



School Parental Involvement Policy

KIPP University Prep High School

2016-2017

Statement of Purpose

We are dedicated to the philosophy that parent involvement is integral to the success of each student. A strong partnership between our school and home is essential in order to provide a high-quality education for all students. For this reason, parents are actively recruited as partners for our success.

Student learning objectives and goals will be made available to all parents in a variety of formats. While all students will be expected to work toward mastering key objectives as they climb the mountain to and through college, parents are essential supporters of their child's academic success. Our school recognizes that some students will need extra assistance; extra assistance for struggling learners is available through the Title I program and various other educational services offered through our school and district.

Definition of Parent Involvement

Our school will be governed by the following definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition.

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- 1) that parents play an integral role in assisting their child's learning;*
- 2) that parents are encouraged to be actively involved in their child's education at school;*
- 3) that parents 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.*

Parent Involvement in Developing Policy

Our school's Comprehensive Needs Assessment (CNA) and Campus Improvement Planning (CIP) processes include teachers, parents, community members, and school administration. Our Stakeholder Committee meets several times during the course of the school year to discuss the needs of the school to help formulate a formal plan for continuous improvement. On-going, less formal discussions surrounding parental involvement will occur during the school year, at KIPP Parent Organization (KPO) meetings, report card nights, and other events involving parents. At a minimum, parents will be involved in the annual review of the school's Parental Involvement Policy. The recommended changes will be reviewed with the Stakeholder Committee and the policy will be updated as necessary based on parent comments.

We will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

Our school will actively recruit parent leaders and other volunteers participate on the Stakeholder Committee through the KPO and by publicizing the opportunity in a variety of ways. We will actively pursue committee members that will produce a diverse group of stakeholders that represent an array of student populations served by the campus. Meetings will be planned at convenient times and locations for all

concerned parties. If translators are needed, we will arrange for one to be present.

Parent Involvement Activities to Improve Student Academic Achievement and School Performance

One of the functions of the CNA/CIP process is to identify ways the school can effectively provide parents with involvement opportunities and programs. We will promote and encourage staff development for employees that establishes effective relationships with parents as a means of increasing student academic achievement.

During the school year parents will be provided with information regarding:

- the campus' Parental Involvement Policy;
- parent's right to request information regarding the professional qualifications of their child's classroom teacher;
- information explaining state academic standards and assessments;
- timely information about the campus' programs and opportunities;
- descriptions and explanations of the school's curriculum;
- descriptions and explanations of the forms of academic assessments used to measure student progress and the proficiency levels students are expected to meet;
- information on the level of achievement of the parent's child on each of the required state academic assessments;
- frequent reports on their child's progress;
- reasonable access to staff and information about opportunities to volunteer and observe in the classroom;
- a School-Parent Compact that describes the responsibilities of the three parties; and
- a flexible number of meetings, at which transportation and childcare may be provided with Title I funds as needed by parents.

Building the Schools' and Parents Capacity for Strong Parent Involvement

Our school will involve the Stakeholder Committee in identifying barriers to parent involvement and providing parent involvement strategies. We will support a variety of parental involvement strategies as we strive to develop and maintain an optimum learning environment for all students. To the extent practicable, we will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in a language parents understand.

We will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:

1. Continuing to offer ESL classes for parent twice a week.
2. Four Report Card events
3. Communication regarding special events and/or changes
4. Send progress reports every four weeks



5. Stakeholder meetings once a month
6. Parent involvement in CNA/CIP process
7. IB Parent Meetings

Annual Title I Parent Meeting

Our school will hold, at a minimum, an annual meeting to review Title I guidelines and services offered through the campus. The annual meeting will be held at a convenient time and location; notice of the meeting will be provided through a variety of media such as email, phone calls, and flyers sent home with students. If needed, a translator will be available to assist non-English speaking parents.

School-Parent Compact

In accordance with Title I regulations, our school will develop and annually update a School-Parent Compact. This compact will explain how parents, teachers, and students will share responsibility for student success. Members of the Stakeholder Committee will be consulted in the design and implementation of the compact. An opportunity will be offered for all parents to review a copy of the compact detailing the responsibilities parents, teachers, and students have in helping student accomplish their goals. Students and parents are encouraged to discuss the contents of the compact. Parents will be encouraged to become involved in revising and updating the compact as necessary.

School-Parent Communication

Parents will be informed of school activities through various methods of communication throughout the school year. Newsletters, both paper and electronic, conferences, personal contacts, automated phone calls, text messages, and written notices will be utilized to establish and maintain an open line of communication.

Cross-Program Coordination for Parent Involvement Activities

Parent involvement strategies will be incorporated into the school’s curriculum and programs through the CIP. We will coordinate Title I parent involvement activities with other programs within the district to meet the needs of all of its students.

**KIPP University Prep High School
Parent Calendar 2015-2016**

Date	Time	Activity	Location
August			
20 th	4:45-6:15	Meet the Teacher Night	UPrep
September			
3 rd	5:30 pm	KIPP Parent Organization (KPO) Meeting	UPrep
4 th	All Day	Staff Development Day No school for students	UPrep



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13 th	Varies	ACT Exam	Varies
October			
1 st	5:30	KIPP Parent Organization Meeting (KPO)	UPrep
9 th	All Day	1 st Quarter Ends	UPrep
12 th	All Day	Staff Development/ No School for Students	UPrep
13 th	All Day	2nd Quarter Begins	UPrep
15 th	4:45 – 6:15	Report Card Night	UPrep
16 th	All Day	1 st Quarter Trip	TBA
19 th – 22 nd	All Day	Exit Level TAKS	UPrep
25 th	Varies	ACT	Varies
November			
2 nd	All Day	Staff Development/ No School for Students	UPrep
6 th	5:30 pm	KIPP Parent Organization	UPrep
23 rd – 27 th	All Day	Thanksgiving	-----
December			
7 th	AM	English I Writing EOC Retake	UPrep
9 th	AM	English II EOC Writing EOC Retake	UPrep
11 th	AM	ALL STAAR EOC Make-Up Day	UPrep
7 th – 11 th	AM	Algebra I & Biology Assessment Window	UPrep
13 th	Varies	ACT	Varies
14 th – 18 th	All Day	Final Exams	UPrep
18 th	All Day	Fall Semester Ends	UPrep
21 st – Jan 1 st	All Day	Winter Break	UPrep
January			
4 th – 5 th	All Day	Staff Development – No school for students	UPrep
6 th	All Day	1st day of Second Semester	UPrep
7 th	4:45 – 6:15 pm	Student Led Conferences	UPrep
7 th	5:30	KPO Meeting	UPrep
15 th	All Day	2 nd Quarter Trip	UPrep
18 th	All Day	Staff Development – Holiday for Students	UPrep
February			
1 st	8:00 – 12:00	Saturday School	UPrep
7 th	Varies	ACT	Varies
15 th	All Day	Weather Make-Up Day	-----
TBA	PM	Valentines Dance	TBA
17 th	All Day	Student/Staff Holiday	-----
29 th – March 3 rd	Exit Level TAKS	All Day	UPrep
March			
4 th	5:30	KPO Meeting	UPrep



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7 th - April 6 th	All Day	TELPAS Window	
7 th – 11 th	All Week	Spring Break	-----
24 th	All Day	End of 3 rd Quarter	UPrep
30 th	4:45 – 6:15	Student Led Conferences	UPrep
29 th	All Day	3 rd Quarter Trip	UPrep
31 st	AM	English I EOC	UPrep
April			
1 st	All Day	3 rd Quarter Trip	UPrep
7 th	5:30	KPO	UPrep
18 th	Varies	ACT	UPrep
22 nd	All Day	Staff/Student Holiday	UPrep
25 th	All Day	Staff Development-No school for students	UPrep
May			
2 nd – 6 th	AM	STAAR Assessment Window	
6 th	5:30	KPO Meeting	UPrep
TBA	TBA	Prom	TBA
10 th	AM	English III STAAR	UPrep
11 th	AM	Alg. II STAAR	UPrep
13 th	All Day	STAAR Make-Up Window ends today	
23 rd - 27 th	All Day	End of Year Trips	TBA
30 th	All Day	Student/Staff Holiday	-----
30 th – June 3 rd	All Day	Senior Final Exams	UPrep
31 st	Window TBA	Recommitment Ceremony	Trinity University – Laurie Auditorium
June			
TBA	TBA	Recommitment Ceremony	TBA
3 rd	All Day	Last Day of School – End of Semester II	UPrep
5 th	1:00 – 4:00 Window	Graduation	Trinity University – Laurie Auditorium
6 th	TBA	Weather Makeup Day	UPrep
13 th	Varies	ACT	Varies

Annual Evaluation

The Stakeholder Committee will annually review and evaluate all aspects of the parent involvement program. Parent surveys including questions about the effectiveness of the program will be distributed and the results analyzed. Teacher surveys, teacher contact logs, and other program contact logs will be used to determine the number and type of interactions occurring between the school and parents. The committee will revise the School Parental Involvement Policy and School-Parent Compact as needed based on the results of this annual review.

Involving Parents in Activities of Title I Campuses



Our school will, with the assistance of its parents, educate its teachers, pupil services personnel, school leaders and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.

Our school will use Title I funds to provide school-wide services to all students. Parents will be involved in a variety of strategies as we strive to develop and maintain an optimum learning environment for all students. Parents may contribute through volunteer programs as well as by creating a supportive home atmosphere. Our school and our parents will develop and maintain specific parent involvement activities best suited to meet the individual needs of all stakeholders.

Adoption

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs.

This policy was adopted by KIPP San Antonio Public Schools on 10.24.2016 and will be updated periodically. We will distribute this policy to all parents annually on or before the date of our Title I Annual Meeting.

Tina DeValk, School Leader

10.24.2016
Date