

Parent and Family Engagement Policy

Gateway Preparatory Academy (GPA) encourages volunteer parental involvement to assist in the daily operation of the school. All volunteerism is strictly optional, but it is encouraged for the benefit of students and the school.

Gateway Preparatory Academy encourages parents to donate twenty (20) hours of volunteer time per year. A “year,” for the purpose of tracking donated time, will be calculated in accordance with the Academy’s fiscal year. Parents and other volunteers will record the time spent in service to the Academy in the Volunteer Notebook in the Academy’s office.

The Academy will distribute a volunteer packet to parents that will allow them to sign up for service in areas of expertise or interest. This will allow parents to provide the most meaningful service, and simultaneously provide the Academy with the ability to coordinate parent service with the Academy’s needs. Additionally, the Academy will periodically request specific assistance in the Academy newsletter when needed.

In an effort to facilitate the volunteer process, parents will be able to coordinate their volunteer service with the Academy volunteer coordinator. The volunteer coordinator will maintain the volunteer notebook, notify parents for opportunities that correspond to the information received from the volunteer packet, post special requests for volunteer service in the Academy newsletter, and maintain communications with Academy teachers to assess and meet classroom needs.

Opportunities for parental volunteerism include, but are not limited to the following:

- Community council
- Playground Supervision
- Fundraising
- Computer Support
- School tours
- Musical assistance

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- Fundraising
- Office support
- Assisting with field trips
- Student awards
- After-school programs
- Committee and/or Board membership
- Parking lot assistance
- In-class assistance
- Extra-curricular activities
- Morning greeter
- Provide food for special events
- Library assistance
- Teacher appreciation
- PTO
- Health & Safety
- Lab assistant
- Academic review board
- End of Term festivals

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In addition to volunteer work, parents will also have access to information concerning the Academy and their student(s) via the Academy's website. Communication with parents is vital to encourage parents to become, and remain, involved in the Academy's operations and success. To this end, the Academy will send parents a monthly newsletter and maintain a current bulletin board on the website that provides news and updates concerning the operation of the Academy.

Parents will share in the management of the school by electing members of the Academy Board, and PHAN club (PTO) officers.

Reviewed and revised by school leadership team and parents – April 9, 2013

Board Reviewed and Approved:

May 9, 2013

May 11, 2017

November 7, 2018

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