

<h1>SEVEN GENERATIONS CHARTER SCHOOL</h1>	<p>SECTION: COMMUNITY</p> <p>TITLE: 917 – TITLE I PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>ADOPTED: 10 May 2011</p> <p>REVISED: 11 April 2017, 18 February 2020</p>
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Purpose	<p>Seven Generations (“SGCS”) Board of Trustees (“BOT”) recognizes that meaningful parent and family engagement contributes to the academic success and achievement by students participating in Title I programs. The education of students is a cooperative effort among the school, family members, and community.</p> <p><i>Family Member-</i> this term use used and shall include parents, caregivers, legal guardians, or other persons standing in loco parentis (such as a stepparent who whom the child lives, a grandparent, or legally appointed education decision maker of a child participating in a Title I program)</p> <p><u>Authority</u> SGCS BOT directs the Title I program to:</p> <ol style="list-style-type: none"> 1. Conduct outreach to all parents and family members (ESSA 116(a)(2)(C)(D)). 2. Include family members in the development of the districts overall Title I Plan and school level Title I plan. (ESSA Section 116(a)(2)(A)(B)). 3. Include family members in the development of the Title I Parent and Family Engagement Policy. (ESSA Section 116(a)(2)(F)) 4. Upon BOT approval of the Title I Policy, the school will distribute to all family members, both in written form and digitally posted on school’s publicly accessible website. 5. Annually evaluate with family involvement. (ESSA Section 116(a)(2)(E)) <p><u>Accessibility</u> SGCS shall provide communications, information and school reports to family members who are migrants or who have limited English proficiency, disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.</p>
Delegation of Responsibility	<p>The Board of Trustees of Seven Generations Charter School authorizes the Chief Executive Officer (CEO) or his/her designee to enforce this policy.</p> <p>The CEO or designee shall ensure that SGCS Title I Parent and Family Engagement Policy, school level plan, and programs comply with the requirements of the federal law.</p> <p>The CEO or designee shall ensure that its schools with Title I programs provide opportunities for the informed participation of parents and family members by</p>

<p>Guidelines</p>	<p>providing resources, information and school reports in an understandable and uniform format, or, upon request, in another format. Efforts shall include:</p> <ol style="list-style-type: none"> 1. Providing communications in a clear and simple language. 2. Posting information for parents and family members on the district's website. 3. Including a telephone number for parents and family members to call with questions. 4. Partnering with community agencies which may include libraries, recreation centers, and community-based organizations to assist in sharing information. 5. Providing language access services to families with limited English proficiency through on site or telephonic translation and interpretation services, as appropriate. <p>The CEO or designee and/or Title I staff shall notify family members of the existence of the Title I programs and provide:</p> <ol style="list-style-type: none"> 1. An explanation of the reasons supporting their child's selection for the program. 2. A set of goals and expectations to be addressed. 3. A description of the program and services to be provided. 4. A copy of this policy and the <i>School-Parent and Family Compact</i>. <p>Parents and families shall actively carry out their responsibilities in accordance with this policy and the <i>School Parent and Family Compact</i>. At a minimum, family members will be expected to:</p> <ol style="list-style-type: none"> 1. Volunteer in their child's school. 2. Support their child's learning. 3. Participate, as appropriate, in decisions relating to the education of their child. <p>SGCS Title I program shall hold an annual meeting of family members at a convenient time, to explain the goals and purposes of the Title I programs and to inform them of their right to be involved. Family members shall be given the opportunity to participate in the design, development, operation, and evaluation of the Title I program. Family members will be invited and encouraged to participate in planning, offering recommendations, and asking questions regarding Title I policies and programs. Meetings will be offered each trimester through the year. Families who are unable to attend meetings in person, will have the opportunity to provide input through the use of technology (e.g. phone conferencing, digital survey forums). The aforementioned will aid in planning, reviewing and improving SGCS Title I programs, policies, and plans. During these meetings and digital forums, family members shall be provided:</p> <ol style="list-style-type: none"> 1. Timely information about programs provided by Title I. 2. Information on the curricular resources and assessments used to measure student progress and achievement levels of grade level academic standards.
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3. Opportunities to formulate suggestions and to participate in appropriate decision making relating to the education of their child(ren).

To ensure the continuous engagement of family members and joint development of the Title I policy and plans, SGCS shall:

1. Establish ongoing mutual communication between school, staff, and family members.
2. Communicate with family members about the plan and seek their input and participation through the use of newsletters, school public website, email, telephone, family-teacher conferences, and home visits, if necessary.
3. Train staff on how to collaborate effectively with parents and family members with diverse backgrounds that may impede participation (e.g. limited literacy or language barriers)
4. Analyze and share the results of the Title I Annual Family Survey.
5. Share school performance data at public board meetings and on website.
6. Distribute and discuss the *School-Parent and Family Compact*.
7. Host family nights that teach and encourage literacy learning in the home.
8. Recruit family members to participate in school review and improvement planning.
9. Conduct school trainings to promote understanding of school data, comprehensive plans, and the budgeting process.
10. Invite participation of family members at regular comprehensive planning committee meetings to obtain input and propose school initiatives.
11. Present family member comments that may show dissatisfaction with the Title I plan to the BOT.

Building Capacity for Parent and Family Engagement

SGCS shall provide coordination, technical assistance and other supports necessary to assist and build the capacity of the school in planning and implementing effective parent and family involvement activities to improve student success and academic achievement. This will include:

1. Providing education and information to parents and family members to understand academic standards, local and state assessments, student progress monitoring, how to partner with teachers and family involvement to improve the achievement of their child(ren).
2. Providing resources and training to help parents and family members work with their children to improve academic achievement and foster engagement such as:
 - a. Training and workshop offerings in literacy, conflict recognition and resolution, and general student support.
 - b. Using technology and digital resources to increase literacy growth and achievement.
 - c. Providing resources and materials that are user friendly.
 - d. Providing other requested and reasonable support for at home literacy activities.
3. Educating all school staff on the value, usefulness and assistance of parents/ family members, and on best practices to effectively communicate and partner with parents and family members.

4. When feasible and appropriate, coordinate and integrate Title I family involvement efforts with other federal, state, and local programs, such as preschool programs, Head Start, Intermediate Units and family resource centers, that encourage and support family members in fuller participation in the education of their child(ren).
5. Engage the PTO to actively seek out and involve family members through regular meetings, updates, information sessions and communication methods.
6. Train family members to help involve other parent and family members.
7. Implement best practice approaches to improving parent/ family engagement.
8. Establish a parent/family member committee to provide input and recommendations in regard to Title I programs.
9. Partner with community organizations for parent/family engagement initiatives.

SGCS shall coordinate and integrate Title I parent and family engagement strategies with our parent and family engagement strategies required by federal, state, and local regulations and laws.

Annual Parent and Family Engagement Policy Evaluation

SGCS will conduct, with participation of parents/family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of the school’s Title I program. This will identify:

1. Barriers to parent/family member participation to include economic disadvantages, disabilities, language proficiency, limited literacy, and race or ethnicity.
2. The needs of parents/family members to assist with the learning of their children and partnerships with school staff.
3. Strategies to support successful school and family interactions.

The evaluation may be conducted through:

1. An established schedule and process for review and revision by school and family members.
2. A family member and teacher survey designed to collect data on school/district parent/family engagement outcomes.
3. Documentation of parent/family member input regarding Title I programs and activities during the year.

SGCS shall use the findings of the annual evaluation to revise, when necessary, effective strategies for the Parent and Family Engagement Policy.

School-Parent/Family Compact

SGCS shall jointly develop with parents/family members a School-Parent and Family Compact which outlines the methods in which parents/family members, the staff, and students will share responsibility for improved student academic achievement as well as the means by which the school and family members will build partnerships to help children achieve state academic standards. The School--Parent Family Compact will:

1. Describe the school’s responsibility to provide high quality curriculum and instruction to support an effective learning environment and enable Title I students to make growth and achievement of academic standards.
2. Describe ways family members will be responsible to support their child(ren) learning.
3. Address the importance of ongoing, mutual communication between the school and family members. This will include parent-family conferences, report cards, progress monitoring reports, opportunities to volunteer and participate in their child’s class, and access to school staff as needed.

Title I Funds

SGCS shall budget and reserve annual Title I funds to support practices of parent/family engagement activities. Parents/family members input will be used in the decision making of how the funds are used for such activities and supports. SGCS shall follow all state and federal regulations and laws with regard to Title I funding allocations and expenditures.

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy may include sign-in sheets for training, meetings, workshops and conferences, agendas/schedules, training and informational materials; communications and brochures, and meeting notes.