

## Parent Involvement Policy

Career Academy High School, a diverse learning community committed to excellence, will ensure our graduates are responsible and productive participants in an evolving global society by focusing on:

- ✓ Rigorous and engaged learning;
- ✓ A curricular foundation preparing students for post-secondary success and workplace readiness;
- ✓ Feedback and change through Naviance;
- ✓ A safe and supportive environment;
- ✓ A highly effective staff; and
- ✓ Community, business and family participation and ownership.

Career Academy High School will hold an annual parent meeting early in the school year at a convenient time to explain:

- Title I participation and requirements
- Parents' right to be involved
- Standardized tests used to measure academic progress and success
- Description and explanation of curricula to be used

2. The following items will be distributed to parents for review and input:

- Parent Needs Assessment Survey – early in the school year
- Parent Involvement Policy – Parent/Teacher Conference
- Family Involvement Calendar of Events – early in the school year
- Home School Compacts – at the first Parent/Teacher Conference
- Parent Notices as they apply to Title I

3. Career Academy High School will provide the parents of participating Title I students with timely information in a language and format easily understood in the following ways:

- Registration packets
- Teacher notes, phone calls, texts, or emails
- Weekly school newsletter
- District and school websites
- School Messenger
- Use of interpreter as needed
- Parent Access
- Counselor
- Social Media
  - [careeracademysb.com](http://careeracademysb.com)
  - Facebook
  - Instagram

4. Career Academy High School will foster positive and productive family partnerships by:

- Implementing strategies from the school improvement plan

- Providing opportunities for decision-making input related to the education of their children through school and district committees through surveys
- Offering flexible scheduling of events including but not limited to: Title I meetings, Open House, parent workshops.
- When possible, providing refreshments during parent meetings
- Holding staff meetings to focus on how to build positive family partnerships
- Fostering and encouraging good attendance

5. Career Academy High School families will in turn foster positive and productive partnerships with the school through:

- Supporting their students' learning by: ensuring good attendance, monitoring homework completion, supervising television watching and electronic game playing, encouraging positive use of extra-curricular time, and encouraging reading at home
- Volunteering at school
- Participating in school activities
- Communicating with school staff
- Being positive advocates for their children

6. Materials and training will be offered to parents on how they can assist, encourage and improve their child's academic achievement, through:

- Parent workshops coordinated by school staff and counselors
- College and Financial Aid Nights
- School Messenger

7. Career Academy High School will coordinate and integrate parent and community involvement with local agencies, schools, and other public programs including:

- Trine
- Ivy Tech Community College
- Social Workers

8. Career Academy High School will communicate to the district any parent concerns with the Title I program. The Title I Department will receive the comments and respond to any suggestion or concern as timely and practically as possible.