



THE PREPARATORY CHARTER SCHOOL
OF MATHEMATICS, SCIENCE, TECHNOLOGY & CAREERS

Pat Wright
Chief Executive Officer

Jo Ann P. Moore, M.Ed.
Principal

SCHOOL-WIDE PARENT & FAMILY ENGAGEMENT POLICY

Purpose

The Preparatory Charter School of Mathematics, Science, Technology and Careers (the school) recognizes that a child's education is a responsibility shared by parents, families, schools, and the community during the entire period the child is enrolled in school. Creating positive, home, school, and community partnerships is essential to carrying out the shared responsibility necessary to improve schools and reinforce the importance of academic achievement.

The Parent and Family Engagement Policy is being adopted in order to:

1. Support and secure strong effective partnerships among parents, families, schools and the community that serves to improve academic quality and student performance;
2. Provide the coordination, technical assistance and other support necessary to assist schools in planning and implementing effective family engagement activities to improve student academic achievement and school performance; and
3. Comply with Title I, Part A requirements regarding the establishment of a parent and family engagement policy according to Section 1116 of the Every Student Succeeds Act (ESSA).

This policy shall serve as written documentation of the School's commitment to ensure parents and families are welcomed, engaged, and valued as stakeholders in the education of their children.

PART I. GENERAL EXPECTATIONS

In support of strengthening student academic achievement, The Preparatory Charter School of Mathematics, Science, Technology and Careers receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The Preparatory Charter High School of Math, Sciences, Technology, and Careers (hereafter known as Prep Charter) agrees to implement the following statutory requirements as outlined in Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school wide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, 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 ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the school-wide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- A. *Parents play an integral role in assisting their child's learning*
- B. *Parents are encouraged to be actively involved in their child's education at school*
- C. *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. *Other activities are carried out, such as those described in Section 1116 of the ESSA*

Part II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICTWIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. JOINTLY DEVELOPED

Prep Charter will take the following actions to involve parents in the joint development of its school wide parental involvement plan under Section 1114(b) of ESSA:

- a. Extend an invitation to parents to attend a planning meeting.
- b. Organize a committee of parent/guardian volunteers who attend the planning meeting, faculty, staff, and administration.



THE PREPARATORY CHARTER SCHOOL
OF MATHEMATICS, SCIENCE, TECHNOLOGY & CAREERS

Pat Wright
Chief Executive Officer

Jo Ann P. Moore, M.Ed.
Principal

- c. Invite a representative of the Pennsylvania Parental Information and Resource Center to meet with the committee, as well as provide professional development for the faculty.
- d. Reach out to the existing parents' organization (CPAC) for support and include them in conversations related to the school wide parental involvement plan.

2. ANNUAL TITLE I MEETING

The Preparatory Charter School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

- a. Hold our annual Title 1 meeting during Back-to-School open house in October.

3. COMMUNICATIONS

The Preparatory Charter School will take the following actions to provide parents of participating children with (1) Timely information about the Title I programs, (2) Flexible number of meetings, such as meetings in the morning or evening, (3) transportation, child care or home visits, as such services relate to parent and family engagement and may use Title I funds and (4) 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. Maintain ongoing school-to-home communication, including but not limited to letters, newsletters, calendars, Power School, www.prepchs.org, progress reports, report cards, Back-to-School Nights, Report Card Conference Nights, Dual Enrollment Orientation Events, Financial Aid Training Events, Open Houses, CPAC meetings, commencements, sporting events, outdoor signage, and advertisements.
- b. Encourage parents/guardians to attend school events such as athletic competitions, talent shows, fashion shows, and other events that showcase Prep Charter students.

4. SCHOOL-PARENT COMPACT

The Preparatory Charter School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

Prep Charter will coordinate and integrate parental involvement strategies in Title I, Part A with parental involvement strategies using any state or federal programs available to students in grades nine through twelve.

5. RESERVATION OF FUNDS

The school will take the following actions to 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 parent and family engagement is spent by sharing budget allotments for the upcoming school year at our annual Title 1 Parental Input Meeting. During this meeting, parents provide input for spending.

6. COORDINATION OF SERVICES

Prep Charter will, to the extent feasible and appropriate, coordinate and integrate parent involvement and activities using any programs available for students in grades nine through twelve that encourage and support parents in more fully participating in the education of their children.

Prep Charter will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to parents/guardians of participating students in an understandable and uniform format, including alternative formats upon request, and to the extent practicable, in a language that the parents can understand:

- a. Using the home language survey, determine the students who should take the ACCESS assessment and identify those who are eligible for ELL support.
- b. Survey those students to determine if school information should be sent home in an alternative format.
- c. Provide translators for parent conferences, as needed and practicable.

7. BUILDING CAPACITY OF PARENTS

Prep Charter will build the school's and parents' 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, through the follow activities described below:

- a. Prep Charter will provide assistance to parents, as appropriate, in understanding topics such as
 1. Pennsylvania's Academic Standards
 2. Pennsylvania's Core Content Subjects
 3. Pennsylvania and local academic assessments, including alternate assessments
 4. The requirements of Title I, Part A
 5. Methods for monitoring student progress, including but not limited to dissemination of progress reports, report cards, posting of grades online at Power School, teacher phone calls and emails home
 6. How to work successfully with their children's educators to ensure academic success.
- b. Prep Charter will, with assistance, provide materials and training to help parents work with their children to improve their academic achievement, such as literacy training and using technology to foster parent involvement

8. BUILDING CAPACITY OF SCHOOL STAFF



THE PREPARATORY CHARTER SCHOOL
OF MATHEMATICS, SCIENCE, TECHNOLOGY & CAREERS

Pat Wright
Chief Executive Officer

Jo Ann P. Moore, M.Ed.
Principal

Prep Charter will, with assistance of parents, educate its teachers, pupil services personnel, specialized instructional support personnel, administrators, and other staff members in successful methods to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between Prep Charter and its parents by:

- a. Scheduling training for faculty and staff from the State Parent Involvement Office
- b. Providing training and support for parents/guardians to access grades on Power School, understand the content of Progress Reports, Report Cards, and Transcripts
- c. Requiring teachers to submit Parent Contact Logs at the end of each marking period to the principal

PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

NOTE: Prep Charter's Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement at Prep Charter to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

1. Involving parents/guardians in the development of training for teachers, administrators, and other educators to improve the effectiveness of that training;
2. Providing the necessary literacy training for parents from Title I, Part A funds, if the school has exhausted all other reasonably available sources of funding for that training;
3. Paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;
4. Training parents to enhance the involvement of other parents;
5. Arranging school meetings at a variety of times or conducting in-home conferences between teachers and other educators, who work directly with participating students, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation their children's education;
6. Adopting and implementing model approaches to improving parental involvement;
7. Establishing a parent advisory council to provide input on all matters related to parental involvement in Title I, Part A programs;
8. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities;

9. Providing other reasonable support for parental involvement activities under section 1118, as parents/guardians may request.

PART IV. ADOPTION

This School-wide Parent and Family Engagement Policy has been developed jointly with, and agreed on with parents of children participating in Title I, Part A programs, as evidenced by agendas, sign-in sheets, and feedback provided online and during meetings.

This policy was updated and adopted by The Preparatory Charter School in August 2026 and will be in effect until further revision.