



## **SAGE Academy**

### **Policy # 510 – Title I Parent Policy**

#### **Title I Parental Involvement Policy Procedures**

##### **I. Statement of Purpose**

SAGE Academy, Minnesota Independent School District #4087 is committed to the goal of providing quality education for every student served. To this end, we seek to establish partnerships with parents, families, and the community. Everyone gains if the school, parents, and community work together to promote high student achievement. Families' support for their children and for the school is critical to student success at every step of the way.

We recognize that SAGE ACADEMY family involvement programs must serve the specific needs of our community. Some of our students are living without biological parents. Some are serving as parents for their siblings or other family members. And some of our students are parents themselves. Therefore, we seek to make parents welcome and involve them in support of the program and their students' learning.

Parents are consulted regarding SAGE Academy's Title I program including how students qualify for Title I services, parent involvement practices and ILP's, Individual Learning Plans, (Parent Compact) at least three times annually. As a Title I program, we support all parents and guardians being informed and able to participate in what is happening at SAGE ACADEMY.

Prospective learners register to attend SAGE ACADEMY through a process that begins with individual and/or group tours and informational meetings. If the prospective learner wants to continue, individual conferences are held that include the student and parents/guardians, if they are able to attend. An ILP is created to reflect the individual learner's needs and goals. The learner and his or her advisor subsequently update this plan on a regular basis.

SAGE ACADEMY seeks to involve students' family members as volunteer tutors, mentors, and as community liaisons. Parents are invited to family potlucks, student presentation evenings, and extended conferences a minimum of five times a year. Also there are several other family events to which all students and their families are invited. The Student Services Coordinator coordinates family involvement activities at SAGE Academy. Parents are encouraged to contact the Student Services Coordinator or their student's advisor to ask about opportunities to be involved in support of the learning program at SAGE ACADEMY.

II. The remainder of this document details various aspects of Academy parent involvement procedures/involvement of parents in the joint development of district wide family involvement.

A. SAGE Academy holds at least 5 family events during the year. These events typically include presentation of student work, information provided about the program-by-program staff, opportunities for parents to communicate with school staff, and opportunities for parents to meet socially and network among themselves. Family involvement practices are summarized and this plan shared with parents, along with the student handbook, at a family conference during the fall.

B. Parents are invited to several events at the school during the year, and are able to provide input on family involvement and other elements of school operation at any time. Parent input is sought more formally during two parent Title I meetings, one in the fall and one in the spring. All parents of participating students are invited and encouraged to attend these meetings. Meetings are held in the evening to accommodate family schedules (most parents work). At both Title I meetings, SAGE ACADEMY staff inform parents of their school's participation in the Title I program and explain the requirements of Title I, including the right of the parents to be involved.

C. SAGE ACADEMY involves parents in the process of school planning, review and improvement activities:

- Parents are notified of the school report card through the school's Annual Report, completed each school year by early fall.
- Parents' are notified of options available for supplemental education services if applicable
- Staff development for implementing effective strategies for parental involvement is addressed by the Administrative Director, Student Services Coordinator, and the Title I teacher.

D. SAGE ACADEMY involves parents in an organized, ongoing, and timely way in improvement of programs, including planning review, and improvement of the school parental involvement policy: this will take place through parent Title I Meetings held two times per year.

E. SAGE ACADEMY seeks to build its own, and parents', capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement. The school has built its capacity for involving parents by employing a Student Services Coordinator who plans parent involvement activities. Administrators mandate advisors to contact parents on a regular basis. Parent contacts are tracked via conference forms, and administration holds advisors accountable for doing so. Also, parents are asked to attend conferences with their students and are invited to two Title I Meetings each year. The school seeks to build parents' capacity for involvement by making the school a welcoming environment, and by encouraging parent input.

### III. Coordination and integration of parental involvement strategies in Title I.

A. As a Title I program SAGE ACADEMY will employ Title I resources to support academic instruction for students who are behind in reading and math. Coordination of program resources overall is overseen by the Administrative Director with oversight from the Board; coordination of both educational programs and family involvement efforts at the school site is overseen by the Administrative Director, Program Director, and Title I Teacher.

B. Students are provided help finding resources to meet life challenges such as homelessness; lack of medical care, pregnancy, family conflict, or chemical dependency can make it difficult to remain engaged in school by the Student Services Coordinator. Also SAGE ACADEMY helps students with job searches and building a path to a higher education via the Career Coordinator. The Administrative Director and Program Director oversee the family involvement effort to assure that efforts are integrated with other work of the schools.

### IV. Annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of support programs.

A. Parents are consulted regarding S Academy's Title I program, family involvement practices and Individualized Learning Plan (Parent Compact) at least twice annually. This document, the Parent Compact, and the family involvement practices of SAGE ACADEMY are reviewed with parents at a fall meeting. SAGE ACADEMY leadership takes parent input into account in considering revisions to family involvement practices and this set of procedures.

B. There is a spring meeting at which parents are again asked for their input on family involvement practices of the school, and at which they are specifically asked for input on Title I programs as part of planning for the coming year's consolidated application. Translators are provided for parents who do not speak English.

#### V. Strategies for building schools' and parents' capacity for strong parental involvement.

A. SAGE ACADEMY seeks to involve families through regular school events that inform them about school resources and encourage them to support their children's education. Beginning with initial conferences and through regular communication with school staff, parents are informed about state academic standards and about academic assessments required by the state and by the school. Parents are encouraged to contact their student's Advisor or other school staff with any questions they have about state requirements, SAGE Academy's requirements and policies, or their student's progress in the program. These are also included in the student handbook.

B. To ensure that information related to the school and family programs, meetings, and other activities, is made available, SAGE ACADEMY uses multiple methods, including sharing the school calendar with students and families at the beginning of the year, mailings, and phone calls. With a high-mobility population, updating student and parent contact information is an ongoing challenge, which is met by support staff that regularly update contact information in the school's database, based on information from teachers or others.

C. SAGE ACADEMY provides staff training prior to the start of the new school year for all instructional staff. This training includes presentations to staff by the Administrative Director, Program Director, and Student Services Coordinator regarding strategies to more effectively involve students' families in supporting the learning program. Staff are asked to support family involvement efforts and asked for their input regarding how family involvement practices can be improved.

#### VI. Accessibility

A. In carrying out the parental involvement requirements of these procedures, SAGE ACADEMY will, to the extent practicable, provide full opportunities for the participation of parents with children with limited English proficiency, parents with children with disabilities, and parents of migratory children, including providing information and school reports in a format and, to the extent practicable, in language parents understand.