



OGDEN PREPARATORY ACADEMY

Official Policy

8. Parents and Community

8.03.POL Parent and Family Engagement Policy

Effective/Revision Date: 03/14/2024

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It is the policy of the Ogden Preparatory Academy Board, in partnership with parents and families and in accordance with state and federal guidelines, to establish a parent and family engagement procedural framework.

Ogden Preparatory Academy (the School) regards parent and family engagement as vital to the academic success of students. Parents and families are the initial teachers of children and serve as partners with the school on helping students achieve academic success.

The School will build family capacity and foster strong parent and family engagement by taking the following actions:

- Employ a Family Engagement Coordinator to facilitate meaningful opportunities for parents to interact with and advise the school throughout the school year.
- Form a Family Engagement Committee, led by the Family Engagement Coordinator, to meet regularly and provide feedback, suggestion, and coordination on a variety of school related issues.
- Provide periodic family activities to engage students and families.
- Conduct at least one comprehensive parent survey per year, with additional, smaller surveys conducted as needed.

The Family Engagement Coordinator and the Family Engagement Committee will involve parents and families in a variety of school activities.

- The Family Engagement Coordinator will submit an annual report of successful parent and family activities to School Administration.
- The www.ogdenprep.org website will maintain information about a list of volunteer opportunities for parents and families to access.
- School Principals will provide communication to families, which will include volunteer and involvement activities.
- Teachers will inform parents about volunteer opportunities related to their classroom.

As a Title 1 School, Ogden Preparatory Academy will use Title 1 structures and requirements to increase parent and family engagement and student achievement:

- Develop and distribute a School-Family Compact describing the responsibilities of the school, the parent, and the student for improved student achievement.
- Hold an annual Title 1 Meeting to inform parents and families of OPA Title 1 activities and the parent and family rights to be engaged in the education of their student(s).
- The Administration will annually report to the OPA Board regarding how the Title I funds and other funds were used to support effective parent and family engagement.
- Follow all other Title 1 regulations and requirements.

The School will engage families in the process of ongoing school review and improvement.

- OPA will share the achievement data from the school with families.
- The School will make annual survey data available to both families and the Board of Directors.
- Using the structure of the Family Engagement Committee, the School will invite input from families regarding the School’s academic goals and annual School Improvement Plan

OPA will engage parents and families in the development of the OPA School Plan.

- OPA Administration will review parent survey data when developing the School Improvement Plan.
- Members of the Family Engagement Committee will have the opportunity to review information about and drafts of OPA’s School Plan.
- The OPA Board will give final approval of the School Plan in an open public meeting.

The School will provide coordination and technical assistance to promote quality parent and family engagement activities.

- OPA will provide annual training to teachers on effective parent and family engagement strategies.
- The School will provide information and training on the use of digital tools available for families.
- The School will take steps to make technology available to all students and families.
- The School will take steps to ensure that technology and other documentation is available in the home language of each family.

OPA will coordinate parent and family engagement strategies with other programs.

- School Administration will meet quarterly to discuss plans and coordinate efforts across grade levels and programs.
- OPA will discuss evidence-based instructional practices, character development frameworks, and behavioral support systems with families.

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The Family Engagement Coordinator will lead an annual evaluation of the Parent and Family Engagement, including this policy and any related procedures.

- Conduct an annual evaluation of the content and effectiveness of the parent and family engagement policy that identifies:
 - barriers to engagement of parents, especially parents who are economically disadvantaged, disabled, of limited English or literacy proficiency, or of any racial or ethnic minority;
 - the needs that parents and families have that may prevent them from helping with their children’s learning and from engaging with school staff; and
 - strategies to support successful family-school interactions.
- Use the findings of the annual evaluation in the following ways:
 - Educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents and families, in the value and usefulness of parent/family contributions.
 - Educate teachers, specialized instructional support personnel, principals, and other staff regarding how to reach out to, communicate with, and work with parents as equal partners.
 - Implement and coordinate parent programs in coordination with the Family Engagement Coordinator and Family Engagement Committee.
 - Plan activities and create systems to build ties between parents/families and the school.

Document History

Approved:	Unknown
Revised:	03/12/2014
	02/23/2017 <i>Clarified responsibilities between school personnel and OPAPO.</i>
	11/9/2018 <i>Name changed from Parent Involvement Policy; no vote necessary.</i>
	01/24/2019 <i>Updated language to include families and engagement. Add reference to annual title 1 meeting and inclusion of parents in establishment of policy.</i>
	11/10/2022 <i>Updated to rework organization of family engagement, to include family engagement coordinator, and to rename roles and responsibilities.</i>
	03/14/2024 <i>Added Policy evaluation requirement from USBE.</i>

Legal References

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