



Southern Avenue CHARTER SCHOOL

School Parent and Family Engagement Policy

2025-2026

Revised 8/27/2025

In support of strengthening student academic achievement, Southern Avenue Charter School 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).

Southern Avenue Charter School agrees to implement the following requirements as outlined by Section 1116:

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

- (A) families play an integral role in assisting their child's learning;
- (B) families are encouraged to be actively involved in their child's education at school;
- (C) families 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; and
- (D) other activities are carried out, such as those described in Section 1116 of the ESSA.

JOINTLY DEVELOPED

Southern Avenue Charter School will take the following actions to involve families 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 families, 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.

- Host dedicated meetings to gather family feedback on the Parent and Family Engagement Policy.
- Provide parents with opportunities to share suggestions and ask questions about the school's engagement policies and programs.
- Distribute annual and mid-year parent surveys to collect input on engagement activities, accessibility, and needs.
- Offer surveys in multiple languages and formats (paper, online) to reach all families.
- Invite parents to serve on committees to assist in planning and reviewing engagement initiatives and the use of Title I family engagement funds.
- Include parents as active participants in SIP meetings to discuss family engagement strategies and evaluate their effectiveness.
- Provide opportunities for parents to give feedback on engagement practices during conferences and at family learning events.
- Present data on parent participation and feedback during end-of-year evaluation meetings.
- Use family input to guide improvements to engagement activities, policies, and funding priorities for the next school year.
- Maintain an open-door approach where families can submit comments, recommendations, or concerns at any time through email, suggestion boxes, or school communication apps.

ANNUAL TITLE I MEETING

Southern Avenue Charter School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all families of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the families' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

Meetings are held twice per school year and in the morning and afternoon to inform families of the requirements of Title I and SACS's participation, as well as families rights to be involved.

This meeting provides families with opportunities to disseminate information and distribute copies of the revised parent and family engagement policy.

COMMUNICATIONS

Southern Avenue Charter School will take the following actions to provide families of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the families of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the families can understand.
- The policy will be sent home with students in their beginning-of-year packet.
- Copies will be distributed and reviewed during the Annual Title I Parent Meeting.
- The policy will be posted on the school's website and included in the school handbook.
- Printed copies will be available in the front office and at all parent meetings upon request.
- Families who enroll mid-year will receive the policy during the registration/enrollment process.
- Translated versions will be provided in the home language of families, to the extent practicable.
- School website: regularly updated with announcements, meeting dates, program details, and newsletters.
- Parent communication apps for timely messages, reminders, and event updates.
- Weekly school newsletters/folders sent home in students' backpacks.
- Text messages and automated alerts to share reminders and urgent announcements.
- Parent-teacher conferences held at least twice a year with flexible scheduling.
- School marquee and bulletin boards used to post important dates and events.
- Social media platforms to highlight upcoming programs and celebrations.
- All communication will be provided in plain, family-friendly language and translated to the extent practicable.
- Materials will be available in large-print or digital formats upon request for families with disabilities or other needs.
- Meetings will be held at flexible times (morning/evening) and virtual options will be offered when possible.
- Childcare and interpretation services will be provided at key meetings to encourage participation.

SCHOOL-PARENT COMPACT

Southern Avenue Charter School will take the following actions to jointly develop with families of participating children a school-parent compact that outlines how families, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and families will build and develop a partnership to help children achieve the state's high standards.

- Send invitations through flyers, newsletters, text alerts, school website, and ClassDojo/Remind.
- Provide translation of all invitations and materials in families' home languages.
- Schedule multiple sessions (morning/evening) to allow more parents to attend.
- Provide childcare and light refreshments to increase participation.
- Present the purpose of the compact as required by Title I.
- Share the existing compact for discussion.
- Review student performance data, school goals, and state standards to ensure the compact aligns with school improvement needs.
- Gather input during meetings through guided discussions and breakout groups.
- Combine feedback from parents, teachers, and administrators to draft the updated compact.
- Ensure the compact reflects shared responsibility among the school, families, and students for improving academic achievement.
- Present the final version to families and school leadership for approval.
- Obtain necessary signatures from parents, teachers, and the principal.
- Send copies home at the beginning of the school year and make them available at parent-teacher conferences.
- Provide translated versions and keep extra copies in the school office.
- Evaluate and revise the compact each year with ongoing family input to reflect current needs and goals.

RESERVATION OF FUNDS

If applicable, Southern Avenue Charter School will take the following actions to involve the families 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:

- Provide an overview of the Parent and Family Engagement allocation and allowable uses of funds.
- Use simple, family-friendly language and visual charts or slides to make the information clear.
- Offer translated materials and interpretation services as needed.
- Offer morning, evening, and virtual options to reach as many families as possible.

- Ensure materials are available in languages spoken by families and in accessible formats.
- Provide opportunities during meetings for families to ask questions and share input on funding priorities.
- Review survey results and feedback during school leadership and parent advisory meetings.
- Prioritize activities and programs based on parent-identified needs.
- Maintain transparency by explaining how decisions were made and how the funds will benefit families and students.
- Evaluate the effectiveness of funded activities at the end of the school year.
- Use family feedback to guide revisions to the following year's budget plan.

COORDINATION OF SERVICES

Southern Avenue Charter School 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 families in more fully participating in the education of their children by:

- Partner with local nonprofits, faith-based groups, and civic organizations to provide resources such as school supplies, tutoring, mentoring, and after-school programs.
- Seek donations of materials, incentives, and services (e.g., school supplies, snacks for family nights, gift cards for attendance incentives).
- Work with businesses to sponsor family engagement events and academic workshops.
- Coordinate with local health departments, clinics, and mental health providers to host health screenings for families.
- Share information on community assistance programs.
- Maintain a list of approved partners to streamline support services for families.
- Schedule regular meetings with community partners to align programs with family and student needs.
- Share information about available community resources during parent meetings, newsletters, websites, and social media.
- Ensure materials are provided in families' home languages and in accessible formats.
- Collect feedback from families on the effectiveness of services provided.
- Adjust and expand partnerships to address emerging family and student needs.

BUILDING CAPACITY OF SCHOOL STAFF

Southern Avenue Charter School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of families, in the value and

utility of contributions of families, and in how to reach out to, communicate with, and work with families as equal partners, implement and coordinate parent programs, and build ties between families and the school by:

- Effective family engagement strategies and communication techniques.
- Cultural responsiveness and addressing barriers to engagement.
- Strategies for hosting academic nights, data talks, and parent-teacher conferences that empower families.
- Training in using technology platforms to maintain consistent communication.
- Templates for School-Parent Compact discussions and strategies for involving families in goal-setting.
- Grade-level teams collaborate to design family-friendly curriculum nights and workshops.
- New teachers paired with mentor teachers skilled in family engagement practices.
- Peer observations of effective classroom-family communication strategies.
- Use insights to inform future training topics for staff.
- Participation in state or district-sponsored family engagement conferences (e.g., ESSA and Title I events).
- Sessions on supporting families of multilingual learners, students with disabilities, and economically disadvantaged families.

Southern Avenue Charter School will provide other reasonable support for parent and family engagement activities under Section 1116 as families may request by:

- Parents demonstrate cultural traditions, home learning strategies, or language-specific insights to help staff better serve diverse families.
- Families help staff plan, organize, and co-host literacy nights, STEM nights, and other engagement events, modeling partnership in action.
- Families share success stories about partnerships that supported their child's growth, fostering empathy and relationship-building among staff.
- Regularly review and adjust training content based on staff and family input.
- Highlight successful strategies in newsletters and staff meetings to encourage consistency and celebrate strong partnerships.

DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENT

The school parent and family engagement policy may include additional paragraphs listing and describing other discretionary activities that the school, in meaningful consultation with its families, chooses to undertake to build families' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESSA. Please indicate which of the following discretionary (optional) school parent and family engagement policy components the school will implement to improve family-school partnerships:

Involve Families in the Development of Training for Educators

- Invite families to participate in planning committees, advisory councils, and focus groups that identify staff training needs.
- Gather input from family surveys, suggestion boxes, and post-event evaluations to shape future professional development topics.
- Include selected parents as guest presenters or panelists during staff workshops to share real-life experiences and strategies that support student success.

Provide Necessary Literacy Training for Families

- Offer family literacy nights (reading strategies, phonics games, math-literacy integration) when other funding sources are unavailable.
- Ensure training materials are available in families' home languages and in formats accessible to all.

Pay Reasonable & Necessary Expenses for Engagement Activities

- Use Title I funds to cover light refreshments, so parents can attend school events, conferences, and workshops.

Train Families to Enhance the Engagement of Other Families

- Provide peer-to-peer workshops, discussion circles, and mentoring sessions led by experienced parents on topics such as navigating school programs or supporting at-home learning.
- Recognize these family leaders publicly at events and in newsletters to encourage ongoing participation.

Offer Flexible Scheduling and In-Home Conferences

- Schedule meetings at varied times (morning, afternoon, evening, and virtual options) to meet the needs of working families.
- When families cannot attend on-campus conferences, arrange in-home or community-based meetings with teachers, instructional coaches, or family liaisons.
- Offer virtual conferences via Google Meet to increase access for parents with scheduling or transportation challenges.

Adopt and Implement Model Approaches to Parent and Family Engagement

- Highlight and replicate successful strategies from other Title I schools, such as "Parent University" sessions, or Student Data Talks.
- Celebrate and share best practices during faculty meetings and parent advisory councils.

Establish a Districtwide Parent Advisory Council

- Hold regular council meetings (in-person and virtual) to review Title I plans, budgets, and engagement initiatives.
- Share council meeting notes and recommendations with the school leadership team and broader parent community.

Develop Roles for Community-Based & Faith-Based Organizations

- Partner with local businesses, faith-based groups, libraries, and civic organizations to provide supports such as supplies, incentives, mentoring, and after-school programs.
- Invite partners to co-sponsor workshops (e.g., nutrition classes, STEM family nights, or homework help sessions).
- Publicly acknowledge partner contributions at events and in newsletters to foster sustained collaboration.

Key Supports to Ensure Success

- Provide translation/interpretation services, accessible materials, and childcare at all family-focused events.
- Collect attendance data, feedback surveys, and sign-in sheets to monitor participation and guide improvements.
- Evaluate these strategies annually and revise activities based on family input and student outcome data.