

Booker T. Washington Parent Involvement Policy
2016-2017

Booker T. Washington High School and the parents of the students participating in activities, services and programs funded by Title 1, Part A of the Elementary and Secondary Schools Education Act (ESEA) agree that this Involvement Policy outlines how the parents, the entire school, staff, and the students will share the responsibility for the improved student academic achievement. Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of ESEA. This policy will also set forth the means by which the school and parents will build and develop a partnership that will help students achieve the state's high standards. Booker T. Washington High School will

1. Involve parents in an organized way in the planning, review, and improvement of the school parental involvement plan and in decisions relating to the education of their children and respond to such suggestions as soon as practicably possible. An adequate representation of the parents of participating children must be included. This will be accomplished through:
 - Annual parents-school compact review and revision meeting
 - Development of Parent Advisory Committee (PAC) which will meet four times per year
 - The Title I Coordinator will be an active member of the PAC board
 - The SDMC and parent members will be involved in the development of the parent involvement plan.
 - School will document parent involvement in development of parental involvement policy and will distribute it to parents and provide it to the local community
2. Take the following actions to involve parents in the process of school review and improvement:
 - Parent forums on school data reports and campus improvement plans
 - PAC and PTA meetings will include updates
 - SDMC will include parent members and parent input will be included in the decision making process as appropriate
 - Parent updates on School improvement goals will be made through regular School Messenger messages and website updates
3. Hold an annual meeting 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 rights of parents to be involved in Title I, Part A programs. The parents shall be invited and encouraged to attend. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parent meetings, so that as many parents as possible are able to attend.
4. Provide parents of participating children timely information about programs, a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure the student progress, and the proficiency levels students are expected to meet through:
 - Providing parents with a copy of the TEKS upon request
 - Written explanation of school grading procedures through class syllabi
 - Regular dissemination of progress reports and report cards to each student
 - Explanation of state assessment and curriculum standards at PAC meetings through handouts and on the website
5. Provide scheduled opportunities that parents may attend and confer with teachers and/or administrators throughout the year. Meeting times should be arranged so as to accommodate the schedules of the majority of parents. Some examples of scheduled meetings are as follows:
 - Parent Open House
 - Academic Achievement Nights

6. Provide each parent an individual student report about the performance of his or her child on the state assessment in at least math, language arts, and reading by
 - Detailed written report
 - Parent conference if requested
 7. Provide assistance to parents of children served by the school, as appropriate, in understanding the state's academic curriculum standards, the state's academic achievement standards, the state and local academic assessments including alternate assessments, requirement of Part A, and how to work with educators through:
 - Parent Open House
 - Parent literacy and technology workshops
 - Printed descriptive documents
 - Parent conferences
 - PAC/PTA meetings
 8. Provide materials and training to help parents work with their children to improve their academic achievement and foster parental involvement through:
 - Parent-Student Connect Training
 - Teacher-parent conference opportunities
 - Academic Achievement Nights
 9. Educate its teachers, student services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, understand the value and utility of parent contributions, and how to implement and coordinate parent programs and build ties between parents and schools by:
 - Volunteers in Public Schools (VIPS)
 - Parent member of the SDMC
 - PAC forums including parents, administrators, and staff
 10. Conduct other activities that encourage and support parents in more fully participating in the education of their children by:
 - Parent Student Connect training
 - Homework assistance training, as needed
 11. Take the above actions to ensure that information related to the school and parent-program meetings, and other activities is sent to the parent or guardians of participating students in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
 - Notifications sent in both English and Spanish
 - Call-outs in both English and Spanish
 12. Build capacity for parent involvement to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement
 13. If the campus improvement plan is not satisfactory to the parents of participating children, the school will submit parents' comments on the plan to External Funding Titles I & II Department and revise the plan as advised by the HISD Title I, Part A Parental Involvement Program Administrator and other district designees as advised.
- . The school will distribute this policy to all parents and guardians on or before 12/18/2016

