



Book	Board of Trustees Policy
Section	900 Community
Title	Parent/School Involvement Policy
Code	901
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Adopted	September 1, 2016
Last Revised	November 4, 2019

Agora Parent and Family Engagement Policy

The policy below on Parent and Family Engagement, has been developed jointly with, agreed upon with, and distributed to, parents of participating children at Agora Cyber Charter School. This policy reflects those requirements of Section 1116 of the Every Student Succeeds Act (ESSA).

In accordance with Federal regulations (ESSA, Section 1116(a)(2)(A), Agora Cyber Charter School, as a recipient of Title I funds, will consult with parents and teachers of the children being served. Notification of the planning process, including solicitation of questions, comments, and input will be given at least two weeks prior to the planning meeting.

To meet the consultation requirements Agora Cyber Charter School shall design, implement and offer activities at various times to ensure that parents of children being served have an adequate opportunity to participate in the design and implementation of the Agora Cyber Charter School's Title I plan.

I. Agora parent activities include, but are not limited to, the following:

A. **Involve** parents in the development of the Title I plan, the Parent and Family Engagement Policy, and the process of school review and improvement.

1. Parents will be involved in the development of the plan through participation in school-wide planning committees and school improvement councils.
2. Parents will be involved in the process of school review and improvement through a parent survey administered in the fall, after the second semester, and the end-of-the-year.
3. Parents will be involved in the joint development of any school-wide program plan under (ESSA, section 1116(a)(2)(A).

B. **Provide** coordination, technical assistance, and support to the schools for effective parent engagement to improve student academic achievement and performance.

1. Provide parents with the opportunity to maintain ongoing communication among parents, teachers, and administrators through our internal electronic system of communication (e-mail)

as well as through USPS mail and School Messenger (a prerecorded phone message).

2. To the extent possible, provide information, programs, and activities for parents in a language and form they can understand through the online system (TransAct, as part of our ELL program).
3. Provide materials and suggestions through calendars and newsletters to parents to help them promote the education of their children. Timely information about the program also will be provided in the newsletter and will be posted to the school's website.
4. The school's parent committee will assist with coordination of Title I Parent and Family Engagement policies and activities.
5. Involve parents in an Annual School-wide Title I meeting to discuss the compact and school wide programs that are needed.
6. School-wide parenting workshops will be presented in a variety of ways including online and face to face, including parent training recordings made available through email, newsletters and school website.

C. Build the school and parent capacity for strong parent and family engagement

1. Maintain strong communication between school and home.
 - a. e-mail
 - b. postal mail
 - c. newsletters
 - d. conference calls
 - e. Online sessions
 - f. Social media options
2. Establish parent involvement programs to mentor new families.
 - a. Parent Mentors are identified by region and grade band; contact information is posted on the school website
 - b. Parent Mentors assist new and returning families with questions and concerns
3. Develop school-parent compacts and Parent and Family Engagement policies with the parents of all children.
 - a. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective home learning environment that enables children served to meet the State's student academic achievement standards.
 - b. Describe the ways in which each parent or learning coach will be responsible for supporting their children's learning.
 - c. Address the importance of communication between teachers and parents on an ongoing basis.
 - d. Provide to parents the forms of academic assessment used to measure student progress.
4. Establish and help maintain an Agora Parent Teacher Organization (APTO)
 - a. Provide virtual meeting spaces for APTO meetings
 - b. Establish avenues of communication between families and school staff
5. Guide parents to understand state content standards and academic expectations by providing materials and training designed to help parents monitor and improve student achievement.

- a. workshops/online trainings
 - b. templates, graphic organizers, study guides
 - c. student schedules and report cards
 - d. lesson recordings
 - e. online resource literature
 - f. technology and systems training
- 6. Educate teachers, administrators, and other school staff, with the assistance of parents, in the value of parent and family engagement.
 - a. presentation at school-wide professional development
 - b. distribute research based materials to staff for ongoing understanding of the value of parental and family engagement
- 7. To the extent possible, provide information, programs, and activities for parents in a language and form they can understand.
- 8. Provide support for parental family engagement activities as parents may request, such as paying reasonable and necessary expenses associated with parent and family activities, including transportation and child care costs, to enable parents to participate in professional training sessions.
- D. **Coordinate** and integrate parent and family engagement under Title I with parental engagement programs through our family coaches, parent engagement advisors, support staff and teachers.
 - 1. meet and greet sessions at various locations across the state
 - 2. online parent workshops
- E. **Conduct**, with the engagement of parents, an annual evaluation of the content and effectiveness of the parent and family engagement policies in improving the academic quality of the Title I school.
 - 1. Utilize the End of the Year Parent Evaluation to identify barriers to greater participation by parents.
 - 2. The End of the Year Parent Evaluation will also be used to improve parent programs at the school the following school year.
- F. **Engage** parents in the activities of the schools.
 - 1. Convene an annual fall meeting at each school at which the following items will be discussed. A flexible number of meetings will be offered.
 - a. Inform parents of their school's participation under Title I and to explain Title I, its requirements, and their right to be involved.
 - b. Parents have the right to consult in the design of the Title I plan and how the federal funds are allocated.
 - 1. planning questionnaire
 - 2. surveys
 - c. Parents have the right to consult in the design of the Title I plan and in the process of school review and improvement through surveys.
 - d. Parents' input will be solicited; observations and comments will be recorded in the minutes of the meeting.
 - e. Parents will be given a description and explanation of the curriculum in use at the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet.

- f. Provisions for further activities will be offered and made available for all students.
 - 1. Copies of the proposed and final applications, needs assessment, budget, and evaluation, are available for review. Copies of the draft and final parent involvement policy will be distributed.
 - 2. Meetings will be held both virtually and on-site.
 - 3. Training programs for parents will be offered as needed.
 - 4. Other reasonable requests made by families will be considered.
- 2. Report to each child's parents on the child's progress by sending frequent reports home. Reports will include informal teacher newsletters, monthly newsletters and end of each semester reports.
- 3. Establish conferences between individual parents and teachers by scheduling at least one conference with parents or guardians of children.
 - a. Provide to parents the school's performance profiles.
 - b. Provide to parents their child's individual student assessment results.
 - c. Provide parents with timely information about the Title I programs.

Adoption: This School/Parent/Student Policy has been developed jointly with, and agreed on with the following parents, Suzanne Chiaramonte, Mary Davenport, Terri Latshaw and Melissa Martinelli, and agreed on with, parents of children participating in programs at Agora Cyber Charter School.

This policy was approved by the ACCS School Board on February 4, 2019 and is reviewed annually at out Title I meeting and through a parent survey.