

Title I: School and Family Engagement Policy 2020-2021

Background and General Expectations

Section 1116 of the Elementary Secondary Education Act (ESEA) requires the involvement of parents, families and key community members of our students in the creation and implementation of Title I projects. Consistent with this policy, Sugar Creek Charter School will work to ensure that we are meeting the requirements.

Purpose

Our goal of this Parent and Family Engagement Plan is to strengthen the partnership between school and home by engaging stakeholders with intentionality to aid in the involvement of the school.

- I. Parent involvement involves the active participation of stakeholders in an ongoing two-way communication that involves student academic learning in a meaningful way.**
 - A. Participants in plan development:
Parents-Ambra Matin, Tabisa Dixon and Nichole Corley
Staff- Cherie Graham, Richard Russell, Gernavia Leverette, Tawana Wiggins, Kristella Cooper, and Stephanie Crank
 - B. Parent engagement team formation process:
 1. Ensure representation from each level of the school (elementary, middle and high school) to include school administrator, teacher and parents
 2. Partnership for Parental Involvement with Henderson Collegiate Charter School, Junior League of Charlotte, The Rotary Club, UNCC, The Belk Foundation, Jack and Jill of America, Inc. (Charlotte Chapter) and The Flying Classroom.
 3. We developed a policy based on the requirements

How Sugar Creek Charter....

A.) Builds Parental Involvement

1. Educate teachers and other staff to work with parents by providing training in this area throughout the school year. This is done by training our staff how to reach out to, communicate with and build relationships with critical stakeholders as equal partners in the process of improving student achievement.
2. Provide materials, resources and training to help parents work with their children (Open House, Walk-A-Night, homework assistance, etc.)- students and parents receive log-in information for sites such as IReady and Canvas). Communication such as ConnectED messages and emails that address various ways parents are able to be

involved with their students academics. Teachers send out weekly reminders and updates to keep parents in the loop about classroom news for the week ahead. Sugar Creek Charter provide all families an equal opportunity to meet with teachers without disturbing their workplace, making accessibility comfortable for all parties. Teachers have daily designated office hours that are posted and families are made aware of. Parent-teacher conferences are held at the end of every quarter and at the request of the parent.

High school parents are invited to a variety of meetings and workshops throughout the school year.

Spanish translators are on staff and provided as needed to all meetings.

We also host Open House for all grade levels where families are given the opportunity to meet with teachers and other staff. There is an overview of grade level standards and expectations of the school year.

An annual parent event called “Walk-A-Night In Your Child’s Shoes” is held annually each Fall to provide parents the opportunity to walk an evening in their children’s shoes. Parents interact with teachers as their children do on a normal school day.

Parents participate in a modified student schedule and experience their day through the lens of their student.

3. Provide assistance to parents in understanding their child’s progress, performance standards, assessments and Title I and participating in decisions as they relate to the education of their child. Parents are invited to quarterly parent-teacher conferences, MTSS meetings, IEP meetings and Parent Engagement Team meetings.
4. Ensure that information that is related to parent involvement is offered and sent out in the language in the home.
5. Search and create other activities as appropriate and feasible that are designed to assist parents with becoming full partners in the education of their child.
6. Integrate parental involvement programs, events and activities by modeling parent involvement at the head of school level planning, school leaders intentionally integrate this involvement in as many other things as possible.
7. Develop roles that are appropriate for community-based organizations and businesses- community partnerships and volunteers are aligned to the needs and goals of the school. This will be addressed in an orientation session.

B.) How we will implement the parental involvement policy

1. The parental involvement policy will be available for parents to access and review on the Sugar Creek Charter School website.
2. A hard copy will be made available for parents in the front office upon request.

C.) Meetings

1. A Parent Engagement Team has been established and meetings will convene the fourth Monday of every month at 5:30 p.m. based on the feedback we received for the times most convenient for most of our families.
2. Parents will be informed of the requirements and participation needs of Title I.

3. Parents will be notified about upcoming meetings through our school website school newsletter, Remind, and social media platforms.
4. Parents will be provided with dates and times in a timely manner about Title I meetings, Parent Engagement Team Meetings and other applicable meetings.
5. Sugar Creek Charter School, by the request of the parents, will provide opportunities for meetings to formulate suggestions and to participate, as deemed appropriate by the Superintendent, in decisions about the education of their children. A response to any suggestion will be provided in the following manner:
 - a. Pre-arranged meetings
 - b. Through meetings set up with the student's teacher(s) which may include key staff members, as appropriate.

D.) School-Parent Compact

- A. Compacts will be distributed electronically on November 20, 2020. We will send out via Remind, email and will also be published on the school website under the Student Engagement Tab (found under Parent Resources). Hard copies will be available at the front desk of the school office.

E.) Title I Part A Planning

- A.) Parents were invited to attend the creation of the Parent Policy at our Parent Engagement Team Meeting on November 16, 2020 and will be encouraged to continue to give the school feedback about the policy. The Leadership Team will ensure that parents are notified of Title I meetings, with advance notice and will leverage the parents that sign up to volunteer for these committees during our Title I meetings/events. At the conclusion of each family program or event, a parent survey will be given.

F.) Opportunities and Parent Information

- A.) We will provide all parents and families with the following:
 1. Assessment results of their child's performance-each teacher will inform parents how to access progress reports, report cards, and ongoing monitoring of grades through PowerSchool. Each student is given a letter explaining the results of their EOG or EOC scores as soon as the official results are received.
 2. School Performance Profiles- Parents will be informed of any changes or new developments in standard testing via ConnectEd messages and email.
 3. Information about Title I and school compacts are posted on the school website and will be sent home when students return to the building.
 4. Timely response times to suggestions, concerns or questions brought to the school's attention by parents will be addressed within a 48 hour window and be communicated with clarity, both negative and positive reports from school about scholars.
 5. An explanation and description of the curriculum, assessment form as well as proficiency levels and state standards by grade. Various meetings with parents

and family events throughout the school year will support teachers in engagement with families.

6. Opportunities to volunteer and participate within various areas of the school and reasonable access to staff and personnel.
 - Teachers have Remind accounts, email, and Canvas as avenues to make and receive contact.
 - Parents, family members, and community members will be given multiple opportunities to be incorporated in the decision making process as it relates to the education and well-being of their children.
 - Sugar Creek Charter will also provide in a language they understand, give opportunities for stakeholders with disabilities, limited English proficiency, and/or migratory children to still be able to communicate with our staff.
 - Regular IEP and MTSS meetings are held to allow families of identified students, to be actively involved in the goals and plans for their children. This will also be done in a language they can understand.
 - Sugar Creek will provide training and aid to parents on such topics as:
 - a.) Navigating through Virtual Learning
 - b.) Ways I Can Better Assist My Scholar
 - c.) Principal/Parent Sessions

G.) Promote academic success

- A.) We will commit to delivering a curriculum that is rigorous and enriches all of our students that are directly aligned to the state's academic standards
- B.) Small group instruction targeted for specific needs of students.
- C.) Provide intervention services to students who need an additional layer of support.