

# LENA POPE | Chapel Hill Academy

## Chapel Hill Academy Parental Involvement Policy

### Statement of Purpose

CHA is dedicated to providing quality education for every student in our district. To accomplish this objective, we will develop and maintain partnerships with parents and community members. Each student will benefit from the supportive, active participation of all involved. A positive connection between home and school will create the most optimal learning environment for every child.

The Texas Essential Knowledge and Skills (TEKS) are available on the Texas Education Agency website, which can be accessed through the TEA website at <http://tea.texas.gov/>. All students will be expected to work toward mastering these objectives. Our campus recognizes the fact that some students will need additional assistance to achieve their full potential. This assistance is available to all students through the Title I program, and various other educational services offered through the campus. For more information on these services, contact our Principal.

CHA intends to include parents in all aspects of the Title I program. Students will be given every opportunity for success through the development and enhancement of the school/home partnership.

### Parent Involvement in Developing Policy

CHA's Parent Advisory Council (PAC) is comprised of parents, administrators, teachers, and other staff members. The committee meets five times a year, with one of those meetings focusing on the design and implementation of the Parent Involvement Policy.

CHA will actively and publicly recruit volunteers for the PAC through various avenues. It is the PAC goal to be a diverse group of stakeholders (stakeholders are anyone that has an interest in our school, i.e., parents, teachers, students, community members, and donors) that represent an array of student populations and families served by the district.

Meetings will be planned at convenient times and locations for all concerned parties. If a translator is needed, the district will arrange for one to be present.

### Parent Involvement Activities to Improve Student Academic Achievement and School Performance

One of the primary functions of the PAC is to identify ways that CHA can provide assistance and support to create effective parent involvement. The administration will assist the school in understanding the requirements of Title I, Part A and in planning for effective programs that will help parents in improving academic achievement.

In order to promote and explain state academic standards, assessments, and curriculum information will be disseminated online and be available in hardcopy upon request. CHA will provide support and training to principals and teachers to promote parent involvement activities.

## **Building the School's and Parents' Capacity for Strong Parent Involvement**

In order to build a dynamic school/home partnership, CHA will provide the following:

- An annual meeting where parents will learn about the requirements of the school's Title I program, and be given an opportunity to become involved with their child's education. The annual meeting will be held during the first six-week period. Information disseminated to all CHA families informing them of the date and time, via the School Messenger system and weekly Smore newsletter.
- Parent meetings and conferences will be held at different times during the day to accommodate the needs of the parents. Communication with families will be in a format and a language that they can understand. Title I funds, if available, may be used to pay for any reasonable and necessary expenses such as child care, transportation, or home visit expenses, to enable parents to participate in school-related meetings and training sessions.
- A description and explanation of the curriculum used, the forms of academic assessments used to measure student progress (benchmarks, TPRI, MAP, etc.), and proficiency levels students are expected to meet, will be provided to parents through a letter or conference.
- Assistance to parents in understanding the state's academic content standards, known as the Texas Essential Knowledge and Skills and the state student achievement standards based on the State of Texas Assessments of Academic Readiness (STAAR), will be communicated through school-wide meetings and electronic communication.
- A school-parent compact designed by parents and school staff that outlines how parents, the entire campus staff, and the students will share the responsibility for improvement in student academic achievement.
- A minimum of two scheduled parent conferences; the school-parent compact will be discussed as it relates to the progress of the student, as well as the expectations for the grade level school curriculum, test information, and any other concerns the teacher or parent may have. Parents may request additional conferences at any time.
- Parents will have the opportunity to help review, plan for and make suggestions to improve the Title I program, as well as the Parental Involvement Policy and the School-Parent Compact. At least one meeting will be held annually.
- Opportunities for parental participation is encouraged and promoted for all meetings especially those relating to their child's education. Materials and specific trainings are available and accessible for parents to learn strategies that work best for their children to succeed academically.
- Information relating to school and parent programs, meetings, and other activities will be sent to parents in a timely manner. Information will be communicated to parents through a variety of methods from the school, PTA, and/or from the classroom teacher. The School Messenger system, electronic communication, electronic outdoor sign and website may be utilized to inform parents of dates of programs, meetings and activities.

## **Cross-Program Coordination of Parent Involvement Activities**

Parent Involvement strategies will be incorporated into CHA's curriculum and programs through the Campus Improvement Plan, which is posted on the school website. Parent involvement will be a top priority and will be aligned with the entire educational program.

CHA will coordinate Title I Parent Involvement activities with other programs within the district to meet special needs if such programs are available.

### **Annual Evaluation**

The Parent Advisory Council will annually review and evaluate all aspects of the parent involvement program by distributing surveys and collecting data. Parent surveys including questions about the effectiveness of the program will be distributed and the results analyzed. Teacher surveys and teacher contact logs will be referred to in determining the number and type of interaction between staff and parents. The PAC will revise the Parent Involvement Policy and School-Parent Compact based on the results of this annual review.

### **Involving Parents in Activities of Title I Campuses**

CHA will involve parents in school activities. Timely communication and an inviting and family-friendly atmosphere will enhance parent involvement in the activities of the school. Parents will receive information in a language they can understand that will detail the activities of the school, and will be asked to participate. CHA may use communication strategies such as personal contact, newsletters, the school calendar and e-mail to invite parents to participate in the school's activities. Whenever possible, childcare and language interpreters will be provided. Parents and community members are encouraged to collaborate with each other and making suggestions for school improvement, we can ensure that each student experiences success.