

Advanced Technologies Academy Parent Involvement Policy 2016-17

This policy has been jointly developed and agreed upon by A-TECH and parents of students served in the school pursuant to Title I. A-TECH will convene an annual meeting at a convenient time for parents to evaluate this policy. This meeting will be held on September 13, 2016, at 9:00 a.m. Administration and staff members met to discuss and formally approve the policy on September 6, 2016. Staff and parents who are unable to attend a meeting may schedule a separate meeting at a more convenient time with the principal and Title I coordinator, Jonathan Synold. The school's parent involvement policy, developed by staff and parents, will be distributed in an understandable and uniform format and to the extent practicable, in a language parents can understand. The parent involvement policy will also be made available to the community through A-TECH's website, atech.org.

A-TECH will involve parents in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, school performance plan, and parent involvement policy. Parents will be presented with a Title I budget and discuss priorities with the principal during Title I meetings. Parents can also reach out directly to the principal at any time throughout the year to analyze and discuss Title I funding and any other school concerns. The main goal of Title I funds will be to increase student achievement and direct support of students' college and career readiness.

The Educational Involvement Accords are integrated into the registration process through Infinite Campus. Parents must review Accords prior to completing their child's registration. Administrators and teachers will have access to the Accords when needed for parent/student conferences or other occasions. The concepts found in the Accords are used to assist administrators and teachers in developing strong parent and family engagement including frequent communication regarding academic progress and upcoming events.

The results of the Student, Staff, and Parent surveys from the annual CCSD survey results and the AdvancEd Accreditation survey from March 2015 were utilized when developing this policy. Survey data was shared at PAC and Accreditation meetings with administration, parents, and staff. From these meetings and data analysis, it was determined that parents and staff wanted greater family engagement and communication. A-TECH's administration and staff will:

- Provide assistance to parents, as appropriate, in understanding such topics as the state's academic content and achievement standards, graduation requirements for each cohort, state and local assessments, the requirements of Title I, how to monitor their student's academic progress, and how to work with school staff to improve the achievement of the students.
- Provide high-quality curriculum and instruction in a supportive and effective learning environment enabling students to meet the state academic standards.
- Connect with the district's FACEs program to offer additional support services and professional growth opportunities for families.
- Open lines of communication with parent phone calls, text messaging through Google Voice, and Positive Postcards. Bilingual letters may be sent home to parents who do not understand English.
- Hire a College and Career Specialist to operate out of the counseling office and provide information about college visits, scholarships, grants, and career opportunities to students and parents of all grade levels. The College and Career Specialist will also create and supervise a new College and Career Center in the Counseling office that will be open from 7-2:30pm daily. Parents and students may also schedule individual appointments with the Specialist and their counselors.
- Offer parent involvement activities in the school that will include opportunities for parents to volunteer and be in school activities:
 - Staff development and parents, guardians and family education

Advanced Technologies Academy Parent Involvement Policy 2016-17

- Selection and training of a Parent Ambassador to represent parent interests with administration.
- Parent involvement in school decision-making by participating in staff interviews and budgeting meeting when appropriate.
- Effective communication between the school and parents through Google Voice, Infinite Campus, email, traditional mail and phone calls.

A-TECH will provide materials and training to help parents work with their children to improve the students' achievement through the A-TECH website, atech.org, parent information night, AP Night, College Night, monthly PAC meetings, and a variety of parent/community engagement activities to be held throughout the year. The A-TECH website has a link to Google Translate which automatically translates the entire website into over a hundred languages. This will allow parents to access important school information in their home language.

Through quarterly faculty professional development, the administration in conjunction with the FACES program and Parent Advisory Committee, will educate teachers, pupil service personnel, and other staff in:

- The value and utility of contributions of parents
- How to reach out to, communicate with, and work with parents as equal partners through new technologies
- Implementing and coordinating parent programs
- Building ties and gaining trust between parents and the school

A-TECH has extensive relationships with outside organizations to support students and families academic achievement. For example, on October 27, A-TECH hosted the FACES Parent Ambassador Event which welcomed dozens of parents from across Las Vegas for a day of training on how to advocate for and support school improvement. A-TECH hosts monthly Advisory Board meetings with local business members in order to ensure CTE curriculum is preparing students for real-world skills and employment opportunities. Several students are provided internships through partnerships developed by A-TECH faculty and staff. A-TECH also hosts an annual Tech Divas program which partners with local information technology companies to give hands-on experiences to female middle school students. In addition, the Parent Advisory Committee meets once a month and works with A-TECH College and Career Center to provide scholarship and college application workshops.

A-TECH will ensure that all information related to school and parents programs, meetings, and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. For example, Parentlink calls and letters home will be translated into Spanish when possible. To the extent feasible and appropriate, A-TECH will coordinate and integrate parent involvement programs and activities and conduct other activities that encourage and support parents in more fully participating in the education of their children. A-TECH will also collaborate with FACES to provide family engagement programming when necessary.

A-TECH will provide coordinate and integrate parental involvement in activities as parents may request, such as parent comment or suggestion sheets. Parents/guardians or staff members may formally request a meeting to review and revise this policy at any time. Once a formal request has been made to revise this policy, the principal has 30 days from which to call a special meeting of parents and other

Advanced Technologies Academy Parent Involvement Policy 2016-17

stakeholders. Any revision requires half of all meeting participants to vote in favor of changes. The will of the Parent Ambassador will serve as the tie-breaking vote.