



## **Renaissance Charter High School for Innovation Parental Involvement Policy**

### **INTRODUCTION**

This Renaissance Charter High School for Innovation (“Innovation”) Parental Involvement Policy (“PIP”), established jointly with the parents and guardians of Innovation High School students, describes our parental involvement practice and describes how Innovation will implement a number of specific parental involvement activities, and is incorporated by reference into Innovation’s plan submitted to the State Educational Agency (SEA).

### **PART I. GENERAL EXPECTATIONS**

- A. The Renaissance Charter High School for Innovation (“Innovation”) agrees to implement the following statutory requirements:
  - a. The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
  - b. Consistent with section 1118, Innovation (which is its own LEA), will ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and will include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
  - c. The school district will incorporate this PIP into its LEA plan developed under section 1112 of the ESEA.
  - d. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools 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 required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

- e. If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the school.

**PART II. DESCRIPTION OF HOW INNOVATION WILL IMPLEMENT THE PARENTAL INVOLVEMENT POLICY**

- A. 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, such as those described in section 1118 of the ESEA.
  - e. Innovation will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA.
  - f. An explanation of what the identification means, and how the school compares in terms of academic achievement to other elementary schools or secondary schools served by the State educational agency involved.
  - g. The reasons for the identification.
  - h. An explanation of what the school identified for school improvement is doing to address the problem of low achievement.
  - i. An explanation of what the local educational agency or State educational agency is doing to help the school address the achievement problem.
  - j. An explanation of how the parents can become involved in addressing the academic issues that caused the school to be identified for school improvement.
  - k. An opportunity for parents to play a role in school governance by serving on

Innovation's Collaborative School Governance ("CSG") Committee, which is a body composed of staff, students and parents that meets monthly to discuss matters of importance and review Innovation's progress toward its charter goals and adherence to its strategic plan.

- l. The establishment of a counseling and parental training program, to be staffed full-time by nonprofit organization Boys Town New York, for the purpose of providing parent trainings and counseling, in addition to services to students.
  - m. The provision of on-site child-care and interpretation services to parents, upon request, to parents visiting Innovation for any education or counseling-related purpose.
- B. Innovation will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
- a. Innovation employs a full-time Family and Community Engagement Coordinator whose principal role is to perform outreach to parents, provide information relating to any school activities to parents, meet with parents to address their concerns, and identify the health and human services needs of Innovation parents and their families and identify community-based resources that are available to meet those needs.
  - b. Innovation employs a full-time Attendance Coordinator whose principal role is to track attendance, lateness and truancy, and to work together with Innovation staff and with Boys Town New York, our onsite nonprofit partner, to identify students who are in danger of failing or dropping out, and may require additional academic or counseling services. This Attendance Coordinator is in daily contact with parents of students who are in danger of failing or dropping out, and invites these parents to school for meetings with teachers, counselors, disciplinary staff and administrators.
  - c. Innovation employs five full-time, licensed counselors who are available to meet with students with mandated counseling and with other students who are in need of counseling, including crisis intervention. A referral process exists to permit any staff member to refer any student in need to our counseling staff. Parents with concerns may contact our counseling staff at any time.
- C. Innovation will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of this school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy,

or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies. These actions include, but are not limited to:

- a. Discussion of parent involvement activities and opportunities at our monthly Collaborative School Governance and Parent Teacher Organization (“PTO”) meetings.
  - b. Presentations by Innovation staff at our monthly PTO meetings on topics of interest to parents, including Innovation’s academic programs and services, our College and Career Readiness Program, and our multiple programs for students with special needs.
  - c. An annual survey of parent health and human services needs, which may include, but not be limited to, medical and mental health services, after-school programs, family counseling, legal services, criminal justice services, immigration-related services, income maintenance services, and tax preparation services, and engagement of community resources to fulfill these needs.
- D. Innovation will build the school’s and parent’s capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities and parent workshops specifically described below:
- a. City and State academic standards
  - b. College and career readiness
  - c. Financial aid
  - d. Student academic achievement standards
  - e. The requirements of Part A of Title I
  - f. How to monitor the child’s academic progress
  - g. How to work with the students’ teachers
- E. Innovation will provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- a. Holding a financial aid workshop to assist parents in preparation of college financial aid documents, including the FAFSA.
  - b. Individual meeting with parents of students with disabilities to understand their children's Individualized Education Plans ("IEP"), and to explore modifications to the IEPs.
  - c. Parenting workshops held by Innovation nonprofit organization partner, Boys Town New York, which provides services through its office located at Innovation High School, including its "Common Sense Parenting" trainings.
  - d. Engaging parents to serve on Innovation's Collaborative School Governance Committee, to give parents input into Innovation's strategic plan and charter goals.
- F. Innovation 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:
- a. Engaging parents to assist in the implementation of the Writing Revolution program, a multi-year program for all Innovation students that uses the sentence as the fundamental unit for enhancing literacy and writing skills.
- G. Innovation will educate its teachers, pupil services personnel, principals 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, by:
- a. Providing trainings on parent and family engagement.
  - b. Designating a staff member to act as a full-time parent and community engagement coordinator, with a prominent role as liaison between parents and staff, and a training role in instructing staff on the fundamentals of parent engagement.
- H. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:
- a. Engaging a full-time parent and community engagement.

- b. Staffing a full-time parent and counseling office on campus staffed by Boys Town New York.
- I. The school district will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- a. Publishing information regarding these programs and activities on Innovation’s website.
  - b. Backpacking notices home regarding these programs and activities.
  - c. Using Innovation’s automated system to call all parents to inform them about current programs and events.
  - d. Sending mailings to all parents, for especially important events.
  - e. Providing interpretation at all parent meetings.

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**PART IV. ADOPTION**

This District wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, at a Title I parent meeting held on October 24, 2016, at Innovation High School.

This policy was adopted by Innovation on October 24, 2016, will be in effect for the duration of the 2016-2017 school year, and will remain in effect until a new policy is adopted at the next annual Innovation parent Title I meeting.

The school district will distribute this policy to all parents of participating Title I, Part A children on or before October 31, 2016.

Dated:  
New York, New York  
October 24, 2016

  
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Stephen Falla Riff  
Executive Director