

YES Prep Public Schools Parent and Family Engagement Policy

MISSION: YES Prep Public Schools empower all Houston students to succeed in college and to pursue lives of opportunity

VISION: Every child in Houston will have equitable access to a public school that delivers a college-ready education.

YES Prep Core Values:

- ❖ Grow Authentic Leadership
- ❖ Eliminate Educational Inequity to Advance Social Justice
- ❖ Achieve Jaw-Dropping Results
- ❖ Build Transformative Relationships
- ❖ Create Pathways to Opportunity

YES Prep Parent and Family Engagement Policy

School Year: 2022-2023

Revised: April 2022

STATEMENT OF PURPOSE

YES Prep Public Schools is committed to working in collaboration with students, families, and other community stakeholders to achieve ambitious student learning outcomes. We recognize that parents and families play an important role as their child's first teacher and are valued partners in the educational process. As a result, parents and families will be included in appropriate decision-making opportunities to support student achievement.

To strengthen student achievement, YES Prep Public Schools receives Title I, Part A funds. Therefore, we must jointly develop with, agree on with, and distribute to parents and family members a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Every Student Succeeds Act (ESSA). The policy establishes the district's expectations and objectives for meaningful parent and family engagement and describes how the district will implement specific parent and family engagement activities. All elementary campuses and all non-partnership secondary campuses are designated as Title I school-wide support campuses. Although the Aldine and Spring Branch partnership campuses do not fall under the same federal guidelines, the commitment to family engagement is the same across all 27 YES Prep schools.

YES Prep Public Schools agrees to implement the following requirements as outlined by Section 1116:

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members in all schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- Consistent with Section 1116, the school district will work with schools to ensure that the required school-level parent and family engagement policies meet the requirements of

Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with Section 1116(d) of the ESEA.

- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of families with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the district plan for Title I, Part A, developed under Section 1112 of the ESSA, is not satisfactory to the families of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the state department of education.
- The school district will be governed by the following definition of family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

Family engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) families play an integral role in assisting their child's learning;
- (B) families are encouraged to be actively involved in their child's education at school;
- (C) families 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; and
- (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED

YES Prep Public Schools will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

Each Principal will share the [Family Fellow job description](#) to identify family members who are interested in serving their campus community as a representative on the district Family Fellows advisory council. The Director of Family Engagement will support the selection of a diverse district team to ensure various perspectives are considered in all decision making. The Family Fellows will meet monthly to build their capacity to support effective family engagement practices on their respective campuses and give critical insight to district leadership on a variety of topics. They will also provide input on the District Parent and Family Engagement (PFE) policy and District Improvement Plan each year and serve on the campus committee to review the campus needs assessment (CNA). They will work with other parents and families to approve the budget for use of Title I Part A funds to advance family engagement efforts that are thoughtfully designed to help achieve the CNA goals. Finally, the Family Fellows will co-lead the Title I annual meeting and solicit feedback on the campus PFE Policy as well as the campus School-Parent Compact.

TECHNICAL ASSISTANCE

YES Prep Public Schools will provide the following coordination, technical assistance, and other support necessary to assist and build capacity of all Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education:

Each campus will designate a Family Engagement Ambassador to work with the Principal, the Family Fellow, and the ACE or Aspire Coordinator (where applicable) to ensure all Title I requirements are met, and ALL families are proactively engaged with access to participate in decision making and campus planning. Director of Family Engagement in partnership with the Managing Director of Federal and State Compliance and Grants and the Manager of School Data and Compliance will:

- Train Family Fellows, Principals, and Family Engagement Ambassadors on Title I.
- Provide resources, in both English and Spanish, to execute annual Title I meetings at a high level and design protocol to solicit input on campus School-Parent Compacts.
- Attend Professional Development (examples include: Steve Constantino training, Parent Involvement Statewide Conference, Region 4 cluster meetings, Harvard PFE online course) and ongoing exploration of articles, webinars, & books aligned to best practices ([Beyond the Bake Sale](#), [Engage Every Family](#), [Equity Partnerships](#))
- Maintain sign in sheets from Family Fellow monthly meetings and collect and securely store campus Title I documentation for audit purposes.
- Collaborate with ACE Family Engagement Specialist to be responsive to community needs assessment and provide Family Workshops that are aligned to their needs.
- Collaborate with Director of Wellness & Counseling Services to align efforts and maximize impact of various partnerships across the organization.

ANNUAL EVALUATION

YES Prep Public Schools will take the following actions to conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the academic quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by families in activities (with particular attention to families who are economically disadvantaged, are disabled, have limited English proficiency, have limited

literacy, or are of any racial or ethnic minority background). The evaluation will also include identifying 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. The school district will use the findings of the evaluation about its parent and family engagement policy to design evidence-based strategies for more effective family engagement, and to revise, if necessary, its parent and family engagement policies.

Family School Relationships Survey will be conducted annually by Panorama. Family Fellows and district leaders from the senior leadership team will provide input on the questions asked. Principals, Family Fellows, & Family Engagement Ambassadors will meet in May to reflect on the data using a protocol to help identify priorities for the upcoming school year and beyond.

RESERVATION OF FUNDS

YES Prep Public Schools will involve the parents and family members of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent and will ensure that not less than 90 percent of the 1 percent reserved goes directly to Title I schools.

The campus Title I, Part A allocation of funds (estimate) will be shared with Principals in July. They will be charged with rolling the budgeting of these funds into the annual campus needs assessment process. Training will be provided to Principals to provide clarity on how funds can be spent and how to effectively solicit parent and family input into decision making regarding the use of the PFE funds.

COORDINATION OF SERVICES

YES Prep Public Schools will coordinate and integrate parent and family engagement strategies, to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs that encourage and support families in more fully participating in the education of their children by:

Ensuring we are building a strong foundation with our new families year after year by conducting home visits. Although home visits have been an integral part of our model since the start of the organization, we have shifted over time to focus these connections on building trust and learning from our families rather than simply sharing our expectations for students, families, and staff.

In addition, with the opening of elementary schools in SY20-21, we are working to embed a Family Resource Center in each region to serve as a hub for various family workshops that will be offered in English and in Spanish. The centers will have a variety of multi-cultural books, a family use laptop, translation headsets, and resources to connect families to outside community partners such as the [Houston Food Bank](#), [Baker Ripley](#), and [Legacy Community Health](#).

BUILDING CAPACITY OF PARENTS AND FAMILY MEMBERS

YES Prep Public Schools will, with the assistance of its Title I schools, build families' capacity for strong family engagement by providing materials and training on such topics as literacy training and using technology (including education about the harms of copyright piracy) to help families work with their children to improve their children's academic achievement. Assistance will also be provided to parents and families in understanding the following topics:

- *The challenging state academic standards;*
- *The state and local academic assessments including alternate assessments;*
- *The requirements of Title I, Part A;*
- *How to monitor their child's progress; and*
- *How to work with educators.*

Family Resource Centers (FRC) were established at all secondary campuses in 2019 with a laptop available for family use ONLY that was purchased utilizing the Walton Family Foundation grant. Family Fellows are trained to use the laptops and to access the Family Portal that was created in partnership with the Michael & Susan Dell Foundation. The Family Portal was designed to give families access to critical information (grades, absences, behavior, college readiness indicators, and TEA resources) to support their child's learning. Although the Family Portal will no longer be in use for the 22-23 school year, the value added features and functionality that were introduced with this tool will be explored with other existing tools to ensure families have easy access to timely performance information to support their child's learning and a streamlined way to communicate with their child's student success team in their preferred language.

In collaboration with ACE, we will continue to provide all YES Prep families with access to a variety of Family Workshops based on identified family needs. We will continue to promote relevant "Parent University" sessions offered through our partnership with Spring Branch ISD.

BUILDING CAPACITY OF SCHOOL STAFF

YES Prep Public Schools will, with the assistance of its schools and families, educate its teachers, specialized instructional support personnel, principals, and other school leaders, and other staff in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and schools by:

- Involving families in the development of training for teachers, principals, and other educators to improve the effectiveness of that training. (Families and Schools Together: Spring 2022 FAST pilot at Southeast Elementary)

- Providing necessary literacy training for families from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training. (Latino Family Literacy Project & Title III collaboration)
- Paying reasonable and necessary expenses associated with family engagement activities, including transportation and childcare costs, to enable families to participate in school-related meetings and training sessions. (Title I funding training for Principals at Leadership Summit in July 2022)
- Training families to enhance the involvement of other families. (Statewide Parent Involvement Conference in Frisco, TX Dec '22). Examples of content covered from the 2021 conference can be found [here](#).
- Maximize family engagement and participation in their children's education, arranging school meetings at a variety of times or conducting conferences between teachers or other educators who work directly with participating children, with families who are unable to attend those conferences at school. (Utilize Microsoft Teams to offer additional opportunities virtually and post recording on the district website for later viewing)
- Adopting and implementing model approaches to improving family engagement. (Harvard Family Engagement PD in Summer of 2023 to drive scope and sequence for district-wide training)
- Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs. (Family Fellows Team)
- Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in family engagement activities. (ex – Baker Ripley for ESL classes, Capital One Bank for financial education workshops)

ADOPTION

This district parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by The Family Fellows Monthly Meeting Agenda from 4.20.22.

This policy was adopted by the YES Prep Public Schools on 06/01/2022 and will be in effect for the period of the 2022-2023 school year. The school district will distribute this policy to all families of participating Title I, Part A children on or before August 15, 2022.

(Signature of Authorized Official)

(Date)

NOTE TO THE DISTRICT: *It is NOT a requirement that the district parent and family engagement policy is signed.*

The successful implementation of Every Student Succeeds Act (ESSA) and progress towards educational equity for all students depends on the meaningful inclusion of the parents and communities that represent students who are low-income, of color, English learners, Native Americans, immigrants, or who have a disability. As is the clear intent of ESSA, parents and communities have the right to actively participate in programmatic, financial, and policy decision making

