



GLOBAL SCHOLARS ACADEMY

☎ : 919.682.5903 ☎ : 919.956.8535
✉ : info@globalscholarsacademy.org
📍 : 311 Dowd Street Durham, NC 27701
🌐 : www.globalscholarsacademy.org

Parent and Family Engagement Policy *Global Scholars Academy* **2021-2022**

Global Scholars Academy board of education acknowledges the importance of family engagement in a scholar's academic success and is certain that the education of children is an ongoing collaborative partnership between the home and school. Parents and other family members are their children's first teachers; therefore, the continued involvement of parents and family members in the educational process is most important in cultivating and improving educational achievement. School officials and personnel will strive to support and provide parents and family members with meaningful opportunities to become involved in the design and implementation of the Title I program and activities in order to help students meet state and local achievement standards.

A. DEFINITION OF PARENT AND FAMILY ENGAGEMENT

For the purposes of this policy, the term "parent and family engagement" means the participation of parents, guardians, and other family members in regular, two-way and meaningful communication involving student learning and other school activities, including ensuring the following:

- Parents and families play a vital role in supporting their child's learning.
- Parents and families are encouraged to be actively involved in their child's education at school.
- Parents and families are full partners in their child's education and are included, as appropriate, in decision-making and on the School Improvement Team to assist in the education of their child.
- Global Scholars Academy hosts events to support parent and family engagement in Title I programs.

B. PURPOSE AND OPERATION OF TITLE I PROGRAM

The Title I program is a federally supported program that offers assistance to educationally and economically disadvantaged children to help ensure they receive an equitable, high-quality, well-rounded education and meet the schools challenging academic standards. The Title I program delivers instructional activities and supportive services to all students over and above those provided by the regular school program.

C. ANNUAL MEETING AND PROGRAM EVALUATION

Global Scholars Academy takes the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parental involvement policy, the school wide plan, and the school-parent compact.

On the third Thursday in August of each school year, Global Scholars Academy will hold its Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved.



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Communication of Meeting

- Written invitation in English and Spanish to go with students in their Take Home Tuesday folder
- Use of the Class Dojo app to send notices home in English and Spanish
- Automated calls and text messages sent home at least one week before the meeting using Bright Arrow communication
- Posted on Global Scholars Academy website calendar
- Posted in common entrance of the school

D. PARENT AND FAMILY ENGAGEMENT EFFORTS

The board believes that the engagement of parents and family members in the design and implementation of the Title I program will increase the effectiveness of the program and contribute significantly to the success of the children. The Title I staff, and all school personnel shall strive to conduct outreach to parents and family members and involve them in activities throughout the school year.

School leadership shall ensure that this parent and family engagement policy and plan is developed with, agreed upon with and annually distributed to parents and family members of participating students.

In addition, school officials and Title I school personnel shall do the following:

1. Involve parents and family members in the joint development of the Title I program and school support and improvement plan and the process of school review and improvement by including parents on the school advisory committee, which is a committee within the School Leadership Team;
 - Parents are elected or selected to the School Leadership Team from each grade level bands: K-2, 3-5, & 6-8 at the beginning of the school year. Parents are asked to serve a two-year term.
 - Parents provide feedback to the School Leadership Team to inform Title I plan and budget.
2. Provide coordination, technical assistance and other support necessary to assist and build the capacity in planning and implementing effective parent and family engagement activities that are designed to improve student academic achievement and school performance.
 - Parent conferences
 - Grade level meetings
 - Progress reports
 - State reports
 - Website
3. Coordinate and integrate parent and family engagement strategies in the Title I program to the extent feasible and appropriate with parental engagement strategies established in other



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- federal, state, and local laws and programs; Providing opportunities for parents to support their children's learning by:
- Volunteering in their child's classroom
 - Observation of classroom instruction and activities
 - Volunteering in extracurricular activities
 - Attending trainings on how to support their children
 - Volunteering in school activities
 - Promoting and supporting homework at home
 - Ensuring homework assignments are completed at home
4. Conduct a meaningful parent engagement annual evaluation of the content and effectiveness of the school parent and family engagement policy and program in improving the academic quality of the school and assisting students to meet the school's academic standards. This evaluation shall identify the following:
- a. barriers to greater participation by parents in activities authorized by this section (with 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).
 - b. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers, and
 - c. strategies to support successful school and family interactions.
- The school will use these findings to design evidence-based strategies for more effective parental engagement, and revise, if necessary, the parent and family engagement policy. By:
- Collect and measure parent attendance data at all meetings
 - The school provides interpreters for parent meetings, conferences, informational workshops, and programs
 - Conduct surveys after each parent planned program
 - Schedule conferences and programs to meet the needs of parent schedules
 - Translation of all-important school documents
5. Provide parents with a description and explanation of the curriculum used at the school, the forms of academic assessment used to measure student progress, and the achievement levels of challenging State academic standards by:
- Sharing a description of educational software programs, curriculum and assessments used by our students on the website, during monthly Parent & Family Engagement meetings and in the weekly newsletter.
6. If requested by parents, the school will offer opportunities for regular meetings to formulate suggestions and the participation of parents, as appropriate, in making decisions that are related to the education of their children and respond to any suggestions as soon as practicably possible.
- This is accomplished during the Leadership Team meetings, which is an open forum.



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- Suggestions may be made at the end of every Parent & Family Engagement Meeting.
- Parents may make suggestions during parent conferences.

E. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

As a component of the parent and family engagement policy, the school shall jointly develop with parents a school-parent 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. This compact will

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children to meet the challenging State standards, and the ways in which each parent will be responsible for supporting their children's learning;
 - Volunteering in the classroom and schoolwide activities (assemblies, field day, field trips, carpool duty, hall monitoring, proctoring for assessments)
 - Supporting students with homework, positive behavior, and attending special events
2. Address the importance of communication between teachers and parents on an ongoing basis.
 - a. Parent-teacher conferences are held twice a year.
 - Parents are encouraged to conference with teachers as much as needed to ensure an understanding of their child's academic status during which the compact shall be discussed as it relates to the individual child's achievement.
 - b. Written quarterly progress reports are sent to parents regarding their children's progress. Parents are notified through an automated voice communication system that reports are on their way. Each parent receives the current year's School Event Calendar to keep them abreast of progress reports and other items.
 - c. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of class activities.
 - Parents are given teacher schedules, which indicates teacher availability for conferences.
 - At the beginning of the year, parents are given a packet, which includes a form for them to fill out to volunteer at their child's school.
 - Parents fill out a form to request classroom visitations/observations.

F. BUILDING CAPACITY FOR ENGAGEMENT

To ensure effective engagement of parents and to support a partnership with the school, parents, and the community to improve student academic achievement, the school

1. Shall provide assistance to parents in understanding such topics as the challenging State academic standards, State and local academic assessments, the requirements of Title I, and how to monitor a child's progress and work with educators to improve the achievement of their children. As a school we will:
 - provide parent training sessions during Parent & Family Engagement meetings, grade level meetings, and individual conferences on understanding state academic standards,



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- state and local academic assessments, Title I requirements, and ways parents can monitor student progress to help improve student achievement,
- make sure parents have access to various ways of communicating with teachers and the school (Class Dojo, email, telephone calls),
 - encourage parents to sign up for PowerSchool in order to review and monitor their child's grades.
2. Shall provide materials and training to help parents to work with their children to improve their children's achievement, as appropriate, to foster parental engagement. Our school will:
 - Provide parents with access to our academic software for practice and review.
 - Conduct academic parent curriculum nights focusing on literacy, math, and technology.
 3. Shall educate teachers (K-8), specialized instructional support personnel (ESL, EC, & Guidance), Specials teachers (Art, Mandarin, STEM, PE), school administrators, and other staff (Instructional Assistants), with the assistance of parents, on the value and utility of contributions of parents, on the art of how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school.
 - This will be accomplished through crucial discussions, training, and parent-teacher meetings.
 4. Shall ensure that information related to school and parent programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. This will be accomplished by:
 - Two-way communication (Class Dojo, Emails, Telephone Calls, Conferences and Meetings)
 - Take Home Tuesday Newsletter, Automated Communication System, Flyers, and Website

G. ADOPTION

The Global Scholars Academy Parent and Family Engagement Policy/Procedures have been developed/revised jointly with and agreed upon with parents as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by Global Scholars Academy Leadership Team on 05/13/21 and will be in effect for the period of 2021-2022. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents and make it available to the community on or before 07/17/2021.

Signature of Title I Authorized Representative

Date