

# Early College Academy of Columbus

## *Parent & Family Engagement Policy*

**2018 – 2019**

***Dr. Michael Forte, Principal***

***2701 11<sup>th</sup> Avenue  
Columbus, GA 31904  
706-748-2948***

***School Website:***

***<http://sites.muscogee.k12.ga.us/earlycollegeacademy/>***

***Plan Revised August 10, 2018***

## **What is Title I?**

Early College Academy is identified as a Title I school as part of the Every Student Succeeds Act (ESSA). Title I is a federal grant that was designed to ensure that all children receive a high quality education and read grade level proficiency. Title I programs must be based on effective means of improving student achievement and include strategies to support parental engagement. All

Title I schools must jointly develop with all parents a written parent and engagement policy.



## **School Plan for Shared Student Achievement**

### **What is it?**

This is a plan that describes how Early College Academy will provide opportunities to improve parent engagement to support student learning. Early College Academy values the contributions and engagement of parents to establish an equal partnership for the common goal of improving student achievement. This plan describes the different ways that Early College Academy will support parent engagement and how parents can help plan and participate in activities and events to promote student learning at school and at home.



### **How is it revised?**

Early College Academy invited all parents to attend our annual School Forum last spring to review and revise this parental engagement policy, as well as the school-wide plan, our school-parent compact and the parental engagement budget. Additionally, parent input and comments regarding this plan are welcome during the school year through an online form. The plan is posted on our school Web site for parents to view and submit feedback throughout the year. All parent feedback received during the year will be used to revise the plan for the next school year. We also distribute an annual survey online and by mail to ask parents for their suggestions on the plan and the use of funds for parental engagement. Parents can also give feedback during several parent meetings and activities during the school year including our annual Community Cares event.

### **Who is it for?**

All students participating in the Title I, Part A program, and their families, are encouraged and invited to fully participate in the opportunities described in this plan. Early College Academy will provide full opportunity for the participation of parents with limited English, parents with disabilities and parents of migratory children.

### **Where is it available?**

At the beginning of the next year, the plan will be included in the student handbook that is given to all students. As a reminder, we will have the plan available to all parents in August during registration day before the scheduled Open House event. The plan will also be posted on the school Web site. Parents can also retrieve a copy of the plan in the main office and Parent Resource Room located in B-32. For all students who reside in residential facilities served by the Muscogee County School District, parental engagement correspondence and activities information will be mailed to each facility where students reside.

## **2018 – 2019 District Goal**

The Muscogee County School District will create an environment that focuses on Tier 1 instruction while targeting individual student needs, leadership development, and customer service.

## **2018 – 2019 Smart Goals**

100% of teachers will embed focused instruction, guided instruction, collaborative learning, and independent learning into daily instructional practices by May 2019 utilizing an integrated collaborative strategies approach as measured by leadership team meetings, PLC meeting minutes, lesson plans, TKES evaluations, peer surveys, and student surveys.

Increased Learning Time Teachers at Early College Academy will teach the Social Emotional Learning (SEL) curriculum to 100% of students by May 2019 as measured by student rosters, student surveys, teacher surveys, SEL lesson plans, PBIS Team minutes, school schedules, and student work.

## **School - Parent Compacts**

As part of this plan, Early College Academy of Columbus and our families will develop a school - parent compact, which is an agreement that parents, teachers, and students will develop that explains how parents and teachers will work together to make sure all our students reach grade-level standards. The compacts will be reviewed and updated annually based on

feedback from parents, students and teachers during the Annual Parent meeting and end of year parent policy meeting.

The school - parent compacts are kept in the main office if parents need a copy.



## **Let's Get Together**

Early College Academy will host the following events to build the capacity for strong parental engagement to support a partnership among the school, parents, and the community to improve student academic achievement. All meetings for parents will be held during various days and times. Invitations will be either mailed, emailed, texted, posted on ECAC' Edmodo page and/or on the school's website.

***Middle to High School Transition July 2018 & March 2019***  
***Elementary -Middle & Middle-High School Transition March 2019***

***Open House – August 2018***

Meet your child's teacher and our friendly and helpful school staff for the year.

***Annual Title I Meeting – August 2018***

We invite you to an evening of learning and sharing about our Title I program, including our Parent & Family Engagement Policy, the School Improvement Plan (SIP), the School – Parent Compacts, and parents' requirements.

***Learning Management Systems (LMS) – September 2018***

Need to know what your child has been up to in class but can't make it to the school? Well, you don't want to miss this workshop on LMS.

***Smart Goals 1 & 2 Workshop – Oct 2018***

Parents will learn what the performance standards are that teachers use for clear expectations for instruction, assessment, and student work. Also strategies for your child's progress.

***Parent Math & Literacy Night – November 2018***

Parents will experience hands-on STEAM activities from Oxbow Meadows.

***The Latest & Greatest Technology Available – December 2018***

Parents will learn the latest and greatest technology and resources that are available to you and child.

***State Assessment Workshop – January 2019***

Teachers will demonstrate various "models of instruction" used in the classroom for their students.

***Taste of Curriculum & Academic Night – February, 2019***

Sample a little bit from the different areas of your child's academics.

***Smart Goals 1 & 2 Workshop – March 2019***

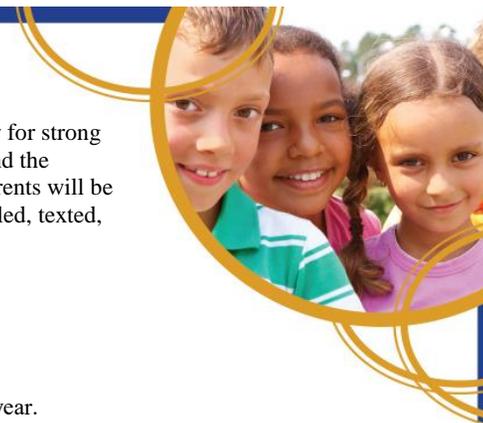
Connect with the school and community to build a better school and review school plans. Roundtable discussions with the principal and staff regarding the School Improvement Plan (SIP), Parent & Family Engagement Policy, School - Parent Compacts and the parental engagement budget.

***Lunch~N~Learn – April 2019***

Gain knowledge about college preparatory, life on campus & tour campuses. Catch up with the latest resources to help support your child's learning to achieve goals.

***Parent Appreciation – May 2019***

A celebration of parent engagement and the recognition of parental engagement influence school and student success.



## Parent Resource Room

Come visit the Parent Resource Room located in B-32 to check out books, study materials, and activities to use at home with your child. Computers are available for parents to explore the Parent Portal, Infinite Campus, Canvas and educational resources.

## Parental Engagement

Early College Academy believes that parental engagement means the participation of parents in regular two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education at school.
- 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.
- Parents will participate in parental engagement by building positive relationships with their child's teacher and school administrators.

Early College Academy is committed to helping our parents attend the family activities listed in this plan. Please call or email me if you have any questions about any workshops or programs. Your child can earn **Cougar Checks** for your attendance of any workshop.

Angela Landon (706) 748-2948 or  
[Landon.Angela.S@muscogee.k12.ga.us](mailto:Landon.Angela.S@muscogee.k12.ga.us)

## The Cougars Are Roaring!

Early College Academy will take the following measures to promote and support parents as an important foundation of the school in order to strengthen the school and reach our school goals. We will:

- ✓ Ensure that all information related to school and parent programs, meetings, and other activities is published in both English and Spanish, posted on the school Web site, and included in the monthly school newsletter for all parents.
- ✓ Provide monthly trainings for staff during their planning periods on strategies to improve communication with parents and ideas to increase family engagement. Staff will also share best practices during regularly scheduled faculty meetings.
- ✓ Share information in English and Spanish on the school website and in the school newsletter for parents to understand the school's academic standards and assessments as well as the ways parents can monitor their child's progress and work with educators.
- ✓ Communicate with all families and the community on a regular basis regarding school-wide events and activities, through phone messages, social media, and flyers.
- ✓ Work with our parents to develop relevant trainings and helpful presentations to educate our staff on the importance of parental engagement.
- ✓ Provide necessary materials and handouts for parents at conferences, meetings, and activities to help parents work with their child to improve their child's achievement.
- ✓ Use our Partners in Education and School-Community Team to improve awareness of the activities and events listed in the school parental engagement policy.
- ✓ Offer literacy and computer classes for parents to help further enhance their various educational levels.
- ✓ Collect feedback from parents at all events, place input card around the building and post suggestion form on the school website in order to respond to parents' requests for additional support for parental engagement activities.



## Family & Parent Engagement Standards

Early College Academy and our parents have adopted the National PTSA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:

1. Welcoming All Families
2. Communicating Effectively
3. Supporting Student Success
4. Speaking Up for Every Child
5. Sharing Power
6. Collaborating with Community

## District Parent Committee

Early College Academy invites all parents to join the District Parent Committee to share ideas and ways to involve other parents to build partnerships with school, families, and the community. The team will meet four times during the school year, but parents can also submit their ideas or suggestions at any school activities and meetings, as well as through our parent surveys and website. If you would like to learn more about the District Parent Committee, please contact Veverlyn Ealy, Title I Parent Specialist at (706) 748-3609 or complete the interest form and leave it in the Main Office.



## District Parent Committee

- Yes, I am interested and wish to join the District Parent Committee
- Please contact me so I can learn more about joining the District Parent Committee
- Please send me notifications about future meetings and updates

Parent/Guardian Name: \_\_\_\_\_

Child's Name and Grade: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form in the Main Office:

Name: (optional) \_\_\_\_\_

Telephone Number: (optional) \_\_\_\_\_

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