



Family/Community Engagement Policy

PART I. GENERAL EXPECTATIONS

Empower College Prep agrees to implement the following statutory requirements:

- The local education agency (LEA) 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 local education agency (LEA) will work with its schools to ensure that the required school-level family/community 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 local education agency (LEA) will incorporate this LEA-wide Family/Community Engagement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A Family/Community Engagement requirements, to the extent practicable, the local education agency (LEA) 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 local education agency (LEA) will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The local education agency (LEA) 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 Family/Community Engagement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The local education agency (LEA) 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:

Family/Community 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 HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE FAMILY/COMMUNITY ENGAGEMENT POLICY COMPONENTS

1. **Empower College Prep** will take the following actions to involve parents in the joint development of its local education agency (LEA) Family/Community Engagement plan under section 1118 of the ESEA:
 - **Provide the coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective family/community engagement activities to improve student academic achievement and school performance (i.e. assessment and curriculum information should be provided at the initial annual meeting and subsequent meetings).**
 - **Provide multiple opportunities, prior to December 1, for parents to attend the annual meeting.**

2. **Empower College Prep** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - **Allow parents to review the available data with school staff and to provide input to assist schools in modifying and updating the Comprehensive Needs Assessment.**
 - **Allow parents to participate in the joint development and review of the targeted assisted/school wide program plan.**
 - **Encourage parents to attend the Title I meeting and events.**
 - **Provide ongoing communication and monitoring concerning the progress of the goals and objectives outlined in the Comprehensive Needs Assessment.**

3. **Empower College Prep** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective Family/Community Engagement activities to improve student academic achievement and school performance:
 - **Reserve not less than 1% of its allocation under Title I, Part A to carry out Family/Community Engagement activities, including promoting family literacy and parenting skills.**
 - **Parents will be represented on the Comprehensive Needs Assessment Team and have input into how funds reserved under Title I, Part A are allotted for Family/Community Engagement activities.**
 - **The schools will receive a budget for Family/Community Engagement activities using Title I funds.**
 - **Opportunities for parents to participate in regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.**
 - **Parent suggestions will be documented and taken to the proper administrator and responded to as soon as practicably possible.**
 - **We will provide instructional classes in areas as needed through a survey provided.**



4. **Empower College Prep** will coordinate and integrate Family/Community Engagement strategies in Part A with Family/Community Engagement strategies under the following other programs: [Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:
 - **Working collaboratively with CASA Academy to coordinate Family/Community Engagement strategies in transitioning students from Grades K-2 (CASA) to Grades 3-12 (ECP).**
 - **Providing workshops on-site, notifying parents of other Title I schools within the community that will be offering training.**

5. **Empower College Prep** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Family/Community 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 Family/Community 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 local education agency (LEA) will use the findings of the evaluation about its Family/Community Engagement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its Family/Community Engagement policies.
 - **Conduct an annual parent survey in order to determine the level of participation and to identify barriers that have prevented participation.**
 - **Parent surveys will be school-based and will be offered in English, Spanish and other languages to the extent practicable or explained by an interpreter.**
 - **Parent surveys will be available on paper.**
 - **The school leaders will use the parent survey as baseline data for the upcoming year and establish a Family/Community Engagement participation goal for the next school year.**
 - **Develop and implement strategies to increase Family/Community Engagement based on survey data.**
 - **The School Parent Committee will be representing the following stakeholders: economically disadvantaged, disabled, limited English proficiency, limited literacy, or any racial or ethnic minority background as applicable to the school's student population.**
 - **Utilize posters and newsletters to notify parents of meetings and important school events.**

6. **Empower College Prep** will build the schools' and parents' capacity for 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. Our Title I schools will provide assistance to parents of children served by the school as appropriate, 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:
 - **We will establish dates on the school calendar for parent/teacher conferences.**
 - **School websites may provide office hours, school events, and contact information.**
 - **Family/Community Engagement policy and school parent compact may be available in the school's website.**
 - **Dates for report cards will be included in the student calendar.**
 - **Information regarding school AYP and A-F letter grade results will be available on the ADE website and in monthly newsletters.**
 - **Various support personnel may be invited to conduct workshops at our Title I schools to be administered during the school year. Scheduled dates and times of these workshops conducive to maximum parental participation.**
 - **Executive director and principals may provide parents with a review of established benchmarks for achieving AYP as defined by ESEA legislation scheduling the dates and times of these workshops so that they are conducive to maximum parental participation.**
 - **Will disseminate information in accordance with federal guidelines for supplemental education services.**
 - **Will ensure that information related to school 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.**

B. The local education agency (LEA) 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 materials and training (as identified on the annual parent evaluation) to help parents work with their children to improve their school achievement. Workshops/events will be offered to help parents help their children. Workshops address academic and socio-emotional issues and needs.**
- **Promotion of Family/Community Engagement workshops, where practical, will be published in the parents' native language.**
- **Providing necessary academic and behavioral training to meet the specific needs of our particular student population.**
- **Implementing an approach to improving Family/Community Engagement.**
- **Training parents to enhance the involvement of other parents.**

C. The local education agency (LEA) 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:



- **Involving parents in a school committee to assist in improving the effectiveness of such training.**
- **Bringing community-based organizations and businesses in Family/Community Engagement activities.**
- **Educating teachers, other school staff or volunteers and parents on Family/Community Engagement.**

D. The local education agency (LEA) will, to the extent feasible and appropriate, coordinate and integrate Family/Community Engagement programs and activities with Head Start, outside programs and public preschool 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:

- **Offering workshops/events at the schools and at various times to accommodate parent schedules.**

E. The local education agency (LEA) 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:

- **We will establish dates on the school calendar for parent/teacher conferences.**
- **School websites may provide office hours, school events, and contact information.**
- **Family/Community Engagement policy and school parent compact may be available in the school's website.**
- **Dates for report cards will be included in the student calendar.**
- **Information regarding school AYP and A-F letter grade results will be available on the ADE website and in monthly newsletters.**
- **We will hire bilingual staff**

PART III. DISCRETIONARY LOCAL EDUCATION AGENCY -WIDE FAMILY/COMMUNITY ENGAGEMENT POLICY COMPONENTS

NOTE: The Empower College Prep Family/Community Engagement Policy may include additional paragraphs listing and describing other discretionary activities that Empower College Prep, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- **Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.**
- **Providing necessary literacy training for parents from Title I, Part A funds, if the LEA has exhausted all other reasonably available sources of funding for that training.**



- **Paying reasonable and necessary expenses associated with Family/Community Engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.**
- **Training parents to enhance the involvement of other parents.**
- **In order to maximize Family/Community Engagement and participation in their children’s education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school.**
- **Adopting and implementing model approaches to improving Family/Community Engagement;**
- **Providing other reasonable support for Family/Community Engagement activities under section 1118 as parents may request.**

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PART IV. ADOPTION

This Empower College Prep Family/Community Engagement Policy has been developed jointly with, and agreed with, parents of children participating in Title I, Part A programs, as evidenced by their participation in afore-mentioned events, including monthly parent meetings suggesting many of these processes..

This policy was adopted by **Empower College Prep** on **1/13/2020** and will be in effect for the period of the 2019-20 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before **3/31/2020**.