



**Local Educational Agency (LEA)/District Level
Parent and Family Engagement Policy/Plan
International Charter Academy of Georgia
2023/2024
Revision Date 05/11/2023**

In support of strengthening student academic achievement, the International Charter Academy of Georgia school district 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(a)(2) of Every Student Succeeds Act (ESSA). The policy establishes the LEA's expectations and objectives for meaningful parent and family engagement and describes how the LEA will implement a number of specific parent and family engagement activities, and it is incorporated into the LEA's plan submitted to the Georgia Department of Education.

The International Charter Academy of Georgia school district agrees to implement the following requirements as outlined by Section 1116:

- The school district will put into operation programs, activities, and procedures for the engagement of parents and family members with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents and family members of participating children.
- The school district will work to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESSA, and each include as a component a school-parent compact consistent with federal law. Annual Title I Parent Meeting will be held before November 1, 2023 (date will be announced).
- In carrying out the Title I, Part A parent and family engagement requirements to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, limited literacy, disabilities, of migratory children, who are economically disadvantaged, or are of any racial or ethnic minority background, 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 LEA plan for Title I, Part A, developed under Section 1112 of the ESSA, 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.

- The school district will be governed by the following definition of parental involvement/family engagement and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

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



Working Together

The ICAGeorgia will take the following actions to involve parents and family members in jointly developing its LEA plan under Section 1112, and the development of support and improvement plans under paragraphs (1) and (2) of Section 1111(d) of the ESSA:

Parents have the opportunity to meet and work collaboratively involving the parent and family engagement policy, school and parent compact, and CLIP with ICAGeorgia school administration in the Spring. Parents will also have 2 additional opportunities (one each semester) to meet with school leaders to share ideas and offer feedback. Additionally, parents will be able to complete mid and end of the year surveys to provide feedback on either the revision of the family engagement plan, use of Title I A funds or Streamlined Consolidated LEA Improvement Plan (SCLIP).

Upon final revision, the district parent and family engagement policy will be incorporated into the CLIP each year prior to submitting it to the state. Parents are welcome to submit comments and feedback regarding the policy at any time by submitting written comments via email to the school. All feedback received by June 30, 2023 will be included with the policy for the following school year.

The district's plan to distribute this policy is to post it on the district and school website, link in the parent bulletin, and disseminate it during the annual Title I school meeting in the fall and email the link to all parents in a format and language they can understand.



Strengthening Our School

Parent meetings, events and activities will be announced in multiple ways such as email, district website, parent bulletin, through social media, and sent home with students to parents. ICAGeorgia will provide, to the extent feasible, information related to school and parent programs, meetings and other activities in a format and language that parents can understand.

Each year the district will provide assistance and support to ensure family engagement requirements are being satisfied and that parent engagement activities are being implemented.

The district will provide assistance in the following ways:

Provide frequent notifications and resources to help improve and strengthen family engagement.

Provide consistent assistance to principal and family engagement coordinator to review family engagement plans, school-family compacts, activities, and compliance requirements and ensure they are aligned to the Title I plan and focused on increasing academic student achievement.

Seek ongoing guidance through professional consultants on effective family engagement practices.

ANNUAL EVALUATION

ICAGeorgia will use the following methods each year beginning 2023/2024 school year to evaluate the content and effectiveness of the districtwide parent and family engagement plan and the family engagement activities to improve the academic quality of the targeted Title I schools:

- An annual district parent survey will be posted on the district's Title I webpage as well as made available at the school's main office and/or parent bulletin.
- The school will regularly have parents and families evaluate each engagement activity and parent workshop to gauge the effectiveness of such programs. Based on the parent feedback from these evaluations, ICAGeorgia will adjust accordingly.
- ICAGeorgia will hold parent input meetings or surveys in the spring of each year to gather parent input and feedback.
- Upon summarizing the results of our district annual parent survey, findings will be used to create and develop family engagement strategies for more effective parent and family engagement, as well as inform the district leadership and stakeholders in the revision of this plan, and if necessary, revise this plan.
- The annual district parent survey will be used to identify barriers to greater participation in parent and family engagement with particular attention to certain subgroups as described below in Accessibility.

Accessibility	NEW Upcoming Family Engagement Opportunities
In carrying out the family engagement requirements, the district will communicate and collaborate with the learning community and the Student Support Team to ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, homeless families, parents of migratory children or those of any racial or ethnic background including providing information and school reports in a language parents can understand.	<ul style="list-style-type: none">• CLIP and parent, family, and community input meetings: Spring 2024; (minimum of 1 meeting between March and May 2024) online or in-person, TBD.• Annual parent input survey Fall 2023• School parent and family engagement data driven events and activities (to be held each 3x a year, alternating to accommodate working families)..• All school activities for the 2023-2024 school year will be held in-person or virtually.



RESERVATION OF FUNDS

ICAGeorgia will reserve 1 percent from the total amount of Title I funds it receives in the FY24 to carry out the family engagement requirements listed in this plan and as described in Section 1116 of the ESSA (required only if ICAGeorgia receives \$500,000 allocation). Furthermore, ICAGeorgia will distribute 90 percent of the amount reserved to support family engagement programs and activities. The district will provide clear guidance and communication to assist in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations. Parents are given the opportunity to give input on how these family engagement funds will be used in the upcoming year at parent input meetings as well as through annual district and school parent surveys.

COORDINATION OF SERVICES

The International Charter Academy of Georgia will coordinate and integrate parent and family engagement strategies to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs: including area pre-schools such as the Sunshine House and Winters Chapel, and middle schools that offer Japanese Language courses that encourage and support parents. Parents have access to the Parent Resource Center to check out activities to reinforce learning at home. ICAGeorgia will engage these programs and districts to ensure our new families and existing families have an opportunity to fully participate in the education of their children by offering resources and assistance to help children transition into ICAGeorgia and when students are ready to transition into 6th grade, offer parent meeting to inform parents and families on middle school offerings equipping them to make the best decisions for their families.



BUILDING School and Parent Capacity

ICAGeorgia will build the schools' and parents' capacity for strong family engagement, in order to ensure effective involvement of parents and to support a partnership within our targeted Title I school, parents and the community to improve student academic achievement through the following districtwide activities and programs:

- Integrate the district's family engagement programs with public and private pre-k programs within the county into kindergarten, and other transitions from elementary to middle school options by collaborating with feeder schools to offer transition activities such as parent workshops and school tours.
- Social media, to the extent feasible, will be used to promote parent engagement opportunities, meetings and communicate with parents.
- Standards based academic parent workshops based on the needs of the parents and the school's goals to assist parents in understanding state and academic standards school curriculum and state assessments and how to monitor their child's progress will be held throughout the year between September and May.
- Parent resource links provided on the district Title I webpage, parent bulletin, and teacher websites.

- District Family Engagement Specialist, school counselor or other specialist will facilitate training on building staff capacity for school staff. School principal and/or leadership teams work together to deliver in-service training at least once/year to school staff on how to partner with families to implement parent programs/activities and how to effectively communicate and work together as equal partners.
- ICAGeorgia will invite all parents and families, throughout the year, to focused educational activities, such as math and literacy family nights; curriculum nights; parent workshops on testing and assessment, technology, and understanding state's high academic standards.
- Parents requested assistance from staff with student discipline and behavioral interventions. The district will relay this information to schools and encourage them to offer this practice as additional reasonable support to impact student achievement in a positive way.
- To the extent feasible and practical offer translation of Title I documents and information into languages other than English as well as make interpretation available at parent meetings by request or based on enrollment identifiers.
- Parent meetings, events and activities will be announced in multiple ways such as email, district website, parent bulletin, through social media, and sent home with students to parents.
- ICAGeorgia will provide, to the extent feasible, information related to school and parent programs, meetings and other activities in a format and language that parents can understand.

ADOPTION

This LEA parent and family engagement policy has been developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs, as evidenced by the collaboration of parents, community members, school and district personnel using survey results during the 2022-2023 school year. This policy was adopted by the International Charter Academy of Georgia on July 1, 2023 and will be in effect for the period of the 2023-2024 school year. The school district will distribute this policy to all parents of participating Title I, Part A children on or before August 30, 2023.

SY24 LEA Parent and Family Engagement Policy Revision Log:

Plan Established	May 11 th , 2023	Plan Effective: May 11, 2023	Plan Established
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Thank you, International Charter Academy of Georgia parents, families, and school community, for your valuable input which helped to jointly develop this Parent and Family Engagement Plan. Staying engaged in your child's education and the decision-making process for schools and the district is vital to our success. If at any time during the year you have additional comments or feedback regarding this plan or other matters relating to district parent and family engagement programs, feel free to contact the school via phone, email or by mailing the form below. We look forward to meeting you at our stakeholder input meeting in the spring.

Stakeholder Input Comments

☐ **Please contact me regarding my concern/comment.**

☐ **Phone** _____ ☐ **Email**

Name _____ **(Please Print.)**

I am a ☐ **parent** ☐ **family member** ☐ **school staff member** ☐ **community member.**

Date _____

Comments may be mailed or emailed to the following:

**Title I Department ♦3700 Engineering Drive, Peachtree Corners GA 30092 ♦ 770-604-0007
info@internationalcharteracademy.org**