

Pan-American Charter School Family Involvement Plan 2017-2018

I. General Expectations

1. Pan-American Charter School will put into operation programs, activities and procedures for the involvement of families. These will be planned and operated with meaningful consultation with families of participating children.
2. The school will have a school-family compact in place.
3. The Pan-American Family Involvement policy/plan will be incorporated into the school planning.
4. Pan American will provide full opportunities for the participation of families with limited English proficiency, and families with disabilities, including providing information and school report cards in an understandable and uniform format and to the extent possible, in a language families understand.
5. Pan-American will encourage ongoing comments and feedback on the plan and implementation.
6. Pan-American will involve families of children served in decisions about how the 1% set-aside of Title I funds reserved for family involvement is spent and will ensure that not less than 95% of the 1% reserved goes directly to schools.
7. Pan-American will be governed by the following statutory definition of parental involvement and expects its Title I school will carry out programs, activities and procedures in accordance with the definition:
Family involvement means the participation of families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (A) *That families play an integral role in assisting their child's learning;*
 - (B) *That families are encouraged to be actively involved in their child's education at school;*
 - (C) *That families 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 under section 1118 of the ESEA (Elementary and Secondary Education Act).*

II. Description of how Pan-American will implement the School Wide Family Involvement Plan Components

1. Pan-American involves families in the joint development of its school wide Family Involvement Plan.
 - Pan-American Parent Partners Committee (PPC) will assist in scheduling parent involvement by scheduling meetings, disseminating information, and soliciting parent input regarding school improvement, evaluation, and recommendation for improvement.
 - The draft version of the Family Involvement Plan will be posted on the School's website and the parent communication board with opportunities for families and community members to participate.
2. Pan-American takes actions to involve families in the process of school review and improvement.
 - Pan-American Parent Partners Committee (PPC) will meet quarterly and participants will address the school and review the improvement.
 - Pan-American PPC will recruit families by advertising through school flyers, school newsletters, monthly calendars sent home with each student, e-mails to schools as well as personal invitations to families.
 - The school wide family survey will be distributed in March or April to families to request input on their school.
 - The school will invite families to participate in various committees that address school review and improvement.
 - Families will be encouraged to give feedback at various Family Nights through Family/Guardian survey cards and feedback forms disseminated at the end of each training class/workshop.
3. Pan-American's Title I program will take the following actions to conduct ongoing evaluation of the effectiveness of family involvement strategies and to identify barriers to greater participation.

- The school's family survey will provide a consistent tool to obtain feedback from families regarding their satisfaction and suggestions for improvement. Data will be reviewed with parent groups, staff, Pan-American Parent Partners Committee, and Title I committee.
- The Title I Coordinator will meet with family members at workshops, community meetings, and individually to ask for feedback.
- Pan-American's Family Involvement Plan will be available on the school's website and at each location with a Feedback/Comments option.

4. Pan-American will build the school's and parent's capacity for strong parental involvement, to ensure effective involvement of parents and support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- A. The school will provide assistance to families in understanding topics such as Arizona's Academic Standards, state and local assessments, monitoring student progress, requirements offered through Title I, and how to work with educators.
 - The school will provide information to families on school goals, academic outcomes, parent resources, student records, and school report cards as well as information to the Arizona Department of Education and state and local services
 - An Every Student Succeeds Act newsletter will be distributed throughout the school annually to provide information on ESSA and Title I requirements as well as school achievement status.
 - The school will also provide information regarding NCLB and/or Title I through parent meetings, open house, parent-teacher conferences, and newsletters.
 - The school will provide brochure/handouts to share with families with information on student's expectations, academic goals, and standards.
 - Opportunities will be given to parents to participate in various educational workshops.
 - Pan-American will provide ongoing workshops for families on academic topics, state standards, assessments, and resources available.
- B. Pan-American will provide materials and training to help families work with their children to improve academic achievement.
 - Pan-American will offer trainings and workshops in:
 - Offer after-school tutoring, Saturday School, and Summer School by Highly Qualified teachers.
 - Family Reading and Math nights. Parents will be encouraged to attend to acquire strategies on how to work with their child at home in reading and math.
 - Pan-American will provide resources to help families to improve their children's academic achievement.
- C. Pan-American will, with assistance of its schools and families, educate its teachers, personnel, principals, and other staff, in how to reach out to, communicate with, and work with families as equal partners.
 - The school's Title I Coordinator will work with the school, parent groups, and the school board to identify needs, solutions and the professional development required to support the Family Involvement Plan.
 - Through implementation of the Family Involvement Plans, schools will actively involve families in the important decisions about their student's education.
- D. Pan-American will collaborate with families, schools and the community to overcome identified barriers to full participation in the educational process.
 - Schools will identify families who require information to be available in another language or in a non-written format.
 - Written Spanish translations will be provided.
 - Interpreters for Spanish will be available.
 - Pan-American will provide an annual calendar of meetings/events to be distributed to homes and schools.

- The School’s annual family survey is available for print in Spanish and will also be made available in Spanish online.
- Pan-American school and teachers will make every attempt to schedule meetings and conferences at times that are conducive to involve the greatest number of families, including offering alternative opportunities to attend student-teacher conferences for those unable to attend at the schedule time.

III. Discretionary School Wide Family Involvement Policy Components

- A. In addition to the goals and activities outlined above, in consultation with families, Pan-American will build family capacity to support their children’s academic achievement.
- B. Pan-American will collaborate with community-based organizations and businesses to support families in the community.
- C. In order to maximize parental involvement and participation in their children’s education, scheduling meetings at a variety of times between teachers and other educators, who work directly with participating children with parents who are unable to attend those conferences.
- D. Pan-American will provide other reasonable support for parental involvement activities under section 1118 as parents request.

IV Adoption

Pan-American Charter School’s Family Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by

The policy was adopted by Pan-American Charter School on 12/14/2017 and will be in effect for the period of 12/14/2017 to 12/14/2018, with annual reviews/updates for each successive year. The school will distribute this policy to all parents of participating Title I, Part A children on or before 12/18/2017.

Todd Wade

Signature of Authorized Official

12/14/2017

Date