



The Arts Academy at Benjamin Rush Parent and Family Engagement Policy

School Year 2019-2020

In support of strengthening student academic achievement, The Arts Academy at Benjamin Rush 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 Arts Academy at Benjamin Rush 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

The Arts Academy at Benjamin Rush 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.

- **Parents will be notified through phone messages, emails, and website postings when Home and School and (SAC) School Advisory Council meetings will be held.**
- **Parents will be invited to share in the development of our school wide plan, which will take place during our monthly SAC meetings.**
- **Information regarding curriculum, data, progress, and school wide goals will be presented / shared at Home and School meetings, SAC meetings, and Back To School Night, which is held in September.**
- **All information regarding staff, bell schedule, events, and pertinent information will be posted on our official school website: rush.philasd.org**

Section B: ANNUAL TITLE I MEETING

The Arts Academy at Benjamin Rush 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.

- **Our Annual Title 1 Meeting will take place during Back to School Night in September. At this time, we will share our Parent Engagement Policy and School Parent Compact and review all information related to Title 1.**
- **The development of our Parent Engagement Policy and School Parent Compact will take place each Winter / Spring during our monthly School Advisory Council meetings (SAC) meetings.**

Section C: COMMUNICATIONS

The Arts Academy at Benjamin Rush 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.

- **The Parent Involvement Policy and School-Parent Compact will be posted on the school's website, contained in every student's agenda planner, and available in a hard copy for all parents on Back To School Night.**
- **All information regarding Title I programs will be shared during Back to School Night and during all monthly SAC meetings.**

Section D: SCHOOL-PARENT COMPACT

The Arts Academy At Benjamin Rush 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.

SCHOOL/TEACHER RESPONSIBILITIES:

The Arts Academy at Benjamin Rush will:

- Provide an equitable high-quality curriculum and instruction including AP Courses, Honors Courses, and Grade Improvement opportunities in a supportive and effective learning environment that enables children to meet the state's student academic standards of achievement.
- Communicate with parents/caregivers regarding student progress regularly via SIS gradebook, phone, email, and/or during quarterly report card conferences.
- Provide translation services when requested.
- Provide students and parents reasonable access to staff via phone or in person before, after, or during school as agreed upon by both teacher and parent.
- Provide opportunities for parents/caregivers to volunteer in many capacities such as sharing expertise and talent, chaperoning trips, volunteering in the lunchroom, the library, or during special events with proper clearances.
- Enable students to establish and maintain clubs with teacher sponsors and student interest.

PARENT RESPONSIBILITIES:

We, as parents, will:

- Support instruction by encouraging students to be in school every day and scheduling all appointments after school hours.
- Monitor student attendance and academic progress by regularly logging into the parent portal on Infinite Campus, which can be accessed through the school district website and/or regularly communicating with teachers.

- Call the school when necessary and refrain from texting or calling a student's cell phone during school operating hours 7:50AM to 2:54PM.
- Become familiar with all class syllabi, the Student Handbook, and The School District of Philadelphia's Student Code of Conduct.
- Check school's website and calendar frequently for information, important documents, and upcoming events.
- Monitor students' extra-curricular activities and their use of social media as outlined in the district Student Code of Conduct.
- Serve on our School Advisory Council, attend Home and School Association / SAC monthly Meetings, and volunteer to assist with at least one event, trip, or performance each year.
- Obtain the mandatory clearances to assist with the above volunteer opportunities.

STUDENT RESPONSIBILITIES:

We, as students will:

- Be present, punctual, respectful, and involved in school activities.
- Adhere to dress code and all expectations outlined in the Student Handbook.
- Utilize technology and social media responsibly.
- Demonstrate academic integrity and honesty.
- Respect the school and the diverse views of our school community as outlined in the Student Handbook and in the School District of Philadelphia's Student Code of Conduct.
- Communicate in a respectful manner with teachers, peers, and all members of the school community.
- Demonstrate our commitment to our education by completing all school assignments on time with attention to quality, and ask for help when needed.
- Provide all notices and information distributed at school to parents/caregivers.

Section E: RESERVATION OF FUNDS

The Arts Academy at Benjamin Rush 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:

- How funds for parent and family engagement will be spent will be determined by all stakeholders during the Spring SAC meeting.

Section F: COORDINATION OF SERVICES

The Arts Academy at Benjamin Rush 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:

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Section G: BUILDING CAPACITY OF PARENTS

The Arts Academy at Benjamin Rush 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:
 - a) The challenging State's academic standards
 - b) The State and local academic assessments including alternate assessments
 - c) The requirements of Title I, Part A
 - d) How to monitor their child's progress
 - e) How to work with educators to improve the achievement of their child
- **Parents will be provided training on obtaining clearances and use of the parent portal.**
 - **Counselor will hold various workshops in response to parental requests.**
 - **Parents will be provided training on FAFSA.**
 - **A computer is available for Parent use in the main office.**
 - **All parents receive syllabi that outline the standards, resources, and grading policies for all courses for their children.**
 - **All parents will receive interim reports prior to each report card distribution.**

Section H: BUILDING CAPACITY OF SCHOOL STAFF

The Arts Academy at Benjamin Rush 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:

- Working with staff to review appropriate and effective parental contact via staff development meetings.
- Ensuring that teachers, counselor, nurse, and other essential staff members make regular phone calls home regarding student progress, behavior, attendance, and / or achievement.
- Ensuring that all staff are trained to be culturally sensitive.
- Ensuring regular collaboration between parents/caregivers and staff during monthly SAC meetings and Home and School meetings.
- Utilizing parent survey data to inform all decision making.

The Arts Academy at Benjamin Rush will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

PARENT AND FAMILY ENGAGEMENT POLICY DISCRETIONARY COMPONENTS

- **Enabling parents / caregivers to participate in phone conferences regarding the progress of their children if unable to attend meetings in person.**
- **Encouraging parents to partner with teachers in the arts as well as academics for the purpose of implementing events, performances, and extracurricular activities.**
- **Encouraging all parents to obtain necessary clearances for volunteering.**