



**Memphis Delta Preparatory**  
CHARTER SCHOOL

# **Parent and Family Engagement Policy and Plan**

## **2023-2024**

*Updated August 2023*

Memphis Delta Preparatory Charter School believes that parents and families are critical to the educational wellbeing of our children. We believe that parents, teachers, administrators, and community members must have high expectations and work together for student achievement. The purpose of the Parent and Family Engagement Policy and Plan is to outline the ways in which Memphis Delta Prep will ensure that our families are true partners in our school community. Memphis Delta Prep also commits to creating opportunities for families to participate in planning, designing, and implementing the Family Engagement program.

### **GOALS**

1. Parents/family members become stakeholders in the education process and are continuously aware of the responsibilities and expectations of the school.
2. Parents/family members are able to understand academic content in order to support their students. They learn strategies to address students' areas of need and are involved in the academic experience.
3. Parents/family members are able to understand Social Emotional Learning concepts (SEL) in order to support their students. They learn strategies to address students' areas of need and are involved in the social emotion growth and well-being of the student.
4. Parents/family members feel connected to the school community and participate in meaningful family involvement.

## **PARENT AND FAMILY ENGAGEMENT POLICY**

- I. Parent and Family Engagement Policy/Plan Development
  - A. On an annual basis, Memphis Delta Prep shall develop jointly with parents of participating children a written Parent and Family Engagement Policy/Plan.
  - B. Parents will be notified of the Policy/Plan in an understandable and uniform format. To the extent practicable, the policy will be provided in a language parents can understand.
  - C. The Parent and Family Engagement Policy/Plan shall be made available to the local community and updated periodically to meet the changing needs of parents, students, and the school.
- II. School Improvement Plan Development
  - A. Memphis Delta Prep shall involve parents in an organized and ongoing way in the planning and review of the School Improvement Plan.
  - B. If the School Improvement Plan is not satisfactory to parents, Memphis Delta Prep shall include any parent comments in its plan submission to the State of TN.
- III. Annual Meeting
  - A. Memphis Delta Prep shall convene an annual meeting to inform parents of the school's Title I status.
  - B. The meeting shall discuss the following topics: Parent and Family Engagement Policy/Plan, reporting student progress, parent-teacher conferences, parental involvement requirements, parent training, school progress/status, school improvement plan, additional parent meetings, teacher qualifications, parents' right to know, school/parent compact, and student code of conduct.
  - C. The meeting shall be offered at least two times, once in the morning and once in the evening, in order to accommodate parents' schedules.
  - D. All parents shall be notified of the meeting in an understandable format and encouraged to attend.
- IV. School-Parent Compact
  - A. On an annual basis, Memphis Delta Prep shall develop jointly with parents of participating children a written School-Parent Compact.
  - B. The compact shall describe Memphis Delta Prep's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet academic achievement standards.
  - C. The compact shall describe the ways in which parents will be responsible for supporting their children's learning.
  - D. The compact will address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, parent-teacher conferences, frequent progress reports, and reasonable access to staff, volunteer opportunities, and classroom observations.
- V. Building Parental Capacity for Involvement
  - A. Memphis Delta Prep shall provide assistance to parents in understanding academic content standards, state and local assessments, how to monitor a student's progress, and how to work with educators to improve student achievement.
  - B. Memphis Delta Prep shall provide materials and training to help parents work with their children to improve achievement.

- C. Memphis Delta Prep shall educate teachers and other staff, with the assistance of parents in: the value of the contributions of parents, how to communicate and work with parents as partners, how to implement and coordinate parent programs, and how to build ties between parents and the school.
  - D. Memphis Delta Prep shall, to the extent feasible and appropriate, integrate parent involvement activities with other programs.
  - E. Memphis Delta Prep shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language that parents can understand.
  - F. Memphis Delta Prep shall provide reasonable support for parental involvement activities as parents may request.
- VI. Accessibility
- A. Memphis Delta Prep shall, to the extent practicable, provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information in a format and, to the extent practicable, in a language such parents understand.

## **PARENT AND FAMILY ENGAGEMENT PLAN**

In accordance with Memphis Delta Prep's Parent and Family Engagement Policy, this Parent and Family Engagement Plan will outline the specific actions to implement the policy and foster family engagement within the school.

### **Parent and Family Engagement Policy/Plan Development**

- The School Improvement Team, led by the Executive Director, will coordinate the development of the Parent and Family Engagement Policy/Plan.
- Parents will be invited to planning meetings and also invited to provide input via surveys administered during the annual meetings and parent-teacher conferences throughout the year.
- The Policy/Plan will be distributed at Back to School Night and during home visits. Additional copies will be available during Parent-Teacher Conferences and upon request from the Main Office at any time.
- The Policy/Plan will be also be available via the school's website.
- Parents may request changes/input to the Policy/Plan at any time by submitting a request, in writing, to the Executive Director.
- The Policy/Plan will be formally revisited in the spring of 2023 to make additions and revisions for the following school year.

### **School Improvement Plan Development**

- The School Improvement Team, led by the Executive Director, will invite parents to join the School Improvement Team and attend meetings.
- The School Improvement Team will also include parent input provided via surveys administered during the annual meetings and parent-teacher conferences throughout the year.
- If, during the process of developing and revising the School Improvement Plan, there are any portions of the plan that are not satisfactory to parents, the ED will include those parent comments when submitting the plan to the Tennessee Department of Education.

### **Annual Meeting**

- Memphis Delta prep will convene an annual meeting prior to September 30 each school year.
- The Executive Director will be in charge of the annual meeting.
- The meeting will be offered at least once in the morning and at least once in the evening.
- Parents will be informed of the annual meeting via flyers, the school marquee sign, the monthly newsletter, the weekly communication sheet, and reminder all-texts.
- The annual meeting will include, at a minimum, a discussion of the following topics: Parent and Family Engagement Policy/Plan, reporting student progress, parent-teacher conferences, parental involvement requirements, parent training, school progress/status, school

improvement plan, additional parent meetings, teacher qualifications, parents' right to know, school/parent compact, and student code of conduct.

### **School-Parent Compact**

- During the development of the Parent/Family Engagement Policy/Plan each year, the team will also develop/revise the School-Parent Compact.
- The compact will:
  - describe Memphis Delta Prep's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet academic achievement standards;
  - describe the ways in which parents will be responsible for supporting their children's learning;
  - address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, parent-teacher conferences, frequent progress reports, and reasonable access to staff, volunteer opportunities, and classroom observations.

### **Building Parental Capacity for Involvement**

- Memphis Delta Prep will provide assistance, training, and materials for parents to understand academic content standards, state and local assessments, how to monitor a student's progress, and how to work with educators to improve student achievement.
- At the annual meeting, parents will be given initial information about curriculum, content standards, and achievement/progress assessment. They will also be given information on how to access additional resources and training to support their children.
- At parent-teacher conferences in the fall, parents will be given information on both MAP and STEP assessments in order to understand their students' present levels and areas of growth. Teachers will also provide specific strategies regarding how to help students grow in reading.
- Memphis Delta Prep's Parent Involvement Organization, facilitated by the Director of Culture, will meet approximately once per month to foster family engagement.
- PIO meetings will include guest presentations from various community organizations to provide additional information and resources for parents.
- Memphis Delta Prep will provide professional development during the summer and throughout the school year specifically about working and communicating with families as partners. When possible, this professional development will include representation from parents.
- PIO meetings will include time in every agenda for parents to share their feedback and perspectives with staff.
- Memphis Delta Prep staff will ensure information is communicated through a variety of avenues, including but not limited to the monthly newsletter, weekly communication sheet, separate flyers, school sign, and all-text reminders.
- Memphis Delta Prep will invite and work with other community organizations to provide additional resources to families. Some of these organizations include Universal Parenting Place, Porter Leath, Parents as Teachers, South Memphis Alliance, South Branch Library, The Soulsville

Charter School, the local Neighborhood Watch, Bellevue Tennis Center, Memphis Rox, Girls Inc., South Memphis Shalom Zone, Strengthening Families, Anaya, and Behavior Services of the Mid-South.

- Memphis Delta Prep will provide reasonable support for parental involvement activities as parents may request.
- Memphis Delta Prep will operate an open-door policy. Every parent and community member will be welcomed into the building to observe the hard work the MDP students and teachers are doing every day. Visitors are welcome any time, with the exception of state testing and possible other specific events at the discretion of school leadership. All visitors must check in at the school office and wear an MDP visitor nametag at all times while on school premises. Visitors may be asked to leave if they are disruptive to the learning process or pose a threat to student/staff safety.

### **Memphis Delta Preparatory Commitment to Excellence**

At Memphis Delta Prep, located in the heart of South Memphis, we strive to be the best school in the country by cultivating great teaching, through deliberate practice and over preparing students to reach, attend, and graduate from highly selective colleges and universities... all with a smile!

#### **Memphis Delta Preparatory Commitments**

- I am a member of the Memphis Delta Preparatory Community.
- I am dedicated to change and ongoing improvement.
- I believe in the power of deliberate practice and commit to practicing the skills I need to be successful.
- I believe that I can consistently accelerate my growth potential by getting better, faster.
- I believe in the power of positivity and will smile every day!
- I believe that the only true guarantee of success is being over prepared and I will strive to be at all times.
- I believe in Memphis and the mission of Memphis Delta Preparatory.

#### **Parent/Guardian Commitments**

- I will ensure that my child attends school regularly and on time.
- I will support my child in regularly completing his/her homework.
- I will strive to volunteer at the school when possible.
- I will communicate with my child's teacher and work together with school personnel to help my student progress academically.

#### **Teacher/Administrator Commitments**

- I will maintain high expectations for every student.
- I will provide high-quality, rigorous, curriculum and instruction to help students achieve the State's academic standards.
- I will provide regular communication parents regarding their student's academic progress, including parent-teacher conferences three times per year.
- I will provide intervention options, when necessary.
- I will be a model for positive behavior, and treat all students with respect.

- I will provide access for parents to volunteer, participate, and observe in the classroom.
- I will provide a safe, supportive, and enriching learning environment designed to help all students succeed.

Student Name:

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Parent Name: \_\_\_\_\_ Teacher Name: \_\_\_\_\_

Administrator Name: \_\_\_\_\_