

## **Title I Parent Involvement Policy**

It is the intent of the Governing Board of Tucson Youth Development/ACE Charter High School (TYD/ACE) to encourage and support the participation of parents as active partners with the school in enhancing the ability of all students to reach their maximum potential. To achieve this goal TYD/ACE has developed with parents a parent involvement policy. The policy has been incorporated in the school's Consolidated Plan and establishes the criteria for building the school's and parent's capacity for strong parental involvement.

1. Tucson Youth Development/ACE Charter High School (TYD/ACE) will take the following actions to involve parents in the joint development of its school wide parental involvement plan under section 1112 of the Elementary and Secondary Education Act (ESEA) of 1965, reauthorized as the No Child Left Behind Act of 2001 (NCLB Act):
  - Involve parents in Title I decision making and policy development activities;
  - Involve parents in the development of the School-Parent Compact; and
  - Involve parents in the development of the Consolidated Plan and School Wide programs.
  
2. Tucson Youth Development/ACE Charter High School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:
  - Involve parents in the development of the on-going school-improvement plans; and
  - Involve parents in program evaluations.
  
3. Tucson Youth Development/ACE Charter High School will provide the following necessary coordination, technical assistance, and other support to assist the school in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
  - Support planning and implementing parent-involvement activities;
  - Build capacity for strong parent involvement; and
  - Evaluate the parent program annually for participation and quality.
  
4. Tucson Youth Development/ACE Charter High School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the *Parent and Community Teams for School Success (PACT)* program by:
  - Communicating between home and school on a regular, two-way basis;
  - Promoting responsible parenting;

- Providing clear information regarding course expectations, offerings, school activities and Title I programs;
  - Mailing report cards and regular progress reports to parents and holding teacher/parent/administrator conferences as needed;
  - Ensuring parents are welcome in the school and partners in decisions that affect their children; and
  - Notifying parents in writing on an annual basis of their right to request information on the qualifications of their student's classroom teacher and abiding by Section III(n)(6) Parents Right to Know (NCLB).
5. Tucson Youth Development/ACE Charter High School will take the following actions to conduct, with the involvement of parents, an annual meeting and an annual evaluation to consider the effectiveness of the school's parental involvement policy and to involve parents in the development and review of the school-parent compact:
- A. Tucson Youth Development/ACE Charter High School will hold meetings to inform parents about Title I, Part A programs and parental involvement and to explain the rights of parents to be involved in these programs. In order to keep parents informed, the school will invite to these meetings all parents and undertake the actions described below:
- Convene an annual meeting and invite and encourage parents to attend the annual meeting, and
  - Offer a flexible number of additional parental involvement meetings, such as in the morning, evening, or weekends so that as many parents as possible are able to attend.
- B. An annual evaluation of the school's parent involvement program will be conducted to identify barriers to greater participation by parents in parental involvement activities (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). The school will use the findings of the evaluation to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies and/or the school-parent compact using the following protocol:
- Administering a survey by mailing the instrument to the parents of all enrolled students early in the fall semester and again near the end of the school year.
  - The survey will be developed by a committee including parents, the school's parent involvement coordinator volunteer, and two faculty/staff members.
  - Parents and/or guardians will be involved in the development, dissemination, and analysis of the annual evaluation.

C. Tucson Youth Development/ACE Charter High School will jointly develop, with the parents a school-parent compact. The school-parent compact will be a written agreement between the school and the parents that identifies the activities that the parents, the entire school staff, and the students will undertake to share the responsibility for improved student academic achievement. Measures will be taken to involve parents in the development and review of the school-parent compact to inform parents of:

- The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables children to meet the State's student academic achievement standards;
- Ways in which parents will be responsible for supporting their children's learning; and
- The importance of communication between teachers and parents on an ongoing basis through, at a minimum—
  - ◆ Parent-teacher conferences at least annually, during which the compact will be discussed as it relates to the individual student's achievement;
  - ◆ Frequent reports to parents on their student's progress; and
  - ◆ Reasonable access to staff, opportunities to volunteer and participate in their student's class, and observation of classroom activities.

6. Tucson Youth Development/ACE Charter High School will build the school's and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, involved parents, and the community to improve student academic achievement, through the strategies and activities described below:

A. The school will provide assistance to parents of children served by school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Part A,
- how to monitor their child's progress, and
- how to work with educators, by:
  - ◆ providing workshops for parents, teachers, students, and community members,
  - ◆ offering flexible meeting times, for example in the morning, evening, or weekends, for the mandatory annual meeting and all other meetings and activities,

- ◆ identifying conferences that parents may attend and informing parents/guardians of the availability and registration requirements, and
  - ◆ identifying classes available through Pima Community College, the Pima County School Superintendent's office, or other entities and inform parents/guardians of the availability and registration requirements.
- B. The school will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by doing the following:
- Identify adult literacy and bi-lingual literacy programs available in the community and informing parents of the availability and registration requirements of these programs;
  - Apply for grant funding through the 21<sup>st</sup> Century Community Learning Center program to provide adult literacy and English Language Learner classes to parents of students enrolled in the 21<sup>st</sup> Century Community Learning Center program; and
  - Offer parents the opportunity to use the school's computers in the Career Center to access technology and learn to help their children work on courses from home using the Internet computer based curriculum, OdysseyWare.
- C. The school will, with the assistance of parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parents programs and build ties between parents and schools, by doing the following:
- Provide professional development on site at the school, in which parents and guardians are asked to participate at least 4 hours during the school year, with the express purpose of educating school personnel in the nuances of parent outreach initiatives; and
  - Continue and expand the school's efforts to encourage teachers to contact parents regularly by telephone or email to communicate the teachers' impressions of the academic and social development of students.
- D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with the Parent and Community Teams for School Success (PACT) Program, a component of the ABC Dropout Prevention and Intervention Series; Parents as Teachers Program; Pima Community College; and the Joint Technical Education District (JTED) programs; and conduct other activities, such as parent resource centers, that encourage and support

parents in more fully participating in the education of their children, by doing the following:

- Involve parents in Title I decision making and policy development activities;
- Offer flexible meeting times, for example, in the morning, evening, or weekends, for the specified annual meeting and all other meetings and activities;
- Provide opportunities for additional meetings if requested by parents;
- Inform parents about these programs during pre-enrollment interviews in which all new applicants for enrollment are required to participate with their parents;
- Ask parents to participate in meetings provided by the school's Transition Counselor at which these programs are discussed; and
- Offer parents the opportunity to participate in sessions with the school counselor and their children to discuss the student's Educational and Career Action Plan (ECAP).

E. The school will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- Invite parents in written form and by telephone in English and Spanish to attend the annual meeting to inform them about the school's participation in Title I, Part A programs and explain the requirements and their right to be involved;
- Invite parents in written form and by telephone in English and Spanish to attend regularly scheduled informational meetings; and
- Implement effective outreach to inform parents of limited English proficient children of how those parents can be involved in their children's education and active participants in helping their children attain English proficiency, high achievement levels in core academic subjects, and meet State standards.

This school wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs. This policy was adopted by Tucson Youth Development/ACE Charter High School on \_\_\_\_\_ and will be in effect for the period of \_\_\_\_\_. The school will distribute this policy to all parents of participating Title I, Part A children on or before \_\_\_\_\_.