

6.25 TITLE I PARENT AND FAMILY ENGAGEMENT POLICY

First Philadelphia Preparatory Charter School (FPPCS) is required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy for the LEA. The ESSA states that the LEA Parent and Family Engagement Policy must be jointly developed with parents and family members, incorporated into the LEA plan (Consolidated Application), and distributed to parents of participating children in a format and language that parents can understand. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents and family members of participating children.

This policy states how the LEA, FPPCS, involves parents and family members in the joint development of the Title I Plan (Title I Application) (ESSA, Section 1116(a)(2)(A)).

- 1. The LEA will involve parent and family members in the development of the Consolidated Application.**
 - a. Virtual spring parent/family meeting
 - b. Parent surveys
- 2. The LEA involves parents and family members in the process of school review and improvement (ESSA, Section 1116(a)(2)(A)).**
 - a. Virtual spring parent/family meeting
 - b. Parent surveys
- 3. The LEA will provide technical assistance and support to schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance (ESSA, Section 1116(a)(2)(B)):**
 - a. Parents will be enabled to participate in virtual training sessions
 - b. Title I Program has ensured that all students have access to a functional ChromeBook as well as in-home internet access. If an issue arises, please contact fpcsltechhelp@ap-schools.org or call 215-743-3100 EXT. 2221
 - c. School supplies may be given for use at home
 - d. Assistance with basic Google Classroom parent needs

- e. Assistance with FOCUS, student information system, parent portal
- f. Virtual town halls and meetings will be offered at a variety of times
- g. Counselor workshops

4. The LEA will coordinate and integrate parent and family engagement strategies with other Federal, State, and local laws and programs (ESSA, Section 1116(a)(2)(C)).

- a. FPPCS will provide outreach to surrounding early childhood centers to support students and families with the transition to school

The LEA conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and the effectiveness of the parent and family engagement policy in improving the academic quality of all schools, including identifying:

- **barriers to greater participation by parents and family members, 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 needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions. (ESSA. Section 1116(a)(2)(D)(i-iii).**
- FPPCS hosts virtual spring parent/family meeting
- FPPCS administers parent surveys
- FPPCS reviews data on Back to School Night parent participation, conference parent participation, and virtual workshop/meetings parent participation
- FPPCS asks parents which times are most convenient and meeting times are varied
- The School District of Philadelphia also administers a parent survey annually for the School Performance Report and the school reviews this data

The LEA will use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family involvement, and revise, if necessary, the Parent and Family Engagement Policy (ESSA, Section 1116(a)(2)(E)).

- FPPCS will review and if necessary, revise the Parent and Family Engagement

Policy during the spring parent/family virtual meeting

The LEA involves parents and family members in the activities of the school, which may include establishing a parent advisory board comprised of a sufficient number and representative group of parents or family members to adequately represent the needs to the population; revising; and reviewing the Parent and Family Engagement Policy (ESSA, Section 1116(a)(2)(F)).

- FPPCS invites all parents for feedback and input to meetings to review the Parent and Family Engagement Policy in an effort to be inclusive and include the voices of all stakeholders

The LEA receives \$500,000 or more and is required to set aside 1%, funds shall be used to carry out activities and strategies consistent with the LEA's parent and family engagement policy, including the following:

Supporting programs that reach parents and family members at home, in the community, and at school through our school-wide program. (ESSA, Section 1116(3)(D)(ii)).

Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of parents and family members (ESSA, Section 1116(3)(D)(iii)).

Engaging in any other activities and strategies that the LEA determines are appropriate and consistent with the LEA's Parent and Family Engagement Policy (ESSA, Section 1116(3)(D)(v)).

- Funding of One Call, a primary tool for parent communication
- Funding of Focus parent portal, a primary tool for parent communication specific to their child's academic progress and achievement
- Books for families to take home after the Family Literacy Night

School Parent and Family Engagement Policy

1. Parents will be involved in the planning, review, and improvement of this parent policy through participation in:
 - a. Virtual Annual meeting
 - b. Parent surveys
 - c. Home/school learning compact
 - d. Home/school communications - emails, progress reports, Remind App,

phone conferences as needed

2. Parents will attend and have input in Virtual Annual Title I meetings:
 - a. Virtual PTO and Parent Meetings:
 - b. **Initial/Virtual Fall meeting:** What does the Title I Program do for your student? An explanation of Title I and the requirements of the program, including the parents' right to be involved during Back to School Night presentation. Parent Survey is conducted.
 - c. **Virtual Spring meeting:** Core Programs are reviewed. Parent Survey is conducted.
 - d. **Virtual End-of-year meeting:** Summary and review of the Title I program takes place. Parent feedback is collected.
3. Parents will be enabled to participate in virtual meetings and training sessions which may include:
 - a. Title I Program has ensured that all students have access to a functional ChromeBook as well as in-home internet access. If an issue arises, please contact fpcsltechhelp@ap-schools.org or call 215-743-3100 EXT. 2221
 - b. School supplies may be given for use at home
 - c. Assistance with basic Google Classroom parent needs
 - d. Assistance with FOCUS, student information system, parent portal
 - e. Virtual town halls and meetings at a variety of times
 - f. Counselor Workshops
4. Parents will be involved in the planning, review, and improvement of the Title I program through participation in:
 - a. Virtual Annual meetings
 - b. Parent surveys
 - c. Home/School Learning Compact
 - d. Home/school communications
5. Parents will receive timely information about the Title I program:
 - a. Title I notification letter.
 - b. Virtual Meetings, town hall, student celebrations, and workshop invitations at a variety of times.

- c. Phone, e-mail, and written communication between home and school.
 - d. Report card conferences
 - e. Transition information - Incoming students, 8th graders to high school
6. Parents will receive a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:
- a. FPPCS Student/Family Guidebook
 - b. School Parent Involvement Policy
 - c. Home/School Learning Compact
 - d. PSSA results (Pending for the 2022/2023 School Year)
 - e. Title I notification letters
 - f. Report cards/report card conferences
 - g. Parent/Teacher communications
 - h. Access to FPPCS website
 - i. Back to School Night
7. Parents will be provided with assistance in understanding the State's academic content standards and student achievement standards, local academic assessments and how to monitor a child's progress and work with teachers to improve the achievement of their children:
- a. School Parent and Family Engagement Policy
 - b. Home/School Learning Compact
 - c. PSSA results sent home by mail (Pending for the 2022/2023 School Year)
 - d. Parent/Teacher communications
 - e. Attend Virtual Back to School Night
8. Parents may request Virtual meetings to formulate suggestions and to participate in decisions related to the education of their children.
- a. Virtual town halls
 - b. Virtual Parent/Teacher conferences as needed
 - c. Virtual Workshops
9. Parents will participate in developing a School-Parent Compact.

- a. Collaboration with staff
- b. Revisions and suggestions
- c. Surveys

10. Parents will use technology to improve their child's achievement:

- a. Email correspondence
- b. Remind App
- c. One Call
- d. Google Classroom
- e. Focus parent portal
- f. FPPCS website
- g. Access to school personal student ChromeBook.
- h. Assistance with obtaining in home internet connection as needed
- i. Tutoring sessions

11. Parents will receive assistance in understanding the state academic standards and how to monitor their child's progress.

- a. Virtual town halls
- b. Virtual Parent/Teacher Report Card conferences
- c. Virtual Parent/Teacher conferences as needed
- d. Virtual Workshops

12. Parents will receive assistance in how to support their child's progress and achievement

- a. Virtual town halls
- b. Virtual Parent/Teacher Report Card conferences
- c. Virtual Parent/Teacher conferences as needed
- d. Virtual Workshops

13. The school will actively build ties and bridges with families

- a. Email correspondence
- b. One Call
- c. Remind App

- d. FPPCS website
 - e. Virtual Zoom meetings and town halls
 - f. Family Events
 - g. Attendance Liaisons
 - h. Counselor Workshops
14. The school will coordinate and integrate parent involvement programs and activities with other Federal, state and local programs
- a. FPPCS will provide outreach to surrounding elementary schools to support students and families with the transition to middle school.
 - b. FPPCS will provide outreach to the surrounding high schools to support FPPCS students and families with the transition from middle school to high school
15. First Philadelphia will ensure that school communications are sent in a language that families and parents can understand
- a. Bilingual administrative assistant on staff who translates documents and phone calls
 - b. Use of Google Translate services
 - c. Translate app
 - d. Bilingual paraprofessional on staff at First Philadelphia
16. First Philadelphia will provide opportunities for English Learners and their families to participate in school events
- a. Parent event notifications will be translated and posted on the website and sent through Focus, One Call and Remind
 - b. A Language Line translator will be available when needed, including when needed for conferences and meetings
 - c. FPPCS bilingual staff available for parent/teacher conferences