

# Ivy Preparatory Academy at Gwinnett

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## **Part I: GENERAL EXPECTATIONS**

### **2016-2017 School Parental Involvement Policy**

**Revised: (09/08/2016)**

**School: Ivy Preparatory Academy at Gwinnett      District/LEA: State Charter Schools**

In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, agree on with and distribute to parents of participating children a written parental involvement policy, agreed on by such parents, that contains information required by section 1118 (b)(1) of the Elementary and Secondary Education Act of 1965 (ESEA). The policy establishes the school's expectations for parental involvement and describes how the school will implement a number of specific parental involvement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

#### **The school will adhere to the following as required by law:**

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under Section 1114 (b)(2) of the Elementary and Secondary Education Act of 1965 (ESEA).
- Update the school parent involvement policy periodically to meet the changing needs of parents and the school, distribute it to the parents, of participating children, and make the parental involvement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school wide program plan under Section 1114 (b)(2) of the ESEA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parental involvement and 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 IVY PREPARATORY ACADEMY AT GWINNETT WILL IMPLEMENT REQUIRED SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. **Ivy Preparatory Academy at Gwinnett** will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs.
  - o **Title I Parent Meeting** was held on
  - o Parents will have the opportunity to attend meetings to share and gather information regarding the *School Parental Involvement Policy*, and *School-Parent Compacts*.
  - o Ivy Preparatory Academy at Gwinnett will continue accepting, and acting on, suggestions presented to ensure the “living documents” remain current and applicable to the needs of the school community.
  - o Ivy Preparatory Academy at Gwinnett will encourage parents to participate in state, district and school level surveys to ensure their concerns are acknowledged and documented.
  - o Ivy Preparatory Academy at Gwinnett will continue to maintain constant lines of communication for all parties.
2. **Ivy Preparatory Academy at Gwinnett** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents and participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the parents’ requirements, the school parental involvement policy, the school wide plan, and the school-parent compact.
  - o **Annual Title Meetings** are scheduled for September 21, 2016 and September 28, 2016 at 6:00pm
  - o **School Parental Involvement Policy and School-Parent Compact Meetings** are scheduled for the following dates . Separate meetings will be held for student input for the school-parent compacts.
  - o Ivy Preparatory Academy at Gwinnett will inform parents and stakeholders of meetings through a variety of media formats to include, but not limited to, face to face, flyers, marquee, school messenger calls, emails, text messages, newsletters, and school webpage updates.
  - o Meeting space will be as accommodating as possible taking into consideration the size of the audience.
  - o Prepare required Title I PowerPoint (ppt) presentations and handouts.

3. **Ivy Preparatory Academy of Gwinnett** will take the following actions to offer a flexible number of meetings, such as meetings in the morning or evening.
- Title I Meetings will be offered at multiple dates and times for parents to have the opportunity to participate.
  - Provide packets for those who were not able to attend the district or school level meeting(s).
  - Plan and facilitate additional sessions as necessary.

4. **Ivy Preparatory Academy of Gwinnett** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs. Parents will have access to Title I documents via the school's webpage, and information can be found in the Parental Resource Center.
- Description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the proficiency levels students are expected to meet. Curriculum nights are scheduled throughout the school term.
- Opportunities for regular meetings, if requested by parents to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon practicably possible.
- Utilize the assistance of the district level officials to facilitate IPA Title I meetings/sessions.

5. **Ivy Preparatory Academy of Gwinnett** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

- Parent meetings to discuss the School-Parent Compacts will be held.
- Notes, agenda, and sign in sheets will be evident of parent input.
- The School-Parent Compacts will be used during parent-teacher conferences and hands-on curriculum nights.

6. **Ivy Preparatory Academy of Gwinnett** will build the school's and parent's capacity for strong parental involvement to ensure effective involvement of parents and support a partnership among the school involved, parents, and the community to improve student academic achievement through the following activities specifically described below.

- Celebration of National Bring Your Parent to School
- Allow for parents to assist and/or facilitate workshops on successful parenting and other topics

- Complete and disseminate a Parent Engagement Calendar of events. The calendar will be made available in the front office and the PRC, as well as on the school's website.
  - Curriculum nights will be held throughout the school year.
  - Building a strong volunteer base.
- A. Ivy Preparatory Academy of Gwinnett will provide assistance to parents of participating children, 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 requirement of Part A.
  - How to monitor their child's progress.
  - How to work with educators.
    - Assisting with technology in order to access state standards, curriculum, understanding the use of technology used by their students.
    - Parent-Teacher conferences, as well as curriculum nights. Curriculum nights may be marked as Family Fun Nights, Family Night, Science Night, etc.
    - Order and provide US DOE free resources on education topics related to parenting and academics.
    - Make available Title I documents for parent review and comment on the school webpage, and printed copies in the Parent Resource Center.
    - Make available calendar of Title I Parent Engagement activities will include workshops, meetings, and activities related to School-Parent Compact.
- B. Ivy Preparatory Academy of Gwinnett will provide materials and training to help parents to work with their child to improve their child's achievement, such literacy training and using technology, as appropriate, to foster parental involvement by:
- Workshops will be aligned to the School-Parent Compacts, and Parent Survey results.
  - Offering sessions on Common Core Standards, CCPRI, Georgia Milestones, and the Georgia Student Growth Model.
  - Assisting parents with online educational websites and assisting parents with accessing Infinite Campus.
- C. Ivy Preparatory Academy of Gwinnett will provide training to educate the teachers, pupil services, personnel, principal, and other staff in how to reach out to, communicate, 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:
- Conducting mini communication sessions during school based school professional learning and staff meetings.

- Providing access to professional learning resources on the subject of parent involvement.
- D. Ivy Preparatory Academy of Gwinnett will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with the Parents as Teachers Program, other programs, and conduct other activities, such as parent resources, that encourage and support parents in more fully participating in the education of their children by:
- Offering community resource access by inviting vendors to present to the parents.
  - Continuing to foster relationships with area vendors that may be able to assist families with ensuring basic needs are met.
  - Allowing access to Title I PRC lending library selection of academic and parenting materials.
- E. Ivy Preparatory Academy of Gwinnett 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 extend practicable, in language the parents can understand:
- Work with staff to ensure that parents of all learners remain informed.
  - Provide interpreter services during Title I meetings.
- F. Ivy Preparatory Academy of Gwinnett will provide other reasonable support for parental involvement activities under Section 1118 as parents may request by:
- Including the school counselors, social worker, psychologist, and other district personnel when necessary.
  - Ensuring that the Title I Parent Meetings are properly publicized and the meetings are made available to all. Notes and agendas will be compiled for documentation.

**PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

Indicate which of the following discretionary school parental involvement policy components the school will implement to improve parental involvement.

- ✓ Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the involvement of other parents.
- ✓ To maximize parental involvement and participation in their child's education, arrange school meeting at a variety of times or

conduct-in-home conferences with others educators who work directly with participating children and parents who are unable to attend conferences at school.

- Adopt and implement model approaches to improving parental involvement;
- Establish a school-wide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- ✓ Develop appropriate roles for community-based organizations and businesses, including faith-based organization, in parental involvement activities.

*Meetings will continue to be held at a variety of times. The variety is in response to concerns reported on the previous Annual Parent Survey. Materials may be sent home to parents, uploaded on the school's webpage for review, and other times for parents to visit the PRC will be done on a case-by-case situation.*

Parents:

Do you have any comments, questions, or concerns regarding Ivy Preparatory Academy at Gwinnett Title I School Parental Involvement Policy?

- NO
- YES

Comments:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student(s) Name and Grade:

Are you interested in working on the school-wide Parent Advisory Council? If so, please list your contact information:

Name:

Email:

Home Address:

Phone Number(s):

**Please return this signed page of the Title I School Parental Involvement Policy to the school.**