



Parent and Family Engagement Policy

East Bay Innovation Academy (“EBIA” or “Charter School”) has developed a written Parent and Family Engagement Policy (“Policy”) with input from Title I parents and families. EBIA has a copy of this policy available in the front office and it is also referenced in the Parent Student Handbook. This Policy describes the means for carrying out the following Title I parent and family engagement requirements.

EBIA Expectations and Objectives

In establishing the Charter School’s expectations and objectives for meaningful parent and family involvement, EBIA has established the following practices:

1. EBIA involves parents and family members in the joint development of the Charter School’s Parent and Family Engagement Plan.
 - School leadership meets regularly with the parent community and public at Cafelitos, where specific topics related to community engagement, academic program or other relevant areas are discussed,
 - School leadership seeks feedback at least annually from parents and family members through surveys on related topics,
 - School leadership collaborates with PAC, the Parent Advisory Council, to review, plan and implement strategies to engage the community.

2. EBIA provides the coordination, technical assistance, and other support necessary to assist and build the capacity within the Charter School in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education.
 - School leadership annually hosts Family Tech night, which is a tutorial designed for families to learn the learning management tools that the school uses to track student work and performance.

3. EBIA coordinates and integrates parent and family engagement strategies to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs.
 - For instance, the strategies mentioned above are also utilized to collaborate with the community to improve service delivery for students with special needs.

4. EBIA conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the Policy in improving the academic quality at the Charter School.
 - Executive Director or designee will share and revisit the policy at Cafelitos or other community events to gather feedback.
5. EBIA conducts an annual evaluation of barriers to greater participation by parents/families (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).
 - Through attendance, school leadership will ascertain if any groups are under-represented, and seek to increase representation by adjusting meeting times and/or making more translation services available.
6. EBIA conducts, with the meaningful involvement of parents and family members, an annual evaluation of the needs of parents and family members to assist with the learning of their children, including engaging with Charter School personnel and teachers.
 - In addition to Family Tech Night, EBIA welcomes individual and general feedback on the Personalized Learning Plan (PLP) conferences.
7. EBIA conducts, with the meaningful involvement of parents and family members, an annual evaluation of strategies to support successful Charter School and family interactions.
 - In addition to the school-wide survey which invites feedback on effectiveness of communication strategies, EBIA administration welcomes specific and general feedback through direct outreach.
8. EBIA uses the findings of the annual evaluation to design evidence-based strategies for more effective parental and family engagement, and to revise, if necessary, the Parent and Family Engagement Policy.
 - EBIA seeks to maintain and augment strategies that are working, and to revisit the strategies that may not be working.
9. EBIA involves parents in the activities of the Charter School to adequately represent the needs of the population.
 - EBIA's Parent Advisory Council (PAC) collaborates with School staff directly on many student service and operational activities throughout the year. PAC recruits parent volunteers on on-going basis.

Involvement of Parents in the Title I Program

To involve parents in the Title I program at EBIA, the following practices have been established:

1. EBIA convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
 - One of the Cafelitos and PAC meetings cover Title I requirements and provides overview of the program at EBIA.
2. EBIA offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
 - Cafelitos are generally scheduled for the am, while PAC meetings are generally scheduled in the evenings.
3. EBIA involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the Charter School's Title I programs and the Parent and Family Engagement Policy.
 - At least once a year, Cafelitos and PAC meetings will report out on the status of the Title I program and seek comments and feedback.
4. EBIA provides parents of Title I students with timely information about Title I programs.
 - Parent Student Handbook contains overview of EBIA's
5. EBIA provides parents of Title I students with an explanation of the curriculum used at the Charter School, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
 - This occurs at the Family Tech Night, and through our weekly grade-level newsletters.
6. If requested by parents of Title I students, EBIA provides opportunities for regular meetings that allow the parents to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children
 - Cafelitos and PAC meetings, which are regularly scheduled, are platforms for feedback on all topics, including Title I.

The Policy must be updated periodically to meet changing needs of parents and the Charter School. If EBIA has a process in place for involving parents in planning and designing the Charter School's programs, the school may use that process if it includes adequate representation of parents of Title I children.

School-Parent Compact

EBIA distributes to parents of Title I students a School-Parent Compact (the “Compact”). The Compact, which has been jointly developed with parents, outlines how parents, the entire Charter School staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the Charter School and families will partner to help children achieve the State’s high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- EBIA’s responsibility to provide high-quality curriculum and instruction to meet the challenging State academic standards.
- The ways parents will be responsible for supporting their children’s learning, volunteering in the classroom, and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time.
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child’s class; and opportunities to observe classroom activities and ensuring regular communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

Currently, the Parent Student Handbook serves as the Compact.

Building Capacity for Involvement

EBIA engages Title I parents in meaningful interactions with the Charter School. The Charter School supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, EBIA has established the following practices.

1. EBIA provides Title I parents with assistance in understanding challenging state academic standards, state and local assessments, and how to monitor and improve the achievement of their children.
 - Family Tech night covers these topics, and individual family meetings, including PLPs, also review these topics.
2. EBIA provides Title I parents with materials and training, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement, to help them work with their children to improve their children's achievement.
 - Family Tech night covers these topics, and individual family meetings, including PLPs, also review these topics.

3. With the assistance of Title I parents, EBIA educates staff members about the value of parent contributions, and in how to reach out, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and the Charter School.
 - Professional Development before the school year covers these topics and they are reiterated through staff meetings and Professional Development weeks during Intersession.
4. EBIA coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
 - In addition to activities mentioned above, parents are welcome to reach out to our Director of Student Support Services and the team, to seek and inquire about additional support.
5. EBIA distributes information related to Charter School and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
 - EBIA communications are translated in Spanish as well as English, and repeated to ensure receipt. EBIA's website also contains helpful content and contact information.
6. EBIA provides support for parental involvement activities requested by Title I parents.
 - The Executive Director will designate staff on a case-by-case basis to meet the needs of Title I parents.

Accessibility

EBIA provides opportunities for the participation of all Title I parents and family members, including parents/family with limited English proficiency, parents/family with disabilities, and parents/family of migratory students. Information and school reports are provided in a format and language that parents/family understand, including by bilingual website, emails and calls in English and Spanish, and translation at school events.