



6000 - Instruction

30 - Title I Parent Engagement Policy

1. Introduction

- 1.1. At Providence Hall Charter School (PHCS), we believe that ongoing engagement of parents/guardians (Parent) is very important to the success of our students' education.
- 1.2. To meet the Title I Schools requirements, PHCS must create and support a strong parent-school partnership. In order to receive Title I funding for our school, programs that support Parent engagement must be in place and implemented.
- 1.3. Because PHCS is a school-wide Title I school, all students benefit from the funding and are considered participants.

2. Annual Communication of Title I Participation

- 2.1. As a Title I school, PHCS encourages Parent volunteerism and plans meaningful activities in which Parents and families may participate. Annually, PHCS will convene a Title I orientation meeting, in conjunction with the "Student Orientation" night at the beginning of each school year.
 - 2.1.1. All Parents will be invited and encouraged to attend.
 - 2.1.2. The purpose of the meeting will be to inform Parents of the school's participation under Title I and to explain Title I requirements and Parents' rights to be involved.
 - 2.1.3. Teachers will also inform Parents regarding the curriculum used in the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet.

3. Parent Representation

- 3.1. A group of Parents, representative of the student body, will be used to form the strategic planning team, which will be responsible for the construction and revision of this policy.
- 3.2. In addition to the development of the School-wide Title I Plan, the strategic planning team will meet twice a year, with additional meetings as deemed necessary for the improvement and benefit of the PHCS.
- 3.3. In addition to these meetings, the School Council and Parent Teacher Organization (PTO) executive board will utilize Parent representatives to provide feedback.

4. Ongoing Communication

- 4.1. PHCS will provide Parents with timely and pertinent information regarding Parent engagement, their child's achievement and the school's performance.
- 4.2. Translations will be provided to the extent possible, funded by Title I.
- 4.3. This will include, but is not limited to, the following:
 - 4.3.1. Yearly Title I and New Student Orientation meeting.
 - 4.3.2. School performance records and proficiency level expectations distributed each school year through Data Gateway and summative test results
 - 4.3.3. Written communication from teacher, including:
 - 4.3.3.1. Daily agenda notes
 - 4.3.3.2. Weekly grade updates in Skyward
 - 4.3.3.3. Report cards
 - 4.3.3.4. Formal standardized test scores
 - 4.3.3.5. ACT/PSAT and benchmark testing reports



- 4.4. Oral communication from teacher including:
 - 4.4.1. Phone contacts (goal: contacting any student who is not passing at least three times during the quarter)
 - 4.4.2. Conference opportunities (at least two opportunities per year)
 - 4.4.3. Interaction at after-school meetings with teacher
 - 4.4.4. Parent workshops
 - 4.4.5. Newsletters
 - 4.4.6. Posting upcoming events on outside marquee and school website
 - 4.4.7. Suggestions Survey distributed to all Parents at the beginning of each year
 - 4.4.8. Timely responses to Parent suggestions through telephone calls, notes, and conferences
 - 4.4.9. Satisfaction Surveys distributed to all Parents at the end of each year
 - 4.4.10. Annual "Student Orientation Night"
- 4.5. PHCS Student Handbook review where Parents will be assisted in understanding the following:
 - 4.5.1. School-wide goals
 - 4.5.2. Utah's state content standards and student performance standards
 - 4.5.3. School improvement process (when applicable),
 - 4.5.4. Utah end-of-year testing and Title I requirements.
5. **Policy Feedback and Revision**
 - 5.1. Ongoing Parent Nights with two opportunities for Parents to participate in school related activities throughout the year will occur.
 - 5.2. PHCS will collect suggestions and comments from Parents on an ongoing basis through surveys and the school improvement committee, through the beginning of the year Parent interest surveys, ongoing Parent workshop evaluations, and the end of the year Parent Satisfaction Survey.
 - 5.3. All data, comments and suggestions, including unsatisfactory comments, regarding the Title I school plan and Parent involvement policy, shall be collected and sent to the PHCS.
 - 5.4. This information will be considered in the revision of the Parent Involvement Policy and the action plan for PHCS.
 - 5.5. PHCS will provide timely responses to suggestions.