be active participants in assisting their children to attain English proficiency, achieve at high levels in core academic subjects and meet challenging State academic achievement standards and State academic content standards expected of all student. To accomplish this goal, the LEA will do the following:

- The LEA will hold regular meetings, and send notice of these meetings, for the purpose of formulating and responding to recommendations from parents of participating children.
- The LEA will provide language translators at parent meetings to the extent practicable.
- The LEA will schedule meetings to enable families to share information about culture, background, children's talents and particular needs for the schools.

The LEA will provide full opportunities for participation of parents with disabilities and parents of migratory children. To accomplish this goal, the LEA will do the following: hold meetings with parents to discuss progress towards IEP goals and to share strategies that can be used at home by parents to optimize learning.

VII. Notices

In accordance with federal law, the LEA will provide the following notices to parents of children attending Title I, Part A schools:

- Annual report card;
- A notice regarding the parent's right to request information regarding the following:
 - Professional qualifications of the student's classroom teachers;

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- The level of achievement and academic growth of the student, if applicable and available, on each of the State academic assessments and timely notice that the student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.
 - Information regarding any State or LEA policy regarding student participation in any assessments mandated by federal law and by the State and LEA, which shall include a policy, procedure or parental right to opt the child out of such assessment, where applicable.
- The notice regarding language instruction programs.
 - Any other notices required by law.

VIII. Miscellaneous

The LEA shall ensure that all information related to LEA and parent programs, meetings and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand

The LEA will provide other reasonable support for parental involvement activities as requested by parents.

Adopted:

Amended: