

## **2018-19 Baton Rouge College Prep Parental Involvement Policy**

*This policy was developed and decided upon with the parents of students of Baton Rouge College Preparatory Charter School.*

### **PART I. GENERAL EXPECTATIONS**

Baton Rouge College Preparatory Charter School agrees to implement the following statutory requirements:

- The charter school will put into operation programs, activities and procedures for the involvement of parents with children in Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the charter school will ensure that its parental involvement policy meets the requirements of section 1118(b) of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The charter school will incorporate this parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the charter school will 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 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the charter school will submit any parent comments with the plan when the charter school submits the plan to the State Department of Education.
- The charter school will involve the parents of children served in Title I, Part A in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent.
- The charter school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*

*(A) that parents play an integral role in assisting their child's learning;*

*(B) that parents are encouraged to be actively involved in their child's education at school;*

*(C) that 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;*

*(D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

- The charter school informs parents and parental organizations of the purpose and existence of the:

Louisiana Parental Information and Resource Center  
520 Olive Street, Suite C-4  
Shreveport, Louisiana 71104

**PART II. DESCRIPTION OF HOW THE CHARTER SCHOOL WILL IMPLEMENT REQUIRED PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. Baton Rouge College Prep will take the following actions to involve parents in the joint development of its parental involvement plan under section 1112 of the ESEA:

**Actions:** All parents will be invited and encouraged to attend a Title I Parent and Family Engagement Review meeting on September 21, 2018 where the policy will be developed/reviewed. Parents who cannot attend will have the opportunity to provide feedback through an online link on the school's website or with a copy of the policy upon request.

2. Baton Rouge College Prep will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

**Actions:** All parents will be invited and encouraged to attend school planning meetings and PTO meetings throughout the year.

3. Baton Rouge College Prep will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A school. The

evaluation will include identifying 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 charter school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

The current Parent and Family Engagement Policy, developed and decided upon with the parents/family members of Baton Rouge College Prep students, will be reviewed at the end-of-the-year PTO meetings, through the end of year family surveys, and electronically throughout the year on the school website via a comment link. All feedback received will be considered and kept for review.

At each parent-focused meeting, barriers to greater participation by parents/families will be reviewed. Parents may also advise of barriers via the link on the school website.

Participants at all parent meetings will be surveyed for their needs to assist with learning of their children, including engaging with school personnel and teachers, and suggestions of strategies to support successful school and family interactions.

6. Baton Rouge College Prep will build the school's and parents' 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 following activities specifically described below:

- A. Hold an annual meeting to inform parents of the charter school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The charter school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The charter school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.

On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The charter school will respond to any such suggestions as soon as practicably possible.

Provide each parent timely notice when their child has been assigned or has

been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.

The charter school will provide assistance to parents 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:

**Actions:** Parents will be invited to all school wide planning meetings, an annual Title I meeting, SBLC meetings, report card conferences, academic meetings, testing meeting, and other school events. If parents request meetings other than those listed, the school will oblige as soon as practically possible.

All parents will be invited to attend Family Orientation in August. The annual meeting will be held at that time. A presentation with annual meeting information will be available in the front office and the information distributed will be sent home for any parents who were unable to attend Orientation.

All parents will be invited and encouraged to attend Open House in September 2017, which will include academic information on the school's curriculum and state academic content standards. Parents will receive their child's individual student reports for state assessments each year at the academic meeting.

All parents will be invited and encouraged to attend Report Card Conference Days, where they will meet with teachers about student's progress in the curriculum through grades, interim assessment scores, and STAR reading and math progress. Teachers will contact parents in advance of report card distribution for any child who is at risk of failing a grade.

All parents will be invited to a parent testing meeting on state academic achievement standards, state and local academic assessments, and how to monitor their child's progress via the SchoolRunner Parent Portal.

- B. Baton Rouge College Prep 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:

All parents will be invited and encouraged to attend the Open House, which will include academic information on the school's curriculum and state academic content standards. All parents will be invited and encouraged to attend Report Card Conference Days, where they will meet with teachers about student's progress in the curriculum through grades, interim assessment scores, and STAR reading and math progress. Teachers will share content specific resources during these meetings and will send home the resources to parents who do not attend. Teachers will contact parents in advance of report card distribution for any child who is at risk of failing a grade. All parents will be invited to a parent testing meeting on state academic achievement standards, state and local academic assessments, and how to monitor their child's progress via the SchoolRunner Parent Portal.

- C. Baton Rouge College Prep will, with the assistance of its 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 parent programs and build ties between parents and the school, by:

All staff will receive training in effective parent communications during summer professional development in July. A refresher training on parents as partners will be conducted prior to the first Report Card Conference Day.

- D. Baton Rouge College Prep will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Special Education, ESL, Migrant and Delinquent, Homeless, Foster Care, Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other 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:

Parent and Family Engagement activities will be coordinated and integrated to the extent feasible and appropriate, with other relevant Federal, State, and local laws and policies. The school maintains a Parent Resource Center with the school counselor for the school to refer parents.

Note: Baton Rouge College Prep is a middle school and does not serve preschool students at this time.

- E. Baton Rouge College Prep 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:

Information related to school and Parent and Family Engagement will be sent to parents in a format and, to the extent practicable, in a language the parents can understand. Baton Rouge College Prep uses paper flyers, social media, SchoolRunner, and the OneCall messaging system to communicate with families.

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**PART IV. ADOPTION**

This Charter School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by agendas and sign in sheets.

This policy was adopted by Baton Rouge College Prep on July 30, 2018 and will be in effect for the 2017-18 school year. The charter school will distribute this policy to all parents of participating Title I, Part A children on or before September 30, 2018.

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*(Signature of Authorized Official)*

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*(Date)*