



Achievement Prep Parental Involvement Policy

**2016-2017
School Year**



PART I. GENERAL EXPECTATIONS

Achievement Preparatory Academy Public Charter School Network (Achievement Prep) agrees to implement the following statutory requirements:

- Achievement Prep will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating scholars.
- Consistent with section 1118, Achievement Prep will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- Achievement Prep will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, Achievement Prep will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory scholars, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating scholars, Achievement Prep submit any parent comments with the plan when Achievement Prep submits the plan to the Office of the State Superintendent of Education.
- Achievement Prep will involve the parents of scholars served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- Achievement Prep will be governed by the following statutory definition of parental involvement, and expects that its Title I schools 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) that the carrying out of other activities, such as those described in section 1118 of the ESEA.*



**PART II:
DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT
REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT
POLICY COMPONENTS**

1. Achievement Prep will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:
 - a. Draft policy in accordance with existent programs of parental involvement;
 - b. Review parental involvement policy annually at the Fall Parents as Partners meeting, allowing parents the opportunity to make suggestions regarding changes or additions to the policy;
 - c. Provide all parents with access to the Parental Involvement Policy through the Achievement Prep website and hard copies in each school's main office
2. Achievement Prep will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
 - a. Publish Achievement Prep's Annual Report, which discusses school progress and improvement, and includes a comprehensive needs assessment, on school website, such that parents can access and review it;
 - b. Solicit parental input on areas for growth and improvement through annual Parent Forums hosted by network staff.
3. Achievement Prep will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
 - a. Both Achievement Prep Wahler Place Elementary School and Achievement Prep Wahler Place Middle School will host multiple events throughout the school year to encourage parental involvement, including but not limited to:
 - i. Back to School Nights, at which school leadership will provide information on resources available to families, information concerning educational requirements, and information about scholar performance on annual tests;
 - ii. Parent/Teacher Conferences: Quarterly conferences between parents and teachers in which the two parties have the opportunity to collaborate on the scholar's achievement, progress, and strategies for improvement;
 - iii. Monthly Family Nights, reviewing school policy, scholar achievement, behavioral norms, and resources for increased parental engagement;
 - iv. Annual Parent Breakfasts, at which school leaders will lead sessions and provide materials training parents in increasing their role in their scholars' education and development.
 - b. Achievement Prep Charter Network Office will work with school leaders to ensure that each LEA has the resources necessary to host these events, including but not limited to: email and phone blasts, handouts, projectors and sound systems as needed, classroom/auditorium space, and childcare.

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4. Achievement Prep will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under Parents as Partners, Back to School Night, Family Nights, and Parent Breakfasts, by:
 - a. Using email, phone blasts, handouts, and website announcements to invite all families of Achievement Prep scholars to join in parental involvement events;
 - b. Hosting events throughout the school year (including Back to School Night, Family Nights, Parent/Teacher Conferences, and Parent Breakfasts), during which school leaders will inform parents about scholar performance, program evaluation and development, and opportunities for parents to engage both with their scholars' education and with the Achievement Prep community more broadly.
5. Achievement Prep will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (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). Achievement Prep will use the findings of the evaluation of its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies:
 - a. Family and Community Coordinators at each school will work with their respective Principal to create annual evaluations of family engagement events, using participant numbers at each event to track which events drew the highest parental involvement, paying close attention to scheduling of events, the modes by which the events were announced, and topics addressed during the events;
 - b. Family and Community Coordinators will also send parents an annual survey soliciting their input on parental involvement policies and events, and will include summaries of this feedback in their annual reports.
6. Achievement Prep will build the schools' and parents' capacities for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. Achievement Prep will, with the assistance of its Title I, Part A schools, provide assistance to parents of scholars served by the two Achievement Prep schools, as appropriate, in understanding Achievement Prep's expectations for parental involvement and the educational standards to which Achievement Prep will submit. These educational expectations include OSSE's academic content standards, OSSE's student academic achievement standards, and OSSE's academic assessments including alternate assessments. Additionally, Achievement Prep will provide parents with information on how to monitor their scholars' progress and how to work with teachers and school leaders to increase their scholars' performance.
7. Achievement Prep will, with the assistance of its schools, provide materials and training to help parents work with their scholar to improve their scholar's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
 - a. Providing materials to parents at Family Nights and Back to School Night;

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- b. Hosting Parent Breakfasts (Donuts with Dads and Muffins with Moms) to train parents to work with their scholar to improve his/her academic achievement.
8. Achievement Prep will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, 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 schools, by:
 - a. Discussing parental engagement during Summer Institute (3-week Professional Development training prior to the start of school) and throughout the year during weekly staff trainings and daily morning meetings.
9. Achievement Prep will ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating scholars in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand.

If you have questions regarding this policy or recommendations about how it could be improved, please contact the Families and Community Coordinator at your school:

Wahler Place Elementary School
Shemia Anderson
shemiaanderson@achievementprep.org
202-562-1307

Wahler Place Middle School
Leala Bowens
lbowens@achievementprep.org
202-562-1214

This Network-wide Parental Involvement Policy will be agreed on with parents of scholars participating in Title I, Part A programs through a review at the Fall 2016 Parents as Partners meeting.

ACHIEVEMENT
PREP
ADOPTION

This Network-wide Parental Involvement Policy will be agreed on with parents of scholars participating in Title I, Part A programs through a review at the Fall 201 Parents as Partners meeting.

This policy was adopted by Achievement Prep on September 22, 2015 and will be in effect for the period of the 2015-2016 school year. The Charter School Network will provide all parents of participating Title I, Part A scholars access to this policy on or before October 15, 2015.

Shantelle Wright, Founder & CEO

(Date)