

SCHOOL DISTRICT OF PHILADELPHIA

Hill-Freedman World Academy

PARENT INVOLVEMENT POLICY

2017-2018

PART I. GENERAL EXPECTATIONS

Each school in its School-wide Parental Involvement Policy must establish the school's expectations for parental involvement. *[Section 1118(a)(2), ESEA.]*

The Hill-Freedman World Academy agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with 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 school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district wide parental involvement policy into its School District of Philadelphia plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools 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 School District of Philadelphia's plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.

- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools 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 school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

[NOTE: The School- wide Parental Involvement Policy must include a description of how the school will implement or accomplish each of the following components. [Section 1118(a)(2), ESEA.] Regardless of the format the school chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.]

1. The **Hill-Freedman World Academy** will take the following actions to involve parents in the joint development of its school-wide parental involvement plan under section 1112 of the ESEA:
 - Meet with Home and School Association and School Advisory Council to assess parents' and students' needs and interests
 - Recruit members for the Home and School Association and School Advisory Council
 - Design ways to support programs and improve communication
 - Provide incentives to students, teachers and parents for involvement, attendance, etc.
 - Ensure that learning information and timelines are distributed early
 - Invite participation for in-class activities and school trips
 - Sustain college partnerships with the University of Pennsylvania, Temple University, Drexel University, and West Chester University and Arcadia University.
 - Invite and create workshops (Safety, HS Application Process, College Application Process and FAFSFA, International Baccalaureate (IB) Programs and requirements, SIS, etc.) for families
 - Provide all IB and Title I documents for review via a link on school website
 - Invite parents and families to concerts and assembly programs and annual Soul Food Potluck
 - Invite parents and families to participate in Chat and Chews with the Principal

- Encourage parents and families to join school-wide email chain with Home and School Association
 - Encourage parents and families to participate in School Survey
 - Encourage parent volunteers to support the opening and operation of school library and main office
 - Develop parent feedback Google form for school website
 - Provide a Home and School Association Office
 - Encourage parents and families to be part of our “Living Library” program to build international-mindedness
 - Encourage parents to support our international trips and record release
2. The **Hill-Freedman World Academy** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

*Parents were invited to review Title I documents on **OCTOBER 18, 2017**. Invite parents to planning meetings and provide information and invitations via School Messenger, Home and School meetings, school webpage, letters home, and the school newsletter. Parents will be invited via memo home to participate in the discussions and continued development of the Comprehensive Plan, including the federal requirements addendum.*

3. The **School District of Philadelphia** will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
- In collaboration with the Grants Compliance Monitor, School-Community Liaisons, Philadelphia Home and School Council (PHSC), Title I Parent Advisory Committee, The Philadelphia Right to Know Educational Task Force, PARENT POWER, and other parent groups, provide workshops to schools on parent engagement.
 - Provide professional development by parents/caregivers for new and existing principals and other administrators on how to develop promising partnerships with parents/caregivers.
 - Train new and existing staff with parental engagement duties (e.g., School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, and Bilingual Counselor Assistants) to assist school sites in implementing parental engagement.
 - Make available the staff of the Office of Educational Equity, Office of Specialized Instructional Support, and Office of Family and Community Engagement staff for technical assistance.
 - The Grants Compliance/Title I Office will provide technical assistance to schools and parent organizations, such as the Title I Parent Advisory Committee (PAC), Home and School Associations, The Philadelphia Right to Education Task Force, PARENT POWER, and other organized parent groups.
 - Provide coordination of professional development efforts through the Office of Leadership and Development.
 - Provide workshops to parents on supporting student achievement and parent engagement.
4. The will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head

Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:

N/A

5. The **Hill-Freedman World Academy** 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 programs. 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 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.
 - Parents will have opportunities to attend “Chat and Chews” with the principal to voice their concerns and recommendations
 - Parents will have access to the PA state required School Comprehensive Plan
 - Parents will have access to the Parental Involvement Policy and Parent Compact through the Home and School Association and the school website
 - Parents will be surveyed at the end of the year to assess and evaluate the effectiveness of the Involvement Policy (via District Survey)
 - Results will be shared with parents via the Home and School Association and online via the District’s website under schools
 - Parents will provide feedback as part of IB Middle Years Program evaluation
6. The **Hill-Freedman World Academy** 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, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - A. The **Hill-Freedman World Academy** will, with the assistance of the School District, provide assistance to parents, 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 Title I-Part A,
 - how to monitor their child’s progress, and
 - how to work with educators.
 - *Parent workshops on accessing the school website and online lessons, homework and grades*
 - *Memos and information sent home as provided by PDE*
 - *The Title 1 Informational Meeting will be held on **October 18, 2017***

B. The **Hill-Freedman World Academy** will, with the assistance of the School District, 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:

- *PSSA and Keystone workshops*
- *Science Fair Workshops*
- *Family Net training offered during Home and School Meeting in November*
- *Navigating Gradebook*
- *IB Parent Workshops*
- *High School Application Workshops*
- *College Application and FAFSA Workshops*

C. The **Hill-Freedman World Academy** will, with the assistance of the School District, 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 schools, by:

- *Email Chain (grades 6-12)*
- *Monthly Newsletter and fliers*
- *Presentations at Home and School Meetings Monthly*
- *School web page*
- *MTSS Meetings*
- *Student Handbook & Code of Student conduct*
- *Report Card conferences*
- *Interim Reports*
- *Individual correspondence of test assessment info*
- *IEP conferences*
- *Interagency meetings*
- *Parent input forms and information forms for students with special needs*
- *E-mail*
- *Phone calls, parent conferences and home visits*
- *High School Selection Process*
- *Online lesson plans*

D. The **Hill-Freedman World Academy** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with 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:

*Parents have access to the school writing center where several computers are available for their use and a Chromebook Cart (purchased out of Title I funds in 2016). Throughout the year will provide parents support and engage them with the creation of or participation in school programs (Science Fair Project, PSSA testing, Keystone testing, High School Selection, International Speakers Panel, Home and School Association Meetings [town hall style with teachers and the administrator]; Planning school events and assemblies, International Baccalaureate training, **College Application and FAFSA applications**).*

E. The **Hill-Freedman World Academy** 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:

- Back-to-School night brochures
- Monthly Newsletter and fliers
- Presentations at home and School Meetings and SAC Meetings
- School web page
- Student Handbook & Code of Student Conduct
- Report Card conferences
- Interim Reports
- Individual correspondence of test assessment info
- IEP conferences
- Interagency meetings
- Parent input forms and information forms for special needs students
- E-mail
- Phone calls, parent conferences and home visits
- Online lesson plans and assignments
- High School Selection Process

For interpretive services, HFWA utilizes the *Pacific Interpreters Access* program offered by the Office of Parent, Family, Community Engagement and Faith Based Partnerships

PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: The School's Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

* * * * *

PART IV. ADOPTION

This **Hill-Freedman World Academy** School Parental Involvement Policy has been developed jointly with, and agreed on with, parents as evidenced by _____.

The school will distribute this policy to all parents on or before October 31, 2017.

(Signature of Principal)

(Date)