



JAMES IRWIN CHARTER SCHOOLS

Character Development and Academic Excellence

Mission Statement: The mission of James Irwin Charter Schools is to help guide students in the development of their character and academic potential through academically rigorous, content-rich educational programs.

Board Meeting Minutes September 27, 2022 ~ 6:00 p.m.** Fourth Tuesday of each month unless noted**

Board Members Present

Jeff Kemp, President

Greg Swartz, Vice President

Steve Hester, Treasurer

Angie Guerrero, Secretary

Leilani Foronda, Director (6:15)

Tricia Lykes, Director (6:10)

JICS Executives Present:

Rob Daugherty, Chief Executive Officer

Courtney Kennedy, Chief Financial Officer

I. Preliminary

1. Call to Order ~ Jeff Kemp 6:00 p.m.
2. Pledge of Allegiance ~ Jeff
3. Mission Statement
4. Approval of Agenda ~ Greg Swartz moves to approve the agenda as presented Steve Hester seconds the motion. No further discussion. All in favor 4/0.
5. Approval of Previous Minutes of Angie move to approve the minutes of August 23, 2022 and August 30, 2022 (Special Meeting) as presented. Greg Swartz seconds. No further discussion. All in favor 4/0.
6. Public Comments ~ Beth Noskry addresses the Board regarding I/C and grades.

II. Reports

1. Elementary Schools Report
Cari Reed and Saadia Dumas

1. CEO Report - Rob Daugherty



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2. CFO Report – Courtney Kennedy
3. Principals' Report

III. Discussion Items

1. Day of Service
2. CLCS Conference
3. PTEC ~ ILOP
4. JICA – 2022-2023 Parent and Family Engagement

IV. Decision Items

1. Approval of ILOP WBL a part of PTEC ~ Steve makes motion to approve the ILOP WBL as part of PTEC as presented. Angie seconds. No further discussion. All in favor 6/0.

Adjournment ~ Jeff Kemp at 8:11 p.m.

2. Approval of JICA – 2022-23 Parent and Family Engagement ~ Steve motions to approve the JICA 2022-23 Parent and Family Engagement Policy as presented. Leilani seconds. No further discussion. All in favor 6/0.

James Irwin Charter Academy Parent and Family Engagement Policy &

Parent Commitment 2022-2023

NOTE: Each school receiving funds under Title I, Part A of the Elementary and Secondary Education Act (ESEA) must develop a written school-parent policy that is jointly developed with parents for all children participating in Title I, Part A activities, services, and programs. The compact, also jointly developed with parents, is part of the school's written parental involvement agreement (policy) developed by the school and parents under section 1118(b) of the ESEA. The compact must outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

SCHOOL PARENTAL INVOLVEMENT POLICY

James Irwin Charter School will:

Involve parents in the planning, review, and improvement of the school's parental involvement policy, and School-Wide Program Plan in an organized, ongoing, and timely way. This will be accomplished by obtaining parental feedback and input for parent involvement policy and program plan in our school accountability meetings. Parental feedback will also be obtained through our annual school survey.



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Hold an annual meeting within the first month of school to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.

Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet. This information is provided in our parent information meetings, Back-to-School Night, and parent-teacher conferences.

On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.

Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I.

Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

School-Parent Compact

James Irwin Charter Academy distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents during school accountability meetings, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction



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- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The school-parent compact is provided to all parents as a part of yearly registration paperwork.

JAMES IRWIN CHARTER ACADEMY SCHOOL RESPONSIBILITIES

James Irwin Charter Academy will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables participating students to meet high student academic achievement standards by providing Direct Instruction Phonics-Based Reading Curriculum, Novels Reading & Writing Curriculum, Core Knowledge Scope & Sequence, and CHAMPS Positive Behavior Management Program. Our teachers will receive on-going professional development and coaching in effective teaching techniques and behavior management. Our students will benefit from fluid, data-driven performance grouping in reading and math.

James Irwin Charter Academy will hold mandatory and optional parent-teacher conferences in order to communicate student progress and achievement. There will be one mandatory parent-teacher conference in October and an optional parent-teacher conference in April. Parents may also request a meeting with teachers at any time.

James Irwin Charter Academy Staff will provide parents with frequent reports on their children's progress through mid-quarter progress reports, report cards, and formative and summative assessments.

James Irwin Charter Academy Staff will provide parents with reasonable access to teachers via phone or email to set up meetings at the parent's request. Parents and teachers may also communicate frequently through the daily school-to-home Learning Plan.

James Irwin Charter Academy Staff will provide parents opportunities to volunteer and to observe classroom activities through its "Open Door, Open Chair" policy, which begins daily after Labor Day.

Building Capacity for Involvement



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James Irwin Charter Academy engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children through parent-teacher conferences when state assessments and local data are presented and interpreted for parents. Parents are informed of the school-based interventions and given suggestion for home-based support. Back-to-School night is an additional opportunity for parents to learn our grading scale, interpretation of the report card, scope and sequence of curriculum, and ways to communicate with the teacher to best support their child's character and academic development.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement by offering afternoon or evening sessions that provide strategies to support reading and math instruction at home.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and how to work with parents as equal partners by including effective communication with parents in our annual professionalism and ethics training.
- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children by offering school-based and home-based volunteer opportunities, after-school activities, and school assemblies.
- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand. When possible, documents are provided in the family's home language or providing by an interpreter.
- The school provides support for parental involvement activities requested by Title I parents by collecting suggestions and ideas through our school accountability committee, principal-parent meetings, and the annual parent survey.



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Accessibility

James Irwin Charter Academy provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand, and an interpreter is available for school-parent meetings.

Jeff Kemp, President

Angie Guerrero, Secretary