

Parent Family and Engagement Policy

In support of strengthening student academic achievement, Falls Lake Academy (FLA) receives Title I, Part A funds and must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the district.

A. DEFINITION OF PARENT AND FAMILY ENGAGEMENT

For the purposes of this policy, the term "parent and family engagement" means the participation of parents, guardians, and other family members in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:

- Parent play an integral role in assisting their child's learning;
- Parents are encouraged to be actively involved in their child's education at school;
- 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; and
- Other activities are carried out, such as those described in Section 1116 of ESSA.

B. PURPOSE AND OPERATION OF TITLE I PROGRAM

The Title I program is a federally supported program that offers assistance to educationally and economically disadvantaged children to help ensure they receive an equitable, high-quality, well-rounded education and meet the schools challenging academic standards. The Title I program delivers instructional activities and supportive services to eligible students over and above those provided by the regular school program.

FLA operates a Targeted Assistance Program. Students performing below grade level in reading in grades K, 1, and 2 are eligible to receive support services in the Targeted Assistance Program.

C. ANNUAL MEETING AND PROGRAM EVALUATION

Each year, school officials must invite and encourage parents to attend a meeting, at a convenient time, to explain parental rights, discuss the programs and activities to be provided with Title I funds, and solicit input on the Title I program and this policy. The school shall offer a flexible number of meetings and may provide, with funds provided under Title I, transportation, childcare, or home visits, as such services relate to parental involvement. In addition, school officials must provide parents and family members a meaningful opportunity annually to evaluate the content and effectiveness of the Title I program and the parent and family engagement policies and plans. Information collected from these proceedings will be used to revise Title I programs and parent and family engagement plans.

Information related to the school and parent programs, meetings, and other activities will be sent to parents of participating students in an understandable and uniform format, including alternative

formats, and upon request, to the extent practicable, in a language the parents can understand. FLA will provide digital copies and print copies of our Family Engagement Policy for parents. The school will make every attempt to provide parents this information in their native language.

Early in the school year, FLA will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting will not be used to ask for parent input but will be provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.

D. PARENT AND FAMILY ENGAGEMENT EFFORTS

The board believes that the involvement of parents and family members in the design and implementation of the Title I program will increase the effectiveness of the program and contribute significantly to the success of the children. The Title I staff, and all school personnel shall strive to conduct outreach to parents and family members and involve them in activities throughout the school year.

School leadership shall ensure that this parent and family engagement policy and plan is developed with, agreed upon with and annually distributed to parents and family members of participating students.

In addition, school officials and Title I school personnel shall do the following:

1. Involve parents and family members in the joint development of the Title I program and school support and improvement plan and the process of school review and improvement by including parents on the school improvement team and any committees that review the Title I program; This team will meet once per month on the last Tuesday of the month at 6pm in the media center.
2. Provide coordination, technical assistance and other support necessary to assist and build the capacity in planning and implementing effective parent and family engagement activities that are designed to improve student academic achievement and school performance; This may include working with our IT department, team leads, and support specialists to plan and implement effective parent and family engagement activities.
3. Coordinate and integrate parent and family engagement strategies in the Title I program to the extent feasible and appropriate with parental engagement strategies established in other federal, state, and local laws and programs. FLA will coordinate with local pre-school programs through our Student Services Department to encourage Early Childhood Education. In addition, FLA will partner with VGCC, Granville County Library Systems, local Granville County Government and Barnes and Nobel to ensure support programs are in place for parents.
4. Conduct, with the meaningful involvement of parents, an annual evaluation of the content and effectiveness of the school parent and family engagement policy and

program in improving the academic quality of the school and assisting students to meet the school's academic standards. This evaluation shall identify the following:

- a. barriers to greater participation by parents in activities authorized by this section (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);
- b. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers, and;
- c. strategies to support successful school and family interactions.

The school will use these findings to design evidence-based strategies for more effective parental involvement, and revise, if necessary, the parent and family engagement policy. This process will occur during a meeting will be facilitated by the director and will be captured by a note taker to make necessary changes based on data reviewed.

5. Provide parents with a description and explanation of the curriculum at use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards by placing relevant information on our website, in our monthly newsletter and multiple parent nights throughout the year.
6. If requested by parents, the school will offer opportunities for regular meetings to formulate suggestions and to participation of parents, as appropriate, in making decisions that are related to the education of their children and respond to any suggestions as soon as practicably possible. Parents can submit requests through Jupiter Ed or contact the office to set up a meeting.

E. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the parent and family engagement policy, the school shall jointly develop with parents a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. This compact will

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children to meet the challenging State standards, and the ways in which each parent will be responsible for supporting their children's learning; Examples would include getting students to school daily, volunteering in the school setting, assisting with homework, attending presentations of learning and student led conferences and
2. Address the importance of communication between teachers and parents on an ongoing basis through, at minimum-
 - a. Parent-teacher conferences, at least annually, during which the compact shall be discussed as the compact related to the individual child's achievement; This could occur during student led conferences, parent teacher conferences, or during Personal Adult Advocate contacts.

- b. Frequent reports to parents on their children's progress; This would include weekly Jupiter reports, progress reports sent mid-quarter, report cards, and personal adult advocate contacts.
- c. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of class activities. Parents can contact the school, email the teacher, or call the classroom to volunteer or visit classrooms. Parents must check in with the front office to receive a visitor badge before proceeding to the classrooms.

F. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership with the school, parents, and the community to improve student academic achievement, the school

1. Shall provide to assistance to parents in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children. Falls Lake Academy will provide parents with a description and explanation of the curriculum un use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards
2. Shall provide materials and training to help parents to work with their children to improve their children's achievement, as appropriate, to foster parental involvement. FLA will accomplish this training through the following opportunities:
 - a. **Open House/Curriculum Night**- This is an opportunity for families to visit with classroom teachers to learn more about grade level expectation for their students.
 - b. **Instructional Nights**- Parents are invited to attend information sessions for various topics throughout the year that support student achievement. Some examples of instructional nights include Advanced Placement Night, AIG Night, FAFSA Information Night, Career and College Promise Program Information Night, Read to Achieve Information Night, and other subject specific information sessions.
 - c. **Monthly Board of Director's Meetings**- Our BOD meets the first Tuesday of every month at 6:30 pm in the FLA media center. All families and community members are invited to attend.
 - d. **Presentations of Learning**- Our school is a project-based learning environment. Our students present their learning and share their journey with parents and community members several times a year throughout the year.
 - e. **Field Trips**- At FLA, we believe that students learn by doing. Field trips are encouraged across grade levels. Because we do not have bus transportation, parental and community involvement is crucial for success.
 - f. **Student Led Conferences**- Students present a portfolio of their work to parents and family members twice a year. These presentations represent the learning progressions and personal reflection of the students on their progress.
3. Shall educate teachers, EC teachers, Reading Specialist, AIG Specialist, Directors, and other school leaders, with the assistance of parents, in the value and utility of

contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. Teachers will participate in professional development laid out yearly in the professional development plan.

4. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. Parents that need assistance should contact our front office for help.

Falls Lake Academy will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Grandparents Day- Our elementary and middle school students host a special lunch for our grandparents in September.
- Flight Crew- The Flight Crew is our Athletic Booster club. This organization supports the athletic program in middle and high school. Parents and community members are invited to participate in meetings and planned activities.
- FLA PTA- The Falls Lake Academy Parent/Teacher organization is very active within the community and on our campus. This group plans multiple community involvement activities throughout the year. These events include the Welcome back to school event, Dances for students, The Fall Festival, Reindeer Games, BINGO night, Spring Car Show, and the annual Color Run in Butner, NC. The PTA encourages community members and parents across grade levels to become involved in the many activities throughout the year.
- Band Booster Club- The band boosters support the Band program at Falls Lake Academy. Multiple fundraisers are planned throughout the year that assist with the purchasing of musical instruments.
- Book Fairs- Falls Lake Academy offers two scholastic book fairs each year for families and community members. Our students also participate in the Barnes and Nobles Book Fair in Briar Creek each December. During that fair, our band plays holiday songs, our art students have art on display, and hot chocolate is served while shoppers enjoy their holiday shopping at Barnes and Nobles.
- Bike/Walk to school Days- Twice a year, our family's partner with the school and local public safety officers and public officials to walk or bike to school. This event encourages safe biking and walking practices as well as overall health and well-being for our students.
- Volunteer Opportunities- There are multiple opportunities to volunteer your time at Falls Lake Academy. Some of the many opportunities include volunteering to serve lunch, helping in the classroom, serving as a guest speaker for career and college discussions, working the gates at athletic events, or assisting with carpool. As part of our safety policies and procedures, we ask all volunteers to complete a volunteer background check form and return to our secretary before we schedule your volunteer time.

G. ADOPTION

The School Name Parent and Family Engagement Policy/Procedures have been developed/revised jointly with and agreed upon with parents as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by School Name on mm/dd/yy and will be in effect for the period of school year. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents and make it available to the community on or before mm/dd/yr.

Signature of Title I Authorized Representative

Date