

***Philadelphia Military Academy HS***

**Parent and Family Engagement Policy**

***School Year 2020-2021***

***Revision Date: {10/2/2020}***

In support of strengthening student academic achievement, **Philadelphia Military Academy** 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).

The **Philadelphia Military Academy** agrees to implement the following requirements as outlined by Section 1116:

* Involve parents, 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 schoolwide program 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 parents and the school, distribute it to the parents 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 parents with limited English proficiency, parents with disabilities, and parents 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 parents understand.
* If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent 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 parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

(A) Parents play an integral role in assisting their child’s learning

(B) Parents are encouraged to be actively involved in their child’s education at school

(C) Parents 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

(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**

**Section A: JOINTLY DEVELOPED**

**Philadelphia Military Academy** will take the following actions to involve parents 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 parents, 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.

*The Philadelphia Military Academy parents were invited to give input into the parent and family engagement policy and school parent compact. A review of the policy with parents and administrator will enable the parent to have a clear understanding of the policy. Also this gives parents the opportunity to make suggestions and provide any additional input into the policy. A meeting was held as part of the December 3,2020 during the SAC meeting to give parent input into the development of the parent and family engagement policy and school parent compact. Parents were notified of the meeting via phone, email and robo-call, and text message, as well as our school website.*

**Section B: ANNUAL TITLE I MEETING**

**Philadelphia Military Academy** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the parents’ requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

*This year our Annual Title I meeting was held on September 25, 2020.**PMA will host an Annual Back to School Night in September 25, 2020. The principal or designee will give a presentation to parents on the requirements of Title I part A, state academic content standards and assessments, parent rights and responsibilities under Title I, ways to work with educators and how to track student progress through our information systems. a parent representative will be invited to attend leadership Team meetings that take place monthly. Members of the school leadership team also coordinate with the Home and School Association to address parent concerns and give opportunity for greater parent input into the school planning process of the Federal Budget Addendum and the School Improvement Plan.*

**Section C: COMMUNICATIONS**

Philadelphia Military Academy will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand.

*PMA provides meetings at various times to meet parent needs. We make sure parents are notified via email, robo-call and via our school website. We collect parent surveys to ensure we are able to capture parent needs and requested assistance via our Parent Engagement Surveys. All parent documents and written communication are presented in parent-friendly language. The District Office of Translation Service can also translate documents into many languages upon request.*

**Section D: SCHOOL-PARENT COMPACT**

**Philadelphia Military Academy** will take the following actions to jointly develop with parents of participating children 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.

*A meeting was held as part of the December 3, 2020 SAC meeting to give parents input into parent engagement activities as well as into the development of the school parent compact.*

**Section E: RESERVATION OF FUNDS**

**Philadelphia Military Academy** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

*During the Winter Meeting held on December 3, 2020 the SAC team provided a forum for parents to evaluate and give feedback and input to school officials regarding parent involvement funds at PMA. Parents will be given the opportunity throughout the year to submit feedback through surveys. In addition, at the Annual, Winter and Spring Title I parent meetings, parents will be given information about the school budget as well as have the opportunity to provide suggestions and be part of the decision-making around the spending of Title I dollars, particularly around the 1% parent engagement set aside.*

**Section F: COORDINATION OF SERVICES**

**Philadelphia Military Academy** 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 parents in more fully participating in the education of their children by:

*PMA will use local programs in the area to integrate parent and family engagement. Parents can assist in the Community Summit with Temple University and the Community College of Philadelphia to learn about life after high school and help prepare their children for college and career readiness. The Future Project, a photography workshop, and the Philadelphia Young Playwrights help to create an environment where students can express themselves in an authentic manner. Women of Tomorrow workshops are available or female students who need an outlet and forum to discuss life events.*

**Section G: BUILDING CAPACITY OF PARENTS**

**Philadelphia Military Academy** will build the parents’ capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

1. Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
2. Materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
3. Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
   1. The challenging State’s academic standards
   2. The State and local academic assessments including alternate assessments
   3. The requirements of Title I, Part A
   4. How to monitor their child’s progress
   5. How to work with educators to improve the achievement of their child

*Information will be given to parents about the state academic content standards, assessments including the Keystone exams, additional testing data, and parents’ Rights and Responsibilities during our Annual Back to School Night on September 25, 2020 by the school’s testing coordinator.*

*The school counselor or Teacher Technology Leader will provide opportunities for parents to learn how to access Parent Portal to monitor their child’s attendance and academic progress. Workshops will be offered during Back to School Night on this and other ways to communicate with educators and work collaboratively to support student learning.*

*PMA provides ongoing communication to parents regarding student progress and the school’s academic growth. With the diverse population of students and parents, the information mailed can be translated into Spanish, as well as several other languages. We also utilize an interpreter when needed.*

**Section H: BUILDING CAPACITY OF SCHOOL STAFF**

Philadelphia Military Academy will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, 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, implement and coordinate parent programs, and build ties between parents and the school by:

*During school and after school, staff are offered professional development on “customer service” and expectations are set for parental contact and involvement. RTII team meetings include the counselors who also serve as liaisons between instructional staff and parents. Professional development will occur at the beginning of the school year in August 2020 and weekly meetings will occur during common planning time that will include training on effective parent engagement and communication strategies. The professional development will be informed by parent feedback on surveys, which will be shared with staff at these PDs.*

**Philadelphia Military Academy** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

1. *Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;*
2. *Providing necessary literacy and college readiness training for parents from Title I, Part A funds,*
3. *Paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;*
4. *Arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation in their children’s education;*
5. *Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.*

Margie Goodwin 12.18.2020

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**Principal Signature Date**