



Policy Title: Parent and Family Engagement Policy

Revision History

Effective Date	Action Date	Revised
August 2018	Update Policy	June 19, 2019
	Update and Combined School-Family Compact	November 17, 2022.
	Update School-Family Compact and Parent and Family Engagement Policy	October 17, 2023.

Dual Immersion Academy (DIA) believes that parent involvement is vital to a successful school and optimal student achievement. Parents who enroll their children in DIA should do so with the understanding that their involvement is crucial to the success of their child’s education and the school. Parents are encouraged to volunteer at the school each year. We believe every family has talents, skills, services, and ideas that need to be shared with our school to make DIA a remarkable place to learn and grow for our students. The Parent and Family Engagement Policy describes both parent engagement expectations and DIA’s role in involving parents, providing support for parents, coordinating parent engagement in schools, and evaluating the effectiveness of the policy in improving the academic quality of schools.

PART I. GENERAL EXPECTATIONS

The following Parent Involvement Policy—created and developed jointly with parents, School Community Council (SCC) members, and members of the administration and in conjunction with section 1116 of the Every Student Succeeds Act (ESSA)—sets forth the parameters and conditions for parental involvement in the educational programs at DIA which are supported in part by Title I program funds.

1. Parents elected to be on the School Community Council (SCC) will be involved in the planning, review, and improvement of parent and family engagement policy and programs, and school improvement plans – including Title I school-wide improvement plan and the School-Family Compact.
2. All parents/guardians of students at DIA are invited to attend the monthly school community council (SCC) meetings. These meetings are held every fourth Tuesday of the month at 4:30 pm at DIA. The meeting schedule is provided in the registration package, posted on

the website, in the weekly newsletter, and a reminder is sent monthly in ClassDojo. Parent suggestions, comments, and concerns are a top agenda item every month. There is also a comment box in the front office for parents/students/others to share information anonymously. These are read each month during community council as well.

3. Parents are invited to participate in the creation of the school-wide plan through our yearly letter regarding school improvement. Two parent positions on the DIA school leadership team create the school-wide plan. The plan is developed with input from parent/student focus groups as well as educator interviews. Both the school community council will review the school-wide plan yearly and the board will approve the plan.

SHARED RESPONSIBILITIES FOR HIGH-STUDENT ACADEMIC ACHIEVEMENT

As a component of the school-level parent and family engagement policy, DIA shall jointly develop with parents for all children a school-parent compact, titled, School-Family Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. The School-Family Compact can be found on the school's website, www.diacharter.org as well as in each student registration form. Such compact shall —

(1) Describe DIA's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standards and the ways in which each parent will be responsible for supporting their children's learning, volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and

(2) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum —

(A) DIA will hold three APTT meetings per year to improve academic achievement.

(B) Student Parent Teacher Conferences, at least once a year, during the conference shall be discussed as the compact relates to the individual child's achievement.

(C) Frequent reports to parents on their children's progress.

(D) Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.

- (E) Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

PART II. POLICY IMPLEMENTATION

DIA will actively work to provide ongoing, effective, and efficient communication to our families through the following practices:

- (1) Convene an annual meeting, at a convenient time, to which all parents shall be invited and encouraged to attend, to inform parents of their school's participation under this part, and to explain the requirements of this part and the right of the parents to be involved.
- (2) Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.
- (3) Provide parents —
 - a. Timely information about programs under this part.
 - b. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards.
 - c. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

BUILDING CAPACITY FOR INVOLVEMENT

DIA will build the capacity of schools and parents for strong parental engagement through activities and strategies, such as:

- 1. DIA will actively work with the School Community Council and parents to ensure strong parental and familial engagement. This will include:
 - a. Annual focus groups with parents in both Spanish/English.
 - b. Annual surveys of parents in both Spanish/English.
 - c. Annual elections to School Community Councils.
 - d. Open comments during board meetings.

- e. A comment box in the front office for anonymous commentary.
 - f. Student Parent Teacher Conferences, Back to School Night, School Community Celebrations, and other programs aimed at improving parent capacity.
2. DIA works with parents and families to build the capacity of all its faculty and staff to value parents/family contributions and actively seeks new ways to reach out to, communicate with, and work with parents as **equal partners**; implement and coordinate parent programs; and build ties between parents/families and the school.

DIA actively provides information related to school and parent and family programs, meetings, and other activities to the parents and family members of participating children in the following ways:

- written flyers in both Spanish and English on Thursdays (communication days).
- Invite community partners to information fairs at DIA.
- Through ClassDojo.

****If a parent requests a service that the school can provide or partner with easily and effectively, the school will seek to service this request in the best way possible. This might be providing flyers regarding the service, this might be a parent workshop during the school day, or an after-school activity.**

PART III. PARENTAL ENGAGEMENT POLICY COMPONENTS

DIA -

- (1) Shall assist parents of children served by the school, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of this part, and how to monitor a child's progress and work with educators to improve the achievement of their children.
- (2) Will listen to parents and learn what parents think, dream, and worry about in an effort to gain partners in education.
- (3) Shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental engagement.
- (4) Shall educate teachers, student services personnel, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners: working side by side with parents to, implement and coordinate parent programs, and build ties

between parents and the school through regular personalized communication, and modeling of learning support strategies.

(5) Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

(6) May involve parents in the development of training for teachers, and other educators to improve the effectiveness of such training.

(7) May train parents to enhance the engagement of other parents.

(8) May arrange school meetings at a variety of times, or conduct home visits between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental engagement and participation.

(9) May adopt and implement model approaches to improving parental engagement;

(10) May develop appropriate roles for community-based organizations and businesses in parent engagement activities.

(11) Shall provide such other reasonable support for parental engagement activities under this section as parents may request.

PART IV. ANNUAL EVALUATION

DIA will conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of all schools served under this part, including identifying—

- Barriers to greater participation by parents in activities authorized by this section (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); Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1116. PARENT AND FAMILY ENGAGEMENT.
- The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.
- Strategies to support successful school and family interactions. DIA uses this data to determine goals and allocate resources for our school. This helps us meet the needs of parents and families, thus closing the achievement and opportunity gap at DIA.
- DIA will present this information to the School Community Council, the board, and the faculty/staff to design strategies for more effective family engagement and to revise family engagement policies.