



### **Parent Involvement Policy: Promise Parent Program**

Our goal is to create the strongest home and school connection in order to increase student achievement and success. At LA Promise Fund Charter Schools (LAPFCS), parents are our most important partners on the road to student success. We strongly believe that students will find greater levels of academic success when their home and school share similar academic values, develop a positive relationship and work together to build a strong partnership. To ensure the development of authentic and productive relationships with parents, LAPFCS offer a variety of opportunities for parents to be actively involved in the academic life of their child in the classroom, at the school level and home. We further demonstrate our commitment to forging genuine partnerships with all parents by offering high-quality family services, including a comprehensive parent workshop program.

### **Student and Family Services**

Each school offers coordinated support services for students and families as well as a variety of opportunities for parents to get involved in the school community. For example, parents involved in a leadership position through their active participation on the School Site Council will receive targeted empowerment and advocacy trainings. It will help them develop as leaders to advocate for a high-quality education and life for their child (ren).

### **School, Parent and Student Pledge and Pledge Review Form**

School, Parent and Student Pledge and Pledge Review Form (Attachment C) is connected to LA Promise Fund Charter Schools'- School, Parent and Student Pledge (Attachment B), which is a set of shared commitments signed at the beginning of each school year by the student, family and school. The goal of the Pledge and Review Form is to create the strongest possible partnership between the home, school, and student in order to increase academic achievement and success. Pledge components include ensuring your child is supplied with materials; homework/projects are completed and on time; families are responsive to teacher contacts and school recommendations; books are read at home; tardies and absences are minimized; the school behavior/code of conduct is understood; and parents attend conferences, workshops and school activities.

Research shows that parent engagement increases student academic success. As part of the School, Parent and Student Pledge, parents are encouraged, but NOT REQUIRED to complete 40 hours of volunteer service per family, per site. Attendance at workshops and school activities will count towards hours of volunteer service. Another way to meet the volunteer service hours' pledge is to attend an educational community event (i.e. Promise Parent College, a book fair, college fair) by, taking your child to the public library or by enrolling in other community-based education programs.

## **Five Ways You Can Make a Difference**

As a parent, you are your child's first teacher. Even while your child is in school, you still teach important lessons every day. Research shows that when parents and schools work together, students do better. Here are some suggestions from the Parent Institute on ways you can make a difference in your child's education. They don't cost money. They don't require training. All they need is you.

1. Read to your child every day. Long after children learn to read for themselves, they love this special time with you. Kids who are read to are the kids who want to read on their own.
2. Join your school's parent organization. When parents and schools work together- schools improve.
3. Volunteer. The more help parents give teachers, the more time teachers can spend with students. Work full-time? There are still ways to help. Ask your child's teacher what you can do.
4. Let your children know school is important. Ask about their homework. Attend school events. Talk about how you use what you learned in school in your daily life.
5. Recognize your child's special gifts. Each child has special talents. Perhaps the most important thing you can do is help your child see how he or she is special. That boosts confidence and sets the stage for learning.

## **Ways to Participate at LAPFCS-Become a School Instructional Volunteer**

Throughout the school year opportunities will arise for you to volunteer in your child's classroom, in the school, and for special events. LAPFCS strongly encourages your involvement as a volunteer in the life of our school and welcomes your participation as a volunteer. We ask that you follow certain policies and guidelines as a school volunteer as outlined in the following section "School Volunteer Policy."

## **School Site Council**

Each school site has a School Site Council (SSC), which serves as an advisory council to the school site Principals. The council will consist of the Principal, teachers, other staff and parents. The school site council will serve as a medium for parents to engage the Principal, staff and other parents. Students will also be encouraged to participate so that they may help shape school policy. The SSC will review and approve the school's single plan for student achievement, monitor its implementation throughout the year recommend it to the Board for approval, and in addition, provide numerous opportunities for students and parents to contribute to the school's operations and growth. The SSC may also recommend modifications to the strategic plan to reflect changing needs and/or priorities. Also, the SSC may provide input on: LCAP, curricula and instructional strategies, staff professional development, the school budget, parent involvement, staff stipends, and the school calendar. The SSC will meet monthly during the academic year. Ultimately, the goal is to ensure that there is two-way communication between the school, parents and all its stakeholders. Election of parent representatives and other community members are held each school year by the third week in September. Nomination forms for parent and

community members shall be distributed at each school site and sent home to parents. New members and alternates shall be installed by the October meeting. Other special program/project committees may be established for specific purposes such as fundraising activities, special events, etc. Participate in Parent Workshops Various Parent Workshops and school special events and activities will be held during the school year. Attendance to workshops and school activities will count towards your hours of volunteer service. Throughout the year, the school may offer educational opportunities solely for the continuing education of the parents. Such opportunities may include classes on parenting, health topics, open communication, job training, domestic violence and English Language Development.

### **School Climate Survey**

The School Climate Survey, administered in the spring of each year, provides valuable information to stakeholders about LAPFCS schools. Students, parents and staff answer survey questions such as how welcoming and collaborative, safe, and conducive to learning their schools are. The answers to survey questions are reported in time to allow school communities to plan improvements for the following year.

## **Title I School-Level Parental Involvement Policy LA Promise Charter Middle School**

*LA Promise Charter Middle School has developed a written Title I parental involvement policy with input from Title I parents. Input from Title I parents/guardians is collected on an annual basis through various events such as incoming student/parent orientations, Title I annual meeting and at the monthly Coffee with the Principal meetings. The policy is distributed to parents of Title I students. The Title I parental involvement policy will be distributed in both hard and soft copies, making it available to all parents in the most convenient form to them. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].*

### **Involvement of Parents in the Title I Program**

To involve parents in the Title I program at LA Promise Charter Middle School, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
  - Parent/student orientations
  - Title I Annual meeting
  - Back to School Night
  - Coffee with the Principal meetings
  - Promise Parent College
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening. Surveys are distributed and collected at the beginning of the

academic year and at the time of enrollment for late arrivals; the data gathered helps the school site to determine the most convenient time/dates for parent workshops, trainings and meetings to take place (i.e. morning, afternoons, evenings and/or Saturday).

- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.

*The Title I parental involvement policy will be shared, distributed and reviewed at the beginning of each academic year; recommendations from all parent stakeholders will be collected and shared with the School Site Council as a collaborative body the School Site Council will take all recommendations into account before making amendments and changes the Title I parental involvement policy for the following year.*

- The school provides parents of Title I students with timely information about Title I programs.
  - Weekly phone messages are sent through Parent Square informing parents of important information and/or upcoming school and community events.
  - A monthly parent involvement calendar detailing parent involvement opportunities, school and community events is posted on the schools' website, sent home, posted on the school's parent information board and made available in the schools' main office.
  - Flyer and posters are displayed informing parents and students of important and upcoming school and/or community events.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
  - Parent/student orientations
  - Incoming student 1x1 check-ins
  - Coffee with the Principal
  - Back to School Night, Open House and/or parent conferences
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
  - 1x1 meeting with school administrator(s) and teachers
  - Coffee with the Principal
  - School Site Council meetings

### **School-Parent Compact**

*LA Promise Charter Middle School* distributes to parents of Title I students a school-parent

compact. The compact outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

*Input from Title I parents/guardians is collected on an annual basis through various events such as incoming student/parent orientations, the Title I annual meeting and at the monthly Coffee with the Principal meetings. The parent-student compact is developed taken into account the information collected from parents and finalized in conjunction with the School Site Council. The policy is distributed to parents of Title I students. The Title I parental involvement policy will be distributed in both hard and soft copies, making it available to all parents in the most convenient form to them. The Parent-School is collected at the beginning of the academic year or at the time of enrollment for late arrivals. All parent-student compacts will be filed in the child's cum file.*

### **Building Capacity for Involvement**

LA Promise Charter Middle School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
  - Promise Parent College Program
  - Monthly Coffee with the Principal meetings
  - Targeted parent workshops
  - Back to school night, open house and parent conferences.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
  - Promise Parent College Program
  - Monthly Coffee with the Principal meetings
  - Targeted parent workshops

- Back to school night, open house and parent conferences.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
  - Professional Development trainings and workshops
- The school aligns and coordinates the Title I parental involvement program with other programs, parent workshops, trainings and professional development opportunities, to encourage parents to be academically involved in their child's school life.
  - Promise Parent College
  - School2Home Parent Technology Workshops
  - Social Emotional Support Services
  - Volunteer Trainings
- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
  - A monthly parent involvement calendar detailing parent involvement opportunities, school and community events is posted on the school's website, sent home, posted on the school's parent information board and made available in the schools' main office.
  - Flyer and posters are displayed informing parents and students of important and upcoming school and/or community events.

The school provides support for parental involvement activities requested by Title I parents.

*Input from Title I parents/guardians is collected on an annual basis through various events such as incoming student/parent orientations, Title I annual meeting and at monthly Coffee with the Principal meetings. A parental involvement survey is distributed to all parents at the time of enrollment to collect data regarding interest and workshops needs, the Parent Engagement team focuses on securing partner organizing to provide the requested support services.*

### **Accessibility**

*LA Promise Charter Middle School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents can understand.*

*All materials are provided and made available in the parents' native language; translation is made available upon parent request for conferences, meeting. Translation is provided for all parent workshops and meetings.*



## Attachment B: School, Parent and Student Pledge

### **School Pledge**

*We are committed to preparing every student at LA Promise Fund Charter Schools for success in college and in life. We understand that our students' educational success depends on the collaboration of faculty, parents, and students. Therefore, we agree to carry out the following responsibilities:*

- We will provide students with a safe, collaborative, challenging and welcoming environment.
- We will give students the essential tools and support necessary to tackle challenging academic content.
- We will provide students with the essential materials that support the school's academic content.
- We will provide parents and students with updates on student achievement, progress and conduct, including timely and fair notice of unsatisfactory work.
- We will sponsor school activities, cultural events, and academic enrichment programs.
- We will provide meaningful and educationally relevant volunteer opportunities and workshops for students and parents.

### **Parent Pledge**

*I understand that my child's studies are very important and my participation in activities at LA Promise Fund Charter Schools is a critical component of my child's educational success. Therefore, I intend to actively engage in my child's education by:*

### **School Home Connection: Academics**

- I will ensure my child comes to school every day, on-time, and ready to learn.
- I will ensure my child comes to school in uniform and prepared with all needed supplies.
- I will have my child read at home every night for at least thirty (30) minutes.
- I will ensure that my child completes his/her homework and school projects independently and on time by establishing routines at home.
- I will enforce the school's Student Code of Conduct with my child, providing appropriate consequences.
- I will enroll my child in academic enrichment programs as advised by the school and ensure attendance.
- I will pay for any books or property damaged by my child.
- I will stay informed and engaged in my child's academic and character growth as well as classroom and school activities.
- I will respect the school, staff, students, and other families.

**Parents as Partners: Family Engagement\***

- I will complete forty (40) hours of service per family during the school year.
- I will attend at least two (2) parent workshops during the school year.
- I will attend all parent/teacher conferences or make special arrangements with the teachers.
- I will attend school activities (i.e. music performances, field trips, assemblies, etc.) with my child at least twice a year.

**\*encouraged but not required**

**Student Pledge**

*I know that going to school is very important. My parents want me to try hard and do my best at LA Promise Fund Charter Schools because this will help me succeed in the future. I will meet the following responsibilities:*

- I will come to school every day, on-time, and ready to learn.
- I will come to school in uniform and prepared with all needed supplies.
- I will read every night at home for at least thirty (30) minutes.
- I will complete all assignments to the best of my ability and turn them in on time.
- I will comply with the school’s Student Code of Conduct.
- I will take care of books and other materials that the school lends me.
- I will be an active and engaged learner and stay informed on my progress in meeting academic and character goals.
- I will respect the school, teachers, staff, and other students.

My child and I have discussed the School, Parent and Student Pledge and Code of Conduct. In consideration of the unique opportunities offered by LA Promise Fund Charter Schools and our shared investment in my child’s success, we agree to fulfill all pledge commitments.

\_\_\_\_\_  
Parent /Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date



## Attachment C: School, Parent and Student Pledge Review Form

Student Name: \_\_\_\_\_ Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

The School, Parent and Student Pledge Review Form is connected to LA Promise Fund Charter Schools' School, Parent and Student Pledge, which is a set of shared commitments signed at the beginning of each school year by the student and the family. The goal of the Pledge and Review Form is to create the strongest possible partnership between home, school, and student in order to increase academic achievement and success. This will be distributed during parent conferences.

School Home Connection: Academics	S/P/U*	Comments
Student brings all required school supplies and materials		
Student reads every night at home for at least the recommended amount of time.		
Homework & projects are completed and on-time		
Response to teacher contacts are timely and appropriate		
School Attendance & Conduct	Number	Comments
Number of unexcused absences:		
Number of excused absences:		
Number of unexcused tardies:		
Number of behavioral referrals:		
Number of suspension days:		
Parent Engagement: Parents as Partners	Number	Comments
Completed 40 hours of volunteer service		
Attended 2 workshops		
Attended 2 school activities		
Attended 2 parent/teacher conferences		
Technology Workshop (required)		
Response to school and/or teacher recommendations		Comments

\*S=Satisfactory, P=Progressing, U=Unsatisfactory

Information Compiled by: \_\_\_\_\_ Date: \_\_\_\_\_