



**University Park Creative Arts
Parent Involvement Policy
Part I
General Expectations**

University Park Creative Arts agrees to implement the following requirements:

- The school will work to ensure that the required school level parental involvement policies meet the requirements of Title I; and each include, as a component, a school parent compact.
- UPCA will notify parents of the policy in an understandable and uniform format, 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.
- In carrying out the Title I parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency and other needs.
- If the program plan for Title I is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).
- The school will involve the parents of children served in Title I schools in decisions about how Title I funds are reserved for parental involvement is spent.
- The school will build parent's 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 will provide other reasonable support for parental involvement activities as the parents may request.
- The school will be governed by the following statutory 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—

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) 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;*
- (D) the carrying out of other activities, that promote parental involvement*

PART II
DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED
SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. UPCA will hold an annual meeting on *September 15, 2016* to inform parents of the school's participation in Title I and the right of parents to be involved. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents to this meeting, and will encourage them to attend, by:

- *Using ConnectEd to invite parents*
- *Promoting Event via Newsletters, Flyers, E-mails and Marquee*

2. UPCA will take the following actions to involve parents in the process of school review and improvement under Title I:

- *Parent Involvement of School Improvement Plan*
 - ✓ *SLT Meetings*
- *Provide opportunities for meetings with flexible times and schedules –*
 - ✓ *Morning Principal Coffee Meetings 2 times this school year*
 - *December 2016*
 - *April 2017*
- *Evening meetings as mentioned throughout the policy*

3. UPCA will provide parents of participating children information in a timely manner about Title I programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:

- *Scheduling parent-teacher conferences (Fall & Spring)*
- *Scheduling parent meetings and workshops*
- *Providing information on school website (to the extent practicable)*
- *Providing information in school & teacher newsletters*
- *Scheduling Academic & Technology Workshops for parents*
- *Corresponding through student agendas*

4. UPCA will at the request of parents, provide opportunities for regular meetings. The school will respond to any such suggestions as soon as practicably possible by:

- *Responding by phone calls*
- *Responding by email, letters, notes in agendas, or other written communication*

5. UPCA will provide each parent an individual student report about the performance of their child on the State assessment in at least math and reading by:

- *Distributing reports to parents*
- *Utilizing Power School to keep parents of students in grades 3-5 informed*

6. UPCA will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified by:

- *Sending home a parent notification letter*

7. UPCA will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described in this paragraph –

- *August – Open House*
- *September – Curriculum Night/Title I Annual Meeting
Walk into the New Year Event*
- *October- Muffins for Mom and Donuts for Dad
Math Night*
- *November – Parent Holiday Lunch*
- *Dec., April – Principal Coffee*
- *December – Winter Wonderland Dance
Performing Arts Grade 2-3*
- *February – Book Fair and Reading Night
Performing Arts Grade 4*
- *March – Muffins for Mom and Donuts for Dad
Performance Arts K-1*
- *April – Book Fair*
- *May – Book Fair Family Night
Performing Arts Grade 5*
- *June – Kindergarten Graduation
Talent show
5th grade Graduation
Family Summer Reading Kick-off Night*

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

- *September 15, 2016 – Curriculum Night/Title I Annual Meeting*
- *October 20, 2016 – Family Math Night*
- *February 9, 2017 – Reading Fiesta Night*
- *TBD – EOG Parent Night*
- *June 8, 2017 – Family Summer Reading Night*

10. UPCA will educate staff in how to reach out to, communicate with, and work with parents as equal partners and in how to implement and coordinate parent programs and build ties between parents and schools, by scheduling meetings:

- *Monthly Parent Participation, Marketing and Partnership committee meetings*

11. UPCA will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with the PTO and other programs. The school will also conduct other activities that encourage and support parents in more fully participating in the education of their children, by scheduling meetings for our parents:

Monthly...PTA Meetings

September 15, 2016 – Curriculum Night/Title I Annual Meeting

October 20, 2016 – Family Math Night

December 15, 2016...Performing Arts Grades 2-3

February 23, 2017...Performing arts Grade 4

February 9, 2017 – Reading Night

TBD – EOG Parent Night

March 30, 2017... Performing Arts Grade K-1

May 11, 2017... Performing Arts Grade 5 & Book Fair Family Night

June 8, 2017 – Family Summer Reading Night

- ***Quarterly Awards Programs –***
 - o *November; February; & April*
- ***Principal Coffees –***
 - o *December; & April*

12. UPCA will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of children in an understandable format, including formats upon request, and, to the extent practicable, in a language the parents can understand:

ConnectED

UPCA Website/English & Spanish

Parent Letters

UPCA Grade Level Newsletters

Student Agendas

Parent-Teacher Conferences

School Brochures

Facebook

Twitter

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PART III ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I at UPCA. This policy was adopted by UPCA on May 15, 2016 and will be in effect as of August 25, 2017. The school will distribute this policy to all parents of children on or before November 1, 2016. Please use the attached form to submit any comments or feedback to Jaime Tecza, Principal of University Park Creative Arts.

In compliance with federal law, Charlotte Mecklenburg Schools administers all education programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.

Parental Involvement Feedback Form Comments:

Student
Name: _____

Homeroom
Teacher: _____

Parent Signature: _____