

UPSA Parental Involvement Policy

July 7, 2016

Greene County School System Union Point Steam Academy

Title I Parental Involvement Plan July 7, 2016

The involvement of parents and community members is critical to the success of education. Ongoing efforts will be made to solicit input from parents and community members and to seek their involvement. Members of the school, the community, and parents are involved in the development of the Parent Involvement Plan.

The administration, faculty, and staff of Union Point Steam Academy have met and jointly developed with parents this Title I Parent Involvement Policy. This policy describes the school's expectations for parent involvement. It will be distributed to parents of all students attending UPSA.

Union Point Steam Academy will hold the annual Title I orientation meeting in the month of September 2016.

The purpose of the annual orientation meeting will be to:

- Involve the parents and community of Union Point Steam Academy in revising the Title I School Wide Plan, which includes the Parent Policy, Parent Compact, written in both English and Spanish, and the Title 1 budget.
- Inform parents of the funds allocated to the school and how the funds shall be spent.
- Discuss the school and parental role in the success of their child.
- Inform parents about the guidelines, purpose, goals, their role, and the school's role in the Title I Program.
- Information about school policies and involvement opportunities are communicated through direct parent contact by the administration, teachers, counselor, and school council.

Share information about opportunities for parent involvement and workshops throughout the year. All parents are invited to attend parent meetings and are given copies of the school plan. Parents and Community members are asked to serve on committees such as the School Council, School Improvement Committee, and PTO Council. (This is ongoing). Parent meetings are held during the school day and outside school hours.

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We will hold a series of parent workshops to help parents and families better understand the district's curriculum and the academic assessments used in the classrooms to measure student progress and proficiency levels. Workshops will cover the following topics:

- State and Local Assessments
- Parent University
- Parent Center and Resources
- Curriculum Night
- STEAM Night
- Pre-K to Kindergarten transitions
- 5th grade to 6th grade transitions
- ESOL and Special Education
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Parent input is extremely important to the faculty of Union Point Steam Academy. Parents are given the opportunity to participate in a variety of ways. For example, parents can serve on the school's Title I Committee; RTI (Response to Intervention); and Individualized Education Program (IEP) meetings, volunteer in the Parent Resource Center, and assist with school events. Parents will also have the opportunity to communicate and make suggestions through parent surveys; weekly parent/teacher communication - Student Agenda Books; parent/teacher conferences; progress reports.

Union Point Steam Academy - Parent Compact was developed collaboratively with both parents and staff. The compact outlines how the school staff, students and parents share responsibility for improving student academic achievement. The compact is the means by which the school and parents develop a partnership to enable students to achieve the State's high academic standards. Each year the parents and students will be asked to read and sign the compact and parents are also given a copy for future reference. As students enroll throughout the school year the compact will be provided upon registration. The compact will be reviewed and revised annually through the use of parent surveys late in the spring for the following school year.

The school shall provide assistance to parents in understanding the State's academic content standards and State student achievement standards, State and local academic achievement assessments, and how to monitor a child's progress and work with educators to improve the achievement of their children.

During curriculum night, the leadership reviews with the parent, the UPSA handbook, state testing, other district-wide standardized tests, writing assessments and promotion criteria will be provided at the Title I Orientation meeting. Additional information will be available at Curriculum Night. Workshops will be provided throughout the year to support parents' growing understanding of the standards and tests. Information about test taking strategies will also be made available in workshops, in the newsletter, and on the school's website.

The school will provide parents with their students' scores on standardized tests in a timely manner. Training and/or conferences will be held so that parents can better understand the meaning of results. Additionally, parents will have access to the Parent Portal for the purpose of monitoring the progress

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of their students. The Parent Center will also be available to provide support to parents in understanding all information relating to standards and testing.

The school shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

The school shall ensure that information related to school and parent programs, meetings, and other activities is sent to all parents in a format and, to the extent practicable, in a language the parents can understand. At UPSA, we use a variety of media to communicate with parents concerning school and parent programs, and other activities. These activities include agendas as a weekly form of communication. In addition, we employ school newsletters and phone call-outs to further communication. Parent Portal gives parents electronic access to student's grades. Flyers and stickers are sent home with students notifying parents of special activities. Translations are provided when reasonably possible. Care is taken to write in clear and understandable language. Accommodations for our hearing impaired parents are also provided when possible.

The school may provide necessary literacy training from funds received if the local educational agency has exhausted all other reasonably available sources of funding for such training. UPSA has partnered with community agencies to provide additional resources to teachers and the school. The district will provide educational workshops for parents.

Program Information for Parents: Each school shall provide assistance to parents of participating Title I children in understanding such topics as the state's academic content and achievement standards, the assessments being used, the requirements of Title I, Part A, and how to monitor their children's progress work with educators to improve achievement.

Materials and Training: Each school shall provide materials and training such as literacy and trainings on how to use technology, to help parents work with their children to improve achievement.

Educate Educators: Each school shall educate teachers, pupil services personnel, principals, and other staff 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.

Preschool Coordination: to the extent feasible and appropriate UPSA will coordinate and integrate parental involvement programs with Greene County preschool programs.

Understandable Communication: UPSA shall ensure that information related to school and parent programs, meetings, and other activities, is given to parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

Other Requested Activities: UPSA shall provide such other reasonable support for parental involvement activities as parents may request.

In carrying out the parental involvement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section III in a format and, to the extent practicable, in a language such parents understand.

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UPSA provides the following:

- Translation services for students
- Translators for conferences when necessary
- Special Education parent mentors are available through the Greene County District Special Education Central Office to support parents of Special Needs Students
- To accommodate our disabled parents our school building is handicap accessible

The Title I program focuses on building greater opportunities for parental involvement. Union Point Steam Academy will maintain the following principles that should facilitate parental involvement. These principles will be accomplished through training and instructions of both parents and educators. Provisions for such training and instruction for each of these principles may occur via community meetings, parent workshops, brochures and other media or avenue of learning that is appropriate for the information to be shared with all stakeholders.

1. Union Point Steam Academy acknowledges that as educators we bear the responsibility of helping parents understand federal and state policies and objectives concerning their children's education. It is the goal of the UPSA administration and school staff to provide information to help parents understand the following aspects of public education:
 - State and Federal Title I content standards and student performance standards
 - School Improvement and corrective action process
 - Components of a school wide plan
 - State and local assessments
 - Ways that parents can monitor their children's progress and work with educators to improve the performance of their children, and ways parents can participate in decisions relating to the education of their children.
2. Union Point Steam Academy will offer to the extent feasible and applicable the availability of computer use after school and other Parent Resources where they can learn more about helping their children with literacy.
3. Union Point Steam Academy will work collaboratively with parents to ensure communication to build ties with school and home. This will be facilitated by phone communication, Alert Phone System, classroom newsletters and websites, UPSA website curriculum nights and PTO parent meetings.
4. The Greene County Board of Education will sponsor parent workshops during the 2016 2017 school year.
5. Additionally to the extent feasible, Union Point Steam Academy will work with Business Partners, Mentors, and Greene County Agencies to support the families in our school.

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6. The number of international families in Greene County is increasing. We ensure to the extent possible to provide information related to schools, parent programs and meeting and other activities in the language used in the home.
7. **Full opportunities for the participation for children with disabilities are ensured.**
8. Meetings involving parents will be arranged at a variety of times, such as mornings and evenings, to maximize opportunities for parents to participate in school related activities.
9. Teachers and other educators who work directly with participating children may arrange in home conferences where appropriate and feasible, with parents who are unable to attend conferences scheduled at school.
10. Union Point Steam Academy has an established tutor contact list to support students which is organized through Family Connections.
11. Union Point Steam Academy will, to the extent feasible, provide other reasonable appropriate support for parental involvement activities, as parents request them.

This parental policy for Union Point Steam Academy will be reviewed annually by a variety of stakeholders including UPSA School Council, faculty, staff members, and parents of UPSA students.