



DRAFT: School Parent and Family Engagement Policy

KIPP Antioch College Prep Elementary 2018-2019 School Year

In support of strengthening student academic achievement, **KIPP Antioch College Prep Elementary** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

KIPP Antioch College Prep Elementary agrees to implement the following requirements as outlined by Section 1116:

- Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school improvement plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of families and the school, distribute it to the families of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of families with limited English proficiency, families with disabilities, and families of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language families understand.
- If the school improvement plan under Section 1114(b) of the ESSA is not satisfactory to the families of participating children, submit any family comments



on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:
 - Parent and Family Engagement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) families play an integral role in assisting their child’s learning;
 - (B) families are encouraged to be actively involved in their child’s education at school;
 - (C) families 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; and
 - (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

Description of how the school will implement required school parent and family engagement policy components:

JOINTLY DEVELOPED

KIPP Antioch College Prep Elementary will take the following actions to involve families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by families, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

During scheduled parent engagement meetings throughout the school year, parents will have the opportunity to offer feedback to KACPE’s student and family handbook. Upon receipt of the parental feedback, KACPE administration will post a revised copy of the handbook.

ANNUAL TITLE I MEETING

KIPP Antioch College Prep Elementary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the families’ requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Friday, September 28th, KACPE will host its first annual Title 1 meeting. This will be used to inform families of the requirements of Title I and the school’s participation as well as the families rights to be involved. The Annual Title I meeting will be used to ask for family input and provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.

COMMUNICATIONS

KIPP Antioch College Prep Elementary will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand:

KACPE's student and family handbook will be distributed to families during the second week of school. Students will take them home in their homework folder. Also, the student and family handbook will be located on KACPE's homework folder.

SCHOOL-PARENT COMPACT

KIPP Antioch College Prep Elementary will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

During family engagement meetings, families will have the opportunity to review the school-parent compact and offer feedback for revisions. After revisions are made, an updated version will be posted on the official KACPE website.



COORDINATION OF SERVICES

KIPP Antioch College Prep Elementary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support families in more fully participating in the education of their children by:

KACPE will partner with the YMCA (Fun Company) to offer before and after childcare for families. Students will have the opportunity for enrichment and extra-curricular activities. KIPP Nashville is partnering with Relay Graduate School of Education to train and license teachers.

BUILDING CAPACITY OF SCHOOL STAFF

KIPP Antioch College Prep Elementary will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of families, in the value and utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and the school by:

Throughout the school year, KACPE teachers will participate in professional development and region-wide conferences regarding literacy, numeracy, early childhood development, and parental engagement. KACPE is also partnering with Relay Graduate School of Education to build capacity for staff.

KIPP Antioch College Prep Elementary will provide other reasonable support for parent and family engagement activities under Section 1116 as families may request by:

KACPE will host a parent academy program. During this program, parents will be trained on how to academically support their student. Parents will learn research based strategies that will develop students academically.