



School Parent and Family Engagement Policy

Coleman Academy

2025-2026 School Year

In support of strengthening student academic achievement, Coleman 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). Coleman Academy will implement a plan to involve families in an organized, ongoing, and timely manner. Coleman Academy will invite and encourage parents to become meaningfully involved in their child's education and to build capacity for strong parent participation in the following ways:

- Title One Information
- Regular Communication
- School-Parent Compact
- Funding Resources
- Additional services and support
- Staff Training

ANNUAL TITLE I MEETING

Coleman Academy 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 schoolwide plan, and the school-parent compact.

- Host an annual Title I meeting scheduled during the first quarter of the school year.
- Provide flexible meeting times, one in the morning and one in afternoon.
- Report timely information about Title I programs on the school's website.
- Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- Provide information regarding programs academically and non-academically, events and school activities in a timely manner.

- We will inform parents of the school's Title I and NCLB status via school website.

COMMUNICATIONS

Coleman Academy will take the following actions to provide families of participating children the following:

- 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.
- Provide printed materials for parents in English and Spanish.
- Provide interpreter services when necessary.
- Communicate information via school Website and e-mail, by phone link, school marquee, newsletters, information board, notices, and calendars.
- Provide avenues and opportunities for parents to express and communicate ideas/suggestions and concerns which are conducive to realistic and timely responses from school staff.
- Continue to encourage daily dialogue between teachers and parents regarding student behavior and achievement.
- Clarify educational terms by using simple and direct language when communicating with parents.
- Distribute receipt of notices and other communication from the school in a timely manner to allow ample time for parental response and/or participation.
- Keep parents informed of current school events, activities, and issues via school website, Parent Square, and teacher newsletters.
- Provide curriculum awareness and explain assessment data.
- Report student progress and proficiency level.

SCHOOL-PARENT COMPACT

Coleman Academy 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 how the school and families will build and develop a partnership to help children achieve the state's high standards.

- Develop a school-parent compact and family engagement plan jointly.
- Assume ownership of a current parent/student handbook explaining school rules, policies, and procedures.
- Supply a current Family Engagement Plan, School Compact, Right to Know and Title One information during the Annual Title One meeting.

- Promote parent participation in the revision of the TSIP, Family Engagement Plan and School Compact.
- Provide flexible meeting schedules to ensure full parent participation in planned school/parent meetings.
 - a. Meetings will be scheduled flexibly in mornings, afternoons, and evenings to accommodate varied parent schedules and allow for maximum parental participation as the school staff endeavors.
- Work collaboratively with families to develop the school-parent compact by:
 - a. Engaging parents, guardians, teachers, and school staff in an open and inclusive process by gathering input from families through surveys, meetings, and workshops to identify shared goals and responsibilities that support student learning.
 - b. School staff and parent representatives will review the feedback.
- Encourage attendance and participation in school/parent regular monthly meetings. Coleman Academy agrees to implement the following requirements as outlined by (Section 1116 (b)(1) of ESSA):
- Organize ongoing activities and committees in which parents are a part of the review and planning of school related functions and or decisions. Committees will consist of the TSIP, Site-Based Decision-Making Council, and PTO.

RESERVATION OF FUNDS

If applicable, Coleman Academy 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:

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| <ul style="list-style-type: none"> ● Yearly School Improvement Planning meetings ● Annual Title I Meetings (AM and PM) ● Develop and maintain SIP Planning Team to include parents and community stakeholders. ● Monthly parent/ student/school connector activities ● Quarterly Parent Teacher Conferences to include academic updates. |
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ADDITIONAL SERVICES AND SUPPORT

Coleman 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 families in more fully participating in the education of their children by utilizing partnerships with community organizations, adopters, businesses, and through the monthly Wildcat Parent Academy to assist in the coordination and integration of parent involvement programs.

- Promote participation in Family Literacy program and family services to enhance parents' ability to assist in the educational process of their child/children.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.
- Conduct in-home conferences with teachers or other educators who work directly with participating children and families who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parent and family engagement.

BUILDING CAPACITY OF SCHOOL STAFF

Coleman Academy 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:

- Involve families in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for families from Title I, Part A funds if the school has exhausted all other available sources of funding for that training.
- Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and childcare costs, to enable families to participate in school-related meetings and training sessions.
- Train families to enhance the engagement of other families.

