



Chapel Hill Academy
Title I Parent and Family Engagement Policy
2023-2024

Statement of Purpose

Chapel Hill Academy (CHA) is dedicated to providing quality education for every student in our district. To accomplish this objective, we develop and maintain partnerships with parents and community members. It is the intent that each student will benefit from the supportive and active participation of all involved. Positive connections between home and school create optimal learning environments 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 are expected to work toward mastering these objectives. Our campus recognizes that some students may need more assistance to achieve their full potential. Assistance is available to all students through the Title I program, and various other educational services offered throughout our campus. For more information on these services, contact our Principal-Mrs. Amy Wall.

CHA encourages parental involvement in all aspects of the Title I program. Students shall be provided with every opportunity for success through the development and enhancement of our school/home partnership.

Parent Involvement in Developing Policy

CHA's Parent Advisory Council (PAC) is comprised of parents, administrators, teachers, and other staff members. This committee will meet at least five times a year, with one of those meetings primarily focusing on the design and implementation of the Parent and Family Engagement Policy.

CHA will actively recruit volunteers for the PAC through various avenues. It is the PAC's 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 our district.

Meetings will be planned at convenient times and locations for all parties concerned. 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 assist and support parent involvement. Administration will convey the requirements of Title I, Part A and plan effective programs to assist parents' contributions toward improving overall 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 provides support and training to administrators, teachers, and staff 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:

- Biannual meetings will be held 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 first annual meeting will be held during the first six-week period. The final annual meeting will be held during the last six-weeks as stake holder input for the next school year. Information will be disseminated to all CHA families and will inform 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 language that they can understand. Title I funds, if available, may be used to pay for any reasonable and necessary expenses such as childcare, 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, CLI, etc.), and proficiency levels students are expected to meet, will be provided to parents through a letter or conference. All students are expected to achieve "Met Standards" or other applicable criteria.
- 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 will be held within the school year. 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 Parent and Family Engagement Policy and the School-Parent Compact. At least one meeting will be held annually.
- Opportunities for parental participation are encouraged and promoted for all meetings, especially those relating to their child's education. Materials and specific training 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 various methods from the school, Parent Teacher Organization (PTO), 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 and Family Engagement strategies will be incorporated into CHA's curriculum and programs through the Campus Improvement Plan (CIP). This CIP 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 and Family Engagement activities with other programs within the district to meet special needs if such programs are available.

Annual Evaluation

The Parent Advisory Council (PAC) will annually review and evaluate all aspects of the parent and family engagement program by distributing surveys and collecting data. Parent surveys, including questions about program effectiveness, will be distributed and the results analyzed. Teacher surveys and teacher contact logs will be referred to in determining the quantity and caliber of interaction between staff and parents. The PAC will revise the Parent and Family Engagement Policy and School-Parent Compact based on the results of this annual review.

Involving Parents in Activities of Title I Campuses

CHA will encourage parental involvement in school activities. Timely communication paired with an inviting and family-friendly atmosphere will enhance parent involvement in school activities. Parents will receive information in their preferred choice of language and mode of communication that will detail the school's activities and will be invited 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 always encouraged to collaborate with each other and make suggestions for school improvement to ensure that each student experiences success.

Parents are encouraged to submit comments and/or suggestions regarding the Parent and Family Engagement Policy through a Google Document provided through the School Messenger. Distribution of the enclosed plan will include: weekly newsletter, CHA website, physical copy located at front office, email, and CHA phone tree.