



# Parent and Family Engagement Policy 2024-2025

## School: Charlotte-Mecklenburg Virtual School

### I. Parent and Family Engagement Policy

- A. List names and roles (teachers, administrators, parents, etc) of persons involved in developing Parent and Family Engagement Policy.
- John Cline, Principal
  - Carly Forshee, Assistant Principal
  - Danielle South, Academic Facilitator
  - Amy Jurusik, School Counselor
  - Bill McHenry, Social Studies Teacher
  - Ashley LaPointe, ELA Teacher
  - Maya Blumenfeld, Social Worker
  - Latisha Dixon, School Counselor
  - Ashley Sanogueira, Middle School School Counselor
- B. Briefly describe the process your school used to:
1. select participants to develop the policy (school improvement team, parent/family committee).
    - CMVS has a Parent Engagement Committee that meets monthly.
    - <https://drive.google.com/drive/folders/1oDWFnp4DnInbcmN8ZxPZMxVZdwUPA7VH>
  2. Develop policy (1-2 pages max) (policy should reflect Components II through XII taken from Parental Engagement Section 1116 of The Every Student Succeeds Act (ESSA))
  3. Implement policy

### II. Annual Information Meeting

- A. Describe your plan to conduct an annual meeting to inform parents of their school's participation in Title I Part A. Include strategies to inform English Learner parents.
- At our back to school open house held on September 7th, Title I information was shared with parent stakeholders. A Spanish interpreter was present and translated information.

### III. Flexible meeting times

- A. Describe your strategies to offer flexible times for parental and family engagement opportunities and meetings.
- Due to the nature of our school environment, all teacher meetings are offered virtually. Parent events are offered during the day and evening. Parents can make appointments with staff as needed for in-person needs.

#### **IV. Title I Part A Planning**

- A. What timeline and strategies will you use to involve parents and families in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I Part A Program.
- The open house and curriculum nights will include Title I parent information.

#### **V. Parent Information and Opportunities**

A. Describe how you will provide parents and families with the following:

1. Timely information about Title I Part A Programs
  - Title I and parent information is shared at open house events, curriculum events, and in the weekly newsletter.
2. School performance profiles
  - School performance profiles are located on our website and shared via weekly parent newsletters.
3. Assessment results of their child's performance
  - This document has been shared with parents at parent events and on the website:  
<https://drive.google.com/drive/folders/1oDWFnp4DnInbcmN8ZxPZMxVZdwUPA7VH>. It shows how parents can monitor their child's performance on the various platforms.
4. A description and explanation of the curriculum, assessment forms, and proficiency levels and state standards. Include strategies to inform parents with language barriers and/or disabilities
  - All teachers have course information posted on their Canvas homepages. It includes the standards and information needed. Teachers utilize the district interpreter line to communicate with parents as needed. Students with disabilities' proficiency is discussed at each annual IEP meeting at minimum.
5. Opportunities for regular meetings to participate in decision making
  - We have 8 newly elected parents that serve on the School Improvement Team. Our PTA board was just elected and starting to plan the 22-23 school year PTA meetings.
6. Timely responses to suggestions and questions raised by parents
  - CMVS has a one business day response communication policy that is maintained with emails and phone calls. ParentSquare has allowed teachers and parents to message back and forth on a single platform.
7. Reasonable access to staff, opportunities to volunteer and participate in child's class
  - Our teachers host office hours and maintain bookings links for one on one conferences.

#### **VI. School-Family Compact**

- A. Discuss timeframe and strategies to present and explain compact to parents as it relates to the child's achievement. Include strategies to inform parents with language barriers and/or disabilities
- The open house and curriculum nights will include Title I parent information. Interpreters will be requested and available during Zoom sessions.

#### **VII. Building Parent and Family Engagement Capacity**

A. Briefly discuss how you will address the following:

1. Provide assistance to parents in understanding performance standards, assessment, Title I, monitoring their child's progress, and participating in decisions relating to the education of their child
  - Curriculum night and Parent University

- Parent-Student-Teacher conferences
- 2. Provide materials and training to help parents work with their children (literacy training, computer skills, homework assistance/workshops, family literacy nights, adult EL, GED etc.)
  - Curriculum night and Parent University
  - Parent-Student-Teacher conferences
    - Website resources with information and videos to support learning
  - Teacher office hours
- 3. Educate teachers and other staff to work with parents
  - Parent Engagement Committee
  - Develop action plan for all staff to engage parents
- 4. Coordinate and integrate parental involvement programs/activities
  - PTA Meetings
- 5. Develop appropriate roles for community-based organizations and businesses
  - PTA Meetings
    - Our Career Development Coordinator (CDC) makes business and community connections to strengthen opportunities for students to develop skills for post-secondary success.
    - Our Occupational Course of Study program has partnered with businesses to incorporate vocational training opportunities.
- 6. Conduct other activities as appropriate and feasible that is designed to help parents become full partners in the education of their child
  - Parent University
  - Quarterly parent events on campus to coincide with in-person testing days (ie: Principal Coffee, Counselor Coffee, etc.)
- 7. Ensure that information related to parent involvement is sent home in the language used in the home
  - Parents can translate the website
    - ParentSquare allows parents to select language preferences for all communications.

### **VIII. English Learners and Disabled Parents and Families**

- A.** Provide full opportunities for the participation of English Learner parents or with disabilities
- All learners are incorporated into events. Interpreters are provided for families that need language assistance. Students with disabilities are included and supported to access all information and events.

### **IX. Parent/Family Requests**

- A.** Describe how you will provide reasonable support for activities requested by parents and families.
- All CMVS staff is highly accessible via ParentSquare, email, and phone. Parents can schedule meetings via Zoom to meet their requests or needs.

### **X. Annual Evaluation**

**A.** Discuss timeline and plan for involving parents and families in an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools.

- Monthly PTA and School Improvement Team meetings.

### **XI. Other Parent and Family Engagement Practices** (School may include the following).

Only describe the ones you choose to implement

- A.** Describe how your school addresses the following, **only** if practices are part of your schoolwide plan.
1. Involve parents/families in the development of training for teachers, principals and other educators (N/A)
  2. Provide necessary literacy training (N/A)

3. Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care cost (N/A)
4. Train parents and families to enhance the engagement of other parents (N/A)
5. Arrange school meetings at a variety of times or conduct in-home conferences for those unable to attend in school activities
  - CMVS Student Support Team regularly plans home visits to collaborate with families that benefit from that level of support.
6. Adopt and implement model approaches to improving parent and family engagement
  - Parent University
  - <https://drive.google.com/drive/folders/1oDWFnp4DnInbcmN8ZxPZMxVZdwUPA7VH>

A handwritten signature in cursive script, appearing to read "John Cline".

John Cline, Principal 4/24/24