



Title I, Part A School-Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c).

Each school served under this part shall jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f). How are parents notified of the policy in an **understandable and uniform format** and, to the extent practicable, provided in a **language the parents can understand**? How is the **policy made available to the local community**? How and when is the **policy updated periodically** to meet the changing needs of parents and the school (ESSA Section 1116[b][1])?

The EPAA Parent and Family Engagement Policy is jointly developed with parents and administration annually at our January parent leadership team meetings.

To involve parents in the Title I, Part A programs, the following practices have been established:

- Weekly email bulletin with important opportunities and dates
- Parents receive all-call messages, texts and personal calls when possible to be invited for school meetings
- Monthly meetings that are regularly scheduled at times that are convenient to families, e.g., morning and evening meetings on the last Thursday of each school month.

The school convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]). Add details about the annual meetings in the box below:

First SSC parent meeting of each school year in August/September will be the meeting to inform parents about Title I, Part A requirements and our school-wide supports. Additionally we will remind parents that we revise our plan every January.

The school offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]). Add details about the meetings in the box below:

We offer two parent meetings each month from August through May. Meetings are the last Thursday of each month. One meeting at 8:45 A.M., the other is at 5:30 P.M.

The school involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]). How does the school involve parents?

As a school-wide Title I school, EPAA engages parents in many ways to engage them in the planning, review and improvement of the school's Title I programs.

Title I programs are focused on supporting our goals for graduation and A-G readiness, as measured by attendance, graduation rates and A-G graduation rates. We will work together to evaluate the strengths and challenges of our college-going team, access to academic supports and programs. We meet monthly, with two times available for parents to meet with school administration, parent support staff and the college and career specialist.

The school provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c)(4)[A]). How does the school provide the information?

We regularly communicate with parents using:

- email updates such as the weekly bulletin highlighting student achievements
- monthly SSC meeting reports
- sharing our annual progress with the EPAA Foundation year-end-report

The school provides parents of Title I, Part A students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet (ESSA Section 1116[c][4][B]). How does the school provide the information?

We communicate with parents about their individual students through:

- CANVAS and regular grade reporting on Infinite Campus
- Student led conferences twice a year
- Back to School Night and the annual grade level meetings in which we share the transcripts and discuss college and career planning.

We regularly communicate with parents interested in leadership using:

- email updates such as the weekly bulletin highlighting student achievements

- monthly SSC meeting reports
- sharing our annual progress with the EPAA Foundation year-end-report

If requested by parents of Title I, Part A students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]). How does the school provide the opportunities?

EPAA communicates with parents about their individual students through regularly scheduled parent/teacher conferences as part of the Advisory program, throughout their four years. Additionally parents may request meetings with school counselors and administrators whenever necessary.

Other forms of regular communication includes:

- CANVAS and regular grade reporting on Infinite Campus
- Back to School Night and the annual grade level meetings in which we share the transcripts and discuss college and career planning.

The school engages Title I, Part A parents in meaningful interactions with the school. The Compact supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

The school provides Title I, Part A parents with assistance in understanding the state's academic content standards, assessments, and how to monitor and improve the achievement of their children (ESSA Section 1116[e][1]).

In addition to the regularly scheduled meetings listed below, we offer workshops for parents on a regular basis, including "Cash for College" and direct support in completing the Financial Aid applications and FAFSA specifically. As part of the monthly SSC meetings parents can learn about the Common Core standards, EPAA curriculum and class offerings, assessment design (e.g., the introduction of more Project Based Learning), and how to monitor and improve the achievement of their children through a variety of supports, including communication through CANVAS, advisory meetings and the school sponsored workshops.

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- CANVAS and regular grade reporting on Infinite Campus
- Student led conferences twice a year

- Back to School Night and the annual grade level meetings in which we share the transcripts and discuss college and career planning.

We regularly communicate with parents interested in leadership using:

- email updates such as the weekly bulletin highlighting student achievements
- monthly SSC meeting reports
- sharing our annual progress with the EPAA Foundation year-end-report

The school provides Title I, Part A parents with materials and training to help them work with their children to improve their children's achievement (ESSA Section 1116[e][2]).

Through the college going team and Advisory program we offer access to many helpful websites to help in the college and career planning:

- CANVAS
- Infinite Campus
- Naviance
- CSU Mentor
- College and Career Planner

With the assistance of Title I, Part A parents, the school educates staff members in the value of parent contributions, and in how to work with parents as equal partners (ESSA Section 1116[e][3]).

As part of the regular monthly meetings we work together to develop plans for student and parent participation, in addition to workshops and exercises around how to engage parents in thoughtful forms of on-going communication, and workshops such as "How to Speak to Your Teen" and SMCOE co-sponsored "Parent Project" workshops.

The school coordinates and integrates the Title I, Part A parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children (ESSA Section 1116[e][4]).

We partner with several community based organizations such as:

- Peninsula Conflict Resolution Center
- Canada College (Cash for College)
- Foothill College (Cash for College)
- San Mateo County Office of Education (Parent Project)

- Boys and Girls Club of the Peninsula
- College Track
- Youth United for Community Action
- EPACenter Arts
- ONE - EPA
- Health Right 360
- YCS (Youth Community Service)

The school distributes Information related to school and parent programs, meetings, and other activities to Title I, Part A parents in a format and language that the parents understand (ESSA Section 1116[e][5]).

Meetings and communication available with bilingual translation:

- Weekly students and parent bulletin via email
- Website links via EPAA website
- Flyers via students and school postings
- All call reminders (and text messages) for special events
- Regular College Fairs
- Community Service Fairs

The school provides support for parental involvement activities requested by Title I, Part A parents (ESSA Section 1116[e][14]).

All parents are invited to participate in the regularly scheduled:

- SSC & ELAC meetings monthly
- Regular Workshops (evenings and weekends) quarterly
- Community Fairs once a semester
- In addition to special parent requests such as classroom walkthroughs and specific workshops such as “How to Handle Stress” and “How to Talk about Substance Abuse”

The school provides opportunities for the participation of all Title I, Part A parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand (ESSA Section 1116[f]).

*Please attach the School-Parent Compact to this document.

This policy was adopted by the (East Palo Alto Academy) on (January 30, 2020) and will be in effect for the period of (January 2020 - January 2021).

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: (January 30, 2020).

Amika M. Guillaume

Signature of Authorized Official

1/30/20

Date

California Department of Education
July 2018