



Thea Bowman Leadership Academy 2019 - 2020

School Parental Involvement Policy

Thea Bowman Leadership Academy is consistently striving to prepare our scholars for academic success and leadership roles in a global society. We value our parents and teachers for their strong commitment to providing all scholars the opportunity to excel in their academic performance. The Thea Bowman Leadership Academy "School Parental Involvement Policy" represents a partnership between parents, staff, scholars, and the community. Guidelines include:

- **Encourage parental involvement at the beginning of the school year by providing parents with a detailed description and explanation of the curriculum in use at the school.**
 - Prior to the start of school, parents and students (new and returning) will be invited to attend the Student Orientation meetings, held at both campuses. The annual Open House will be held in September for parents to view classrooms and speak briefly with their student's teacher(s). To accommodate parents with students at the Elementary and Jr. / Sr. High School, each event will be scheduled on different days.
 - Letters will be mailed home, flyers posted on our website, and a reminder to all parents using our call messaging system.
 - During each of these events, school leaders will provide information regarding the curriculum for the school year. Dates will be provided for NWEA, ILEARN, IREAD-3, and ISTEP+ Assessments. Parents will receive results of each assessment as soon as the school is informed. School rules and policies will be addressed. Parents will be given an opportunity to ask questions and provide feedback.
 - Surveys and sign-in sheets for each event will be maintained by the Title I Coordinator.

- **The annual Title I Parent Meeting(s), scheduled to take place in September, will be held to inform parents of the school's participation in Title I, Part A.**
 - Notification of the Title I Parent Meetings/Updates will be sent home along with being posted on our website followed by a reminder using our call messaging system.
 - Our first Title I Meeting/Updates will be provided during our Open House, which is when the most parents are present. In addition to handouts at the Open House, we will mail home to all parents detailed information regarding Title I Programs.
 - Parents will receive information regarding various assessments used to measure students' achievement and the proficiency levels students are expected to meet.
 - Additional information regarding dates of NWEA, ILEARN, IREAD-3, and ISTEP+ Assessments will be provided.
 - Detailed information will be provided regarding Title I Programs designed to assist our students in passing state assessments. After-School Tutoring Programs will be available for grades 2nd – 12th. Summer School programs will also be available for grades K – 12th.
 - Parents will be made aware of their rights to be involved in the success of Title I Programs.

- **(SWP Schools) If the Schoolwide program plan under section 1114(b)(2) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the LEA. Parents are to contact School Leaders if they have concerns about the Schoolwide program.**
- Parents are encouraged to provide feedback on planning, reviewing, and improving Title I Programs.
- Our curriculum in use at the Elementary school for Reading/Language Arts and Math is set up to provide students 90 minutes of instruction time and 30 minutes intervention/enrichment time. The Reading/English textbook for grades K-6th is Journeys and the Math textbook is Saxon (Houghton Mifflin Harcourt).
- Our curriculum in use at the Jr. High School for Math and English/LA is 60 minutes of instruction time. The textbook used for English is Collections and the Math textbook is Eureka (grades 7th – 8th).
- Our curriculum in use at the High School for Math and English/LA is 60 minutes of instruction time. The textbook used for English is Collections and the Math textbook is Eureka (grades 9th – 12th).

- **The school will provide all parents with a copy of documents to keep them informed of their rights to know about parental involvement events/activities, and the expectations of parents, teachers, and students.**
 - In October/November, the school will mail home to 100% of our parents a copy of the following documents:
 - Parents' Right-To-Know Letter
 - School Parental Involvement Policy
 - School-Parent Compact
 - Residency Information Form (**for homeless students only**)
 - A Spanish copy of all documents will be mailed home to parents of limited English.
 - Copies of the above documents will be kept with the Title I Coordinator along with documentation that this was done in a timely manner.

- **Parents will be involved in the joint development of the School Parental Involvement Policy, School-Parent Compact, and the Schoolwide Plan.**
 - The PTCA and PTSA will be working with School Leaders to involve parents in developing and reviewing the School Parental Involvement Policy, School-Parent Compact, and the Schoolwide Plan.
 - If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children will be provided. We will respond to any such suggestions as soon as practically possible.
 - All meeting agendas and parent sign-in sheets will be maintained and filed with the Title I Coordinator.
 - Surveys will be available for parents to provide feedback.

- **The school will conduct three Parent-Teacher Conferences (1st, 2nd and 3rd quarter) during the school year. At this time, teachers will discuss with parents the academic performance of their child. If applicable, teachers will discuss the results of state assessments and the**

student's progress levels. Students are welcome to attend as well. The focus is to strengthen the relationship between parent, teacher, and student.

- Parent-Teacher Conferences will be held at the time of Report Card pick-up. The dates of the conferences will be published on the school calendar which is also on the website.
 - A schedule of different times will be made available to parents.
 - A robocall will be made by school leaders to remind parents of the scheduled dates and times of the Parent-Teacher Conferences.
- **Professional Development sessions will be scheduled during the school year on best practices to reach parents and establish a partnership between school, parents, and the community.**
 - Semi-annual Professional Development sessions will be held to educate our educators on the value of parents' participation "Parents Are Equal Partners."
 - These sessions will be centered on the best practices to reach parents and bridge gaps between the school and community.
 - School Leaders will schedule Professional Development Sessions and inform teachers/staff of dates and times.
 - A copy of the agenda and sign-in sheets will be maintained and filed with the Title I Coordinator.
- **Develop programs with a focus on parent involvement and instruction. To further assist in parental involvement, the School-Parent Compact will be used to communicate a common understanding of home and school responsibilities to assure that every student attains high academic standards leading to a quality education.**
 - Math Night and Literacy Night are programs designed to involve our parents. The focus is on parents, teachers, and students coming together to play educational games and other fun activities related to Math and Literacy skills.
 - Parents are asked to assist with the setup of games, giving instructions to students, keeping score, and "other reasonable support needed."
 - Parents will be asked to provide other reasonable support for parental involvement activities under section 1118.
 - Parents are asked to read the attached School-Parent Compact.
 - Sign-in sheets will be available to serve as records of parents' participation.
- **Provide training to increase parent participation in the academic progress of students.**
 - The Parent University is a Title I Program designed to provide parents a variety of information and hands-on training.
 - The Parent University training sessions will cover state's academic content standards, student academic achievement standards, and how to monitor a child's progress. Teachers will take the lead in providing parents with tools to help their child achieve.
 - During the training sessions, parents will receive material to help them to improve their child's academy performance.
 - Parent University training will be posted on the website and flyers will be send home.
 - Agendas, sign-in sheets, and surveys will be maintained by the Title I Coordinator.

- **Build a partnership between parents, school, and the community to bridge the gap.**
 - The Annual Title I Parent Summit will take place during the school year. Notification of this event will be provided to our parents and community.
 - Flyers will be sent home to parents, posted on our website, and distributed throughout the community.
 - The Board, school leaders, staff, parents, students, and community leaders will come together to unite in the effort to support future leaders.
 - The opening speaker will address parental involvement and other topics of interest related to the Parent Summit theme.
 - Community leaders will conduct workshops.
 - Parents and businesses are welcome to display their products. Vendor registration is required and must be approved.
 - Students will display their talents.
 - Registration forms and surveys will be maintained by the Title I Coordinator.

- **Thea Bowman will hold its Annual Kindergarten Round-Up to inform parents of enrollment possibilities for kindergarten students.**
 - **Fliers will be sent to local Day Cares, Pre-Schools, Boys and Girls Club and throughout the community in July and August.**
 - **Information regarding enrollment for kindergarten students will be on our website.**
 - **We will have games, prizes, and food for parents and students during our Kindergarten Round-Up events.**
 - **Parents will be asked to complete On-Line Enrollment Forms.**
 - **Sign-in sheets will be available for parents who attend.**

Thea Bowman, in addition to the informal relationships between staff and parents, has an established PTCA AND PTSA. These organizations serve as an integral part in the operation of this school. Parent volunteers have taken on the responsibility for many school functions and duties that include:

- **Acting as classroom aides**
- **Assisting with clerical needs**
- **Organizing and supervising planned special assemblies and events**
- **Chaperoning field trips**
- **Providing financial and moral support for learning**

Parents are more than welcome to come and visit the school, however, visits to your child's classroom must be scheduled with the school principal and classroom teacher. The visit should be at a time and of such a nature as to present no interruption of the teaching/learning process. This procedure is necessary to prevent the disruption of classroom learning. All parents that visit/volunteer must have a current background check on file with the office.