



## **Fannie C. Williams Charter School School Family Engagement Policy**

In support of strengthening student academic achievement, Fannie C. Williams Charter school receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means of carrying out the requirements of the Every Students Succeeds Act (ESSA) Section 1116.

Parents are encouraged and enthusiastically invited to participate in school-related activities, including those pertaining to curriculum and instruction. Fannie C. Williams understands that parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities including:

- **Parents and families play an integral role in assisting in their child's learning**
- **Parents and families are encouraged to be actively engaged in their child's education**
- **Parents and 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**

Fannie C. Williams Charter School agrees to implement the following requirements as outlined by ESSA Section 1116:

### **A. Annual Title I Meeting**

Fannie C. Williams Charter School will take the following actions to conduct an annual meeting at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the parents' requirements, the parental engagement policy, the school-wide plan, and the school-parent compact. Fannie C. Williams Charter School organizes its Title I Committee to include parents of served students. The committee will:

- **Meet in the Fall and Spring**
- **Convene an annual public meeting to inform parents of the school's participation in Title I Part A, explain its requirements, and the right to be involved**
- **Guide overall program efforts**
- **Develop and implement parental engagement activities**

## **B. Parent Engagement in Academics**

Fannie C. Williams Charter School will build the parents capacity for strong parental engagement. We will engage parents in meaningful interactions with the school. The school 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.

- **Academic Standards will be sent home virtually (i.e. Class Dojo) and in hard copy,**
- **Individual letters will be sent to parents of struggling students along with curriculum and standards, as needed;**
- **Communication of grade-level academic goals will be posted via Class Dojo, Google Classroom, and other school wide web services;**
- **Readily accessible time slots for parent/teacher conferences to discuss curriculum, academic assessments, student progress, and student achievement levels of state standards;**
- **Provide parents with information and examples of state academic assessments, including alternative assessments;**
- **Assistance with frequently monitoring their child's academic progress through school-wide progress monitoring portals (DIBELS, i-Ready, Achieve 3000);**
- **Provide suggestions for parents on how to work with educators to improve the achievement of their children - Parents as Partners Meetings;**
- **Offer parent workshops on an as needed basis in the area of technology;**
- **Offer brochures and reading materials to assist parents in supporting their child's academic success;**
- **Compliance with the requirements of Title I, Part A.**

## **C. Parent Engagement Opportunities**

Fannie C. Williams will offer a flexible number of engagement opportunities at convenient times for families, such as meetings in the morning or evening to engage parents in academics.

- **Parent surveys available at open house/supply drop-off -**
  - Their talents and strengths
  - What do they need from us to better serve their kids
- **Mandatory open house to discuss grades, standards, uniform policy**
- **Monthly progress reports printed from JPAM sent home to parents of students who are in danger of failing**
- **Updated website for school information**
- **Parent/Family Night**
- **Parent invitation to C.L.A.S.S. Board meetings with a written agenda**
- **Parent volunteer appreciation at the end of the year**
  - Parent dinner/lunch

**-Certificate/gift for parent with most volunteer hours**

- **Parent Wednesday Folder/ Communication and update to parents about grades and test**
- **Computer training available to parents (JPAM, Google Classroom)**
- **Translation of all home-school communications to family's native language**

#### **D. Jointly Developed**

Fannie C. Williams Charter School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of the Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any suggestions as soon as practicably possible.

- **At the beginning of the school year during parent orientation and meet and greet meetings, we will meet with parents and other stakeholders. During these meetings, parents will receive information about the school's Parent and Family Engagement Policy and will be informed of their parental right to be involved in the planning and development of the plan through meetings, surveys and questionnaires,**
- **If parents would like to make any changes or add to the plan, they may submit comments on the plan to the school administrator or leadership team. The plan will be given to parents at Open House, sent via mass email and posted to the school's website.**
- **Each quarter, parents will have the opportunity to meet and make changes as needed.**

#### **E. Communication**

Fannie C. Williams will provide parents of participating children timely information about programs under Title I, including:

- a. Parents will receive a description and explanation of the curriculum in use
- b. Parents will have access to information regarding assessments used to measure students' progress. (DIBELS, i-Ready, Edulastic, Achieve 3000, and weekly and quarterly exams)
- c. Parents will receive information regarding Achievement levels of the challenging state academic standards (LEAP Reports)
- d. Opportunities will be provided at regular parent meetings to formulate suggestions and participate, as appropriate, in decisions relating to the education of their children and respond to suggestions as soon as possible.

Information related to school and parent programs, meetings and other activities, will be sent to the parents of participating children in Wednesday Warrior Folders in an understandable and uniform format, including alternative formats, in a language parents can understand.

- **The Parent and Family Engagement Policy/Plan will be sent home at the beginning of the school year and made available on the school website. It will also be discussed with parents during parent-teacher orientation and planning meetings at the beginning of the school year. The policy will be assessed each year based on the number of participants, the number of volunteers, and the responses to the parent surveys and/or questionnaires.**
- **Parents will be involved in planning, reviewing and improving the policy through a yearly review. All parents will have the opportunity to participate in the review.**
- **The parent or the teacher may schedule formal parent/teacher conferences as needed.**
- **Parents may leave a message for teachers during instructional time (8:00 a.m. - 3:30 p.m.) or contact teachers via email or Class Dojo. A directory of staff email addresses can be found on the school's website. All calls or emails should be returned within 48 hours.**
- **Parent satisfaction surveys will be administered for parents/guardians to have an opportunity to evaluate the quality education and services provided to their child/children. The survey includes questions regarding the level of satisfaction concerning:**
  - **The degree of parental engagement opportunities**
  - **The extent to which the opinion of parents is considered**
  - **The quality of communication with the school and teachers**
  - **The educational progress of their child/children**

#### **F School-Parent Compact**

Fannie C. Williams Charter School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how families, school, staff, and students will share the responsibility for improved student academic achievement and develop a partnership to help children achieve the state's high standard and how the plan is used, reviewed and updated.

- **Fannie C. Williams Charter School will hold an annual parent meeting to review and discuss any needed changes to the jointly developed school compact. The compact will outline how the entire school staff, parents, and students will share the responsibility for improved student academic achievement. The compact will describe not only the school's responsibility in providing high quality instruction and curriculum, but the student and parents responsibilities for meeting and supporting the learning process. The compact will address how parents have reasonable access to staff, receive frequent reports on their progress and have the opportunity to volunteer and observe in the classroom.**

#### **G. Accessibility**

Fannie C. Williams Charter School, in carrying out the parent and family engagement requirements of this part, to the extent practicable, shall provide full opportunities for the participation of parents and family members, including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including

providing information and school reports required under section 1111 in a format, and to the extent practicable, in a language such parents understand.

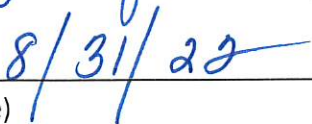
- Parent volunteers will be asked to work with the community to garner support for events such as Family nights, PTO/Board meetings, parent conferences, fundraisers, Thanksgiving luncheons, Trunk or Treat, Fall/Spring Fest and various other parent events.
- Surveys will be sent out to parents to gather input from parents regarding topics of need and to identify barriers to parent participation.
- Parent workshops (Technology, LEAP, Grading, State Standards, Class Dojo, Wit & Wisdom. Eureka, etc.) will be held as needed (interpreters will be available to assist with non-English speaking parents and/or parents with disabilities) to encourage parental engagement in academics.
- Family and community persons will be made aware of the training sessions through resources such as newsletters, use of weekly Warrior Folders, the school sign/marquee, the school website, Class Dojo, and phone call/text outs, etc.

#### H. ADOPTION

This School Parental Engagement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the parent engagement meeting at Fannie C. Williams Charter School.

This policy was adopted by Fannie C. Williams on August 31, 2022 and will be in effect for the period of August 2022 -July 2023. The school will distribute this policy to all parents of participating Title I, Part A children on or before August 31, 2022.

  
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(Signature of Authorized Official)

  
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(Date)