

LAPS Family Handbook SY25-26

RESPECTFUL

I Will be Respectful by using the golden rule, I will treat others the way I'd like to be treated.

RESPONSIBLE

I will be responsible by trying my very best.

SAFE

I will be safe and have fun.



Our mission at The Lee Academy School is to provide a challenging and supportive learning environment that empowers students to become critical thinkers, lifelong learners, and responsible citizens. We are committed to fostering a love of learning and a desire to make a positive impact on the world.

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The Lee Academy Pilot School is a fully inclusive, autonomous school, built on partnerships with families, educators, and community members. By meeting children's social-emotional needs and by guiding them to strive for academic excellence, we are a community which is inclusive, diverse, and equitable valuing all kinds of learners and backgrounds. We celebrate the joy of learning by fostering creativity and curiosity while nurturing the individual genius in every child.

School Hours: 9:30 a.m. - 3:25 p.m.

Breakfast available starting at 9:05 a.m.

Early Dismissal, the day before Thanksgiving, and the last two days of school: 12:45 p.m.

Grades: K0-3

Level: Early Childhood

School Type: Pilot

Special Academics Curriculum

Our students experience the joy of learning through a variety of rich and diverse opportunities. To ensure all students succeed, we use a tiered system of support that addresses both academic and behavioral needs. Student progress is closely and consistently monitored, allowing us to provide timely, targeted support based on individual needs.

- General education/special education inclusion classrooms in all grades
- A pilot school offering a comprehensive program with high-quality instruction and support for children ages 3-8 (grades K0-3) and their families
- An inclusive community of learners
- Social skills curriculum: Second Step trained teachers to help foster social-emotional development.

Exciting Extracurriculars

We offer a wide variety of extracurricular activities; ranging from music, physical education, yoga, art, science, Tae Kwon Do, and dance. A partnership with Urbanity Dance in the fall and Tae Kwon Do lessons in the winter.

- ☐ School-specific details regarding district academic policies, such as:
 - ☐ Progress report and report card schedules
 - ☐ [Grading Policy](#)
 - ☐ Homework policy/expectations
 - ☐ [Promotion](#)/Retention, [Graduation](#), and credit recovery opportunities

Arrival & Dismissal Procedures

Arrival and Breakfast

- o The school day at LAPS runs from 9:15 AM to 3:25 PM, with instruction beginning at 9:30 AM. It's important that students arrive on time and ready to start their day.
- o Doors open at the back of the school at 9:05 AM. Students may go to the cafeteria to have breakfast and will begin transitioning to their classrooms at 9:15 AM. Staff will be stationed throughout the building to welcome and guide students as they arrive.
- o While instruction officially begins at 9:30, we believe learning starts the moment students walk through the door.
- o Please note: the back door closes at 9:30 AM. After that time, students must enter through the front door and stop by the main office to get a late pass before heading to class.

Dismissal

- o A safe and smooth dismissal is just as important as a strong start to the day. On the first day of school, please send a note outlining your child's dismissal plan for the first two days (e.g., walker, bus rider, or attending the Champions after-school program).
- o Dismissal begins promptly at 3:25 PM. Families should wait at the back of the school at that time to pick up their child.
- o For safety reasons, we kindly ask that you do not dismiss your child after 2:45 PM unless absolutely necessary. This is a very busy time of day, and limiting early dismissals helps us ensure the safety and supervision of all students. (**Early Dismissal**
- o Early dismissal should only occur in the event of an emergency, appointments etc. If you need early dismissal please contact the front office and dismiss your child by 2:45 pm. To avoid confusion, parents/guardians will not be allowed to dismiss their children from the front office after 2:45 pm, at this point dismissal will be held in the back of the school at 3:25pm.)

To help reduce traffic and ensure a calm pickup process:

- o **K0–3 families** are encouraged to use **Torrey Street** for both drop-off and pickup. The back gate will be open.
- o **Buses and late students** should use **Dunbar Avenue** for pickup and drop-off.

Thank you for helping us keep arrival and dismissal safe and consistent for all students!

Home/School Communication

At LAPS, we value open, two-way communication with our families. This year, we remain committed to keeping you informed about school events, classroom happenings, and important updates through multiple channels:

- **Parent Square** and **email blast**
- The **LAPS website**: www.LeeAcademyPilotSchool.org
- **Classroom newsletters, flyers, and teacher updates**
- **Live Phone calls**

Communication / Student Information

Each year we request emergency contact information from our students' parents. **ALL** parents must give the school **active, working phone numbers**. These numbers are the only way school staff can contact you if there is an emergency with your child. This also allows teachers, staff or administration to contact you periodically, to share either positive news or concerns regarding your child.

We look forward to partnering with you and keeping the lines of communication strong throughout the year!

☐ [Visitor](#) and [Access Control](#) Policies: Examples of school-specific details you may wish to include:

☐ Where visitors check-in at your school

☐ Hours when visitors are allowed at your school.

☐

School Based Rules

MTSS Flowchart [Example School Wide MTSS Conduct Plan.](#))

Bus expectation (yellow bus and public transportation)

- The school bus is considered an extension of the school building, and all school rules apply while students are on the bus.
- Students must behave respectfully and responsibly while riding the bus. Disruptive behavior, including yelling, fighting, bullying, vandalism, or any other behavior that distracts the driver or puts students at risk, is prohibited.
- Students are expected to remain seated, use appropriate language, and follow the driver's instructions at all times.

In School Expectations

Using Respectful Language

Swearing, cursing, or using unkind words is not allowed anywhere at school or during school activities. Students are expected to use kind and respectful words with friends, teachers, and all school staff.

Cell Phone Use

Cell phones and other electronic devices (tablets, video games, etc.) must be turned off and put away during the school day. They are not to be used at school or on the school bus.

Respect for Others

Be kind and respectful to all students, teachers, staff, and visitors. Bullying, teasing, or hurting others is not allowed.

Respect for School Property

Take care of everything in the school—classrooms, furniture, and supplies. Damaging or taking school property is not allowed.

Safety and Wellbeing

Follow all safety rules to keep everyone safe. Fighting, physical harm, or bringing dangerous items to school is not allowed.

Classroom Behavior

Come to school on time, be ready to learn, and join in class activities. Listen to your teachers and follow their directions.

Respect for Learning

Try your best not to interrupt or disturb others while they are learning. Use technology only when your teacher says it's okay.

RIGHTS AND RESPONSIBILITIES RELATED TO BPS CODE OF CONDUCT

Health and Wellness:

If you have a student with allergies, medications, or other health concerns, please be in contact with our School Nurse (Marthe Jean-Jacques, mjeanjacques2@bostonpublicschools.org) as early in the school year as possible to ensure appropriate care.

If your child (children) suffers from a medical condition requiring medications please send to school the doctor's orders, signed guardian authorization form, and the medicine.

Medication Policy

UNIFORM: The LAPS School is NOT a "uniform school". Students are welcome to dress in what makes them comfortable as long as it is appropriate for school and weather.

***Clothing- (For ALL Students K0 – 1st)** - Please send in two complete changes of clothing (pants, shirts, underwear and socks) in case a change is needed. Please label each clothing item, as well as your child's bags, etc. Lee Academy is fortunate enough to have a resource partnership with Catie's Closet.

- o **Catie's Closet:** Is a non-profit organization that provides clothes, toiletries, and other basic essentials to students living in poverty and experiencing housing insecurities.

Book Bags: The Lee Academy will provide backpacks and supplies to every child enrolled at our school this year. Your child will need a bookbag to fit notices, activity papers, homework, artwork and schoolbooks. Please label your child's book bag. It is important to check your child's book bag daily. There will be school related notices sent home regularly. Please make sure your child has personal identification information that will remain in their book bags and used only in case of emergency.

School Lunch: All Boston Public School students will receive FREE breakfast and lunch at school, regardless of family income. Students will have to use their Boston Public School Identification number in order to receive a meal this school year

☐ Food policy (ex. If students may bring snacks, birthday celebration protocols, etc.)

Community Celebrations

At Lee Academy, our core values are stated in the pledge we say every morning.

RESPECTFUL
I Will be Respectful by using the golden rule, I will treat others the way I'd like to be treated.
RESPONSIBLE
I will be responsible by trying my very best.
SAFE
I will be safe and have fun.

These three core values guide how we learn and work together every day:

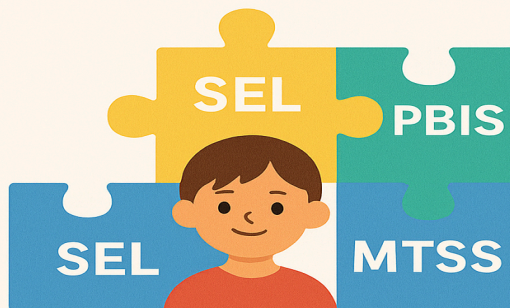
- **Respectful** – We show kindness in our words and actions, listen to others, and care for our school community.
- **Responsible** – We make good choices, take ownership of our learning and behavior, and do our best.
- **Safe** – We keep ourselves and others safe by following school expectations and thinking before we act.

We love to celebrate students who bring our Core Values to life! Each Friday afternoon, one student from every class is recognized as “Student of the Week” for showing respect, responsibility, and safety. Students can also earn “Honey Money,” which they can spend on fun items at our school store, by making positive choices throughout the week. As a community, classes work together to fill their “Honey Pots,” and at the end of each month, those classes enjoy a themed school-wide Town Hall celebration to honor their hard work and teamwork.

Support: At Lee Academy, we believe students learn best in a safe and supportive environment where everyone takes responsibility for their actions. To help guide positive choices, we use Positive Behavioral Interventions and Supports (PBIS), which provides different levels of support based on student needs. If a student is experiencing repeated challenges, we partner with families and staff to create a plan that encourages growth and success.

How SEL, PBIS, and MTSS Work Together

Our school uses a whole-child approach to help every student grow — academically, socially, and emotionally.



- **SEL (Social Emotional Learning)**
Teaches children skills like managing feelings, making friends, and problem-solving
- **PBIS (Positive Behavioral Interventions & Supports)**
Sets clear expectations and celebrates positive behavior, creating a safe and welcoming school
- **MTSS (Multi-Tiered System of Supports)**
Provides different levels of support (for academics, behavior, and social-emotional needs) so every child gets what they need to succeed

District Attendance Policy

Attendance is very important for all students. The Boston Public Schools has set up an attendance policy we must follow. We ask that in the event of an absence, you please call the school and inform us of your child's absence. You must send in a note the following day. Your child's absence will not be excused if a note or a letter with a reasonable excuse is not received. Letters and notes will not be accepted after seven days of the original absence. We may also call your home in the event that a call is not made to the school. This policy is for safety reasons. Though you call the school, you will still receive an automated call from the Boston Public Schools All Call System. We want to ensure that your child is safe and in school. Please see the Guide to the Boston Public Schools for Families and Students for more details on what is an excused absence.

- A student must attend school for at least a half-day to be marked "present." Check with the Principal or Head of School to find out what a half-day is. In most schools, it is: 3 Hours in elementary.
- Students who arrive after the beginning of the day must follow the school's tardy procedures in order to be considered present for the day.

2nd Absence Action:

- 1. Parents will receive a phone call and remind parents to call and to send a note explaining the absences.
- 2. A Panorama Tier 2 Attendance Student Success Plan will be developed to address the absences by the classroom teacher.
- 3. The school will update the student attendance record.

4th Absence Action

- 1. Students will be referred to the Student Support Team. The SST will develop a plan to improve attendance.
- 2. The principal will meet with the parent/guardian to discuss the plan & developed by the SST and discuss implications of absences

5th thru 7th Absence Action:

- 1. If the student's absences continue to increase in the term, a Panorama Tier 3 Student Success Plan will be then created to assist in removing the barrier and learning about the reason or root cause as to why the student is not attending everyday.
- 2. The Attendance Supervisor will follow-up on each referral and report back to the building administrator.
- 3. The Student Officer of Attendance (SOA) will consult with the SST on referral

8th Absence Action:

- 1. CRA Petition Filed
- 2. Adult Failure to Cause

*Student absences will not be excused if letters are not submitted within 2 school days. Extended absences will not be approved or excused unless a student has medical documentation to support the absences.

Parents will receive notices regarding the number of absences and tardy on a Monthly basis. Students missing the required number of school days, arriving chronically late and/or picked up early will receive a grading “NC” for No Credit for the marking period.

Excused Absences

Certain absences may be excused, meaning they will not be considered as it relates to a referral to truancy court by a Supervisor of Attendance under Massachusetts General Law (M.G.L. c.119). However, it is important to understand that all missed instructional time has the potential to negatively impact student outcomes. In addition, all absences are included as they relate to chronic absenteeism, regardless of whether the absence is excused or unexcused. For an absence to be excused, students must bring in a note after each day they are absent.

An illness or injury that prevents the student from attending school.

- If the illness or hospitalization results in absence for three or more consecutive days, a note from a health care provider documenting the health problem or hospitalization should be attached to the parent/caregiver note.
- Parents/caregivers are not expected to have a note from a health care provider for an illness of fewer than three days.
- These requirements may be adjusted based on specific public health guidance. Contact your school nurse regarding any questions or changes to this policy based on specific circumstances.
- A death in the immediate family (parent/caregiver, sibling, grandparent, aunt, uncle, cousin) or other significant personal or family crisis
- Medical or psychological tests during the school day: The parent/ caregiver must show evidence (such as a note from the health center) that the tests could not be scheduled after school.
- Visits to special education schools in some cases for students with disabilities. | Other situations: From time to time, situations over which the school, parent/caregiver, and student have little or no control may cause absences (for example, transportation that does not operate during inclement weather). These absences are excusable. The school leader may determine that the students impacted shall be marked with an excused absence.
- Other extraordinary situations, such as a family emergency, as approved by the School Site Council.
- Cultural holidays and religious holy days.
- Absences that do not meet the above criteria will be considered unexcused. In all instances of student absence, students must be given the opportunity to equitably recover any missed work or learning loss during a marking period.

Unexcused Absences

- Some parents think that any absence will be excused as long as the parent sends a note. This is not true. Here are a few examples of unexcused absences—even if the parent sends a note:

- Repetitive and chronic absence due to illness or injury without a letter from a healthcare provider verifying that the student was too sick or injured to go to school. Students who will be out for 14 or more days during a school year due to illness or injury should be referred to the Home and Hospital Instruction Program (see page 25).
- The student needed to babysit • Cutting class (including checking in and leaving the building early)
- Family vacation during a time when school is in session
- Trip to the homeland extended beyond school vacation
- Extension of a religious or cultural holiday beyond the designated day or days on the school calendar.

Important: Attendance Reminder

If your student is absent, If your student is going to absent, late or dismissed early caregivers should:

- Call the front office
- Message the classroom teacher
- Follow through with a note.

Caregivers must physically write a note including date(s), the reason for absence, a phone number where a parent or caregiver can be reached, and the parent or caregiver's signature.

<p><u>What is an excused absence?</u></p> <ul style="list-style-type: none"> • Medical appointment or illness that took place during the school day • Court appearance • Religious holiday • Death of an immediate family member (parent, sibling, grandparent, aunt, uncle or cousin) 	<p><u>What is an unexcused absence?</u></p> <ul style="list-style-type: none"> • Family vacations in or out of the country • Providing child care for siblings or relatives
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Importance of Attendance

The Lee Academy Pilot School will continue our "Importance of Attendance" initiative for the year of 2025-2026. We are committed to ensuring every student at our school receives a high quality education. Consistent attendance is a crucial component to academic success so we are striving for each and every student across all grade levels to have a **94% attendance rate** or higher this year. That is the **equivalent of less than 10 absences for the year**. Attendance of our students is critical to their future academic success. **School attendance is equally as important for our youngest learners as it is when students get older. Students are not required by law to be enrolled in school in those early grades, however when you make the commitment of enrolling your student in school you are committing to abide by our attendance policy.**

Getting into the habit of daily attendance is more important than ever. It helps to:

- make it easier to connect with friends and teachers
- support learning
- College, Career & Life readiness

Throughout this initiative families will be receiving:

- Reminder messages regarding BPS attendance policy and the importance of attendance
- Monthly updates on your child's attendance
- Classroom teachers will reach out when students are out
- School staff may also reach out to support any barriers and/or challenges identified

We are working to make our school environment a place where everyone can be safe, healthy and learning. We will do our best to listen and partner with you so that our children have a successful year. Do not hesitate to reach out to me with questions or concerns.

- Please make sure we have your correct email and the best phone numbers where we can reach you.
- Please call us if you need help with attendance or our Family Liaison Ms. Govi @ (617)635-8618.

We understand "life" happens and would like to take this time and go forward to recognize your efforts. Providing the best education for students is a partnership between home and school and we can't do this without you. Students will be awarded attendance awards in these categories:

- 94% or above = Great Attendance
- 90% through 94%= Good Attendance
- Improved Attendance

Thank you Parents/caregivers for valuing your child's education and making sure your child(ren) attends school everyday and on time. We hope you find these updates helpful and encourage you to reach out with any questions or concerns

Important Transportation Updates

Dear Boston Public Schools Parents and Guardians,

Zūm: BPS Transportation uses the Zūm mobile app for all communications with families. Zūm allows you to:

- See your student's bus assignment: The SY25-26 transportation assignment will be available the last week of August. Only bus eligible students will be assigned transportation. Please review the Eligibility page on our website. Note, rising 6th grade students must live more than 1.5 miles from their home base school to be bus-eligible. Specialized transportation for students with disabilities will be provided in accordance with Individualized Education Plans (IEP) or Section 504 Plans.
- Verify pickup and dropoff information: Starting in SY25-26, BPS Transportation will communicate all transportation updates with families via Zūm only. No paper bus assignments will be mailed out. These updates will include verifying your student(s) pick up and drop off information for the new school year.
- Track your student's bus and receive real-time communications, including ETAs and any delays.

Ridership Procedure: After 10+ consecutive school days of not riding the bus without prior notification in the Zūm to cancel a student's scheduled bus rides, BPS Transportation will communicate to families through ParentSquare that their student is being opted out of the bus. Students can keep their bus assignment if they return to riding the bus. Otherwise, their bus assignment will be paused. If your student has opted out of yellow bus transportation previously, but you want your child to ride the bus next year, you need to submit a reinstatement form. For more details, please review the Ridership Procedure page on our website.

Waivers and Alternative Transportation Requests: Waiver Requests are used to request yellow bus transportation for students who are not otherwise eligible. Alternative Requests are used to request an alternate address, such as a before/after school program or babysitter's home, for pick up and/or drop off. These requests should be submitted through our Support Portal. Requests are not guaranteed and are reviewed case-by-case.

Address Changes: Transportation cannot process student address changes. To avoid a delay in setting up transportation, please contact a BPS Welcome Center as soon as possible to change your student's home address.

How to Contact Us: All requests for transportation assignment changes should be made in our Support Portal, available at <https://bostonpublicschoolshelp.freshdesk.com/support/tickets/new>. Please visit our website at www.bostonpublicschools.org/transportation for additional information and updates. You can also call us at (617)635-9520 or email us at schoolbus@bostonpublicschools.org.

Champions @LAPS Before and After school programs

Champions has a great solution for busy working families: activities that combine fun and learning, together with the safety and convenience of a high-quality program right inside your school. Champions offers a variety of group and individual activities designed to keep your child exploring and growing.

From art, dramatic play, math and science to problem-solving, language, motor skills and more, we help your child continue learning and developing essential life skills – whether school is in session or not.

Ages: 3-9

Dates: 2024/2025 School Year: Dates based on School District's schedule

Hours: 7: 00 AM - 8:45 AM // 3:15 PM - 6:00 PM

Drop off and pick up at the side entrance of the school. Blue door near the parking lot gate.

Lee Academy Champions 2023-2024 School Year Weekly Tuition:

Registration Fee: \$50 per child, \$75 per Family

Program	Hours	1-2 Days	3-5 Days
Before School	7:00- 8:45 am	\$40	\$60

Program	Hours	1-2 Days	3-5 Days
After School	School Dismissal- 6pm	\$65	\$105

To enroll your child, please visit:

<https://www.discoverchampions.com/our-locations/dorchester/ma/002543> and click “Enroll Now”

Discounts:

Multi-Child, Military, or School District Employee: 10%

If you are a family in need of a voucher, vouchers will be available through Child Care Choices of Boston: <https://cccbboston.org/>. If you need assistance with filling out the forms, please contact Courtney at Courtney.Chase@discoverchampions.com or at 971-212-4408.

Champions Family Support: 1-(800) 246-2154

Site Director: Jasmine Pearce, CH002543@discoverchampions.com and/or (857)385-8730.

Community & Family Engagement

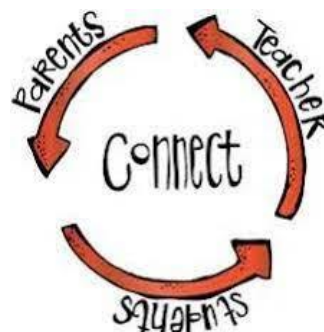
We believe that education is a collaborative effort between students, families, and educators. At The Lee Academy School, we are committed to fostering strong relationships with our students' families and the broader community. We offer a variety of ways for families and community members to get involved and support our school

School Parent Council: Every First Thursday of the month at 6pm Via Zoom.

Every school must have a School Parent Council (SPC). All parents who have children at that school are members. The SPC is where parents can express their concerns, advocate for the school, and plan school activities and events. The School Parent Council advocates for the students and the school, elects representatives to sit on the School Site Council, raises funds to support school activities, takes a leadership role in promoting parent engagement at the school, and promotes an environment of understanding and common purpose among parents and teachers.

Additional information: LAPS fundraising and donations goes toward the Lee Academy Pilot School Foundation which is overseen by the treasurer of the Governing Board. Funds can be used for social events like the year end party and enrichment activities like field trips. We raise funds because as a small K0-3rd Grade Elementary School that is heavily Black and Brown, the disparity of money and access compared to other schools can be wide and inequitable. Field trips, supplemental programming and tools help to round out our children's education. The Family Council has supported and assisted in events in the school including:

- Refrigerator Replacement for Faculty/Staff
- Prizes for Talent Show
- Gardening Days
- End of the Year Party
- Teacher Appreciation Day/Week
- Kid Movies for parents who need a break



We will continue to strive to help LAPS' students and teachers. Your help and support makes it possible.

Contact: LAPSresources@gmail.com

Governing Board

‡ Every school must have a School Site Council or Governing Board. The School Site Council consists of parent representatives, teachers, the Principal, and associate members. High school councils also have two student members. The number of parents must equal the number of professional educators (including the Principal/Head of School).

‡ Parent representatives on the School Site Council are elected at the annual School Parent Council (SPC) election meeting. This meeting must be held by October 15.

‡ The School Site Council:

- Reviews and approves the Quality School Plan
- Reviews and comments on the entire school budget and rates on the discretionary budget
- Develops and supports plans to increase parent engagement
- Approves waivers to BPS rules and union contracts
- Reviews and approves all recommendations that will have a significant impact on the school community
- Oversees all school-based committees.

‡ The parent representatives on the School Site Council must report back to the SPC.

‡ School Site Council meetings are public meetings, open to all.

Important Contacts:

Carlitta Camillo, Principal, ccamillo@bostonpublicschools.org

Zoraida Camacho, Secretary zcamacho@bostonpublicschools.org

Govi Tovar, Family Liaison, gtovar@bostonpublicschools.org

Marthe Jean-Jacques, Nurse, mjeanjacques2@bostonpublicschools.org

Maude Aubourg, ABA Strand Specialist/Inclusion Specialist,

maubourg@bostonpublicschools.org

Jennifer Medeiros-Crabbe, School Psychologist, jmedeiros@bostonpublicschools.org

Jasmin Torrejon Chu, Student and Family Support Counselor,

jtorrejonchu@bostonpublicschools.org

Priscilla Casna, Coordinator of Special Education (COSE), pcasna@bostonpublicschools.org

If you have any questions or concerns, please feel free to reach out.

Ready For School at the Lee Academy Pilot School Check-List

- ☐ I have completed both sides and returned my child's emergency contact sheet.
- ☐ I have read, reviewed with my child and returned the school compact agreement.
- ☐ I have read and reviewed the school's attendance policy & signed and returned the attendance pledge.
- ☐ I have informed the classroom teacher and school nurse of any allergies my child has and have left necessary medicine with the nurse with the required doctor's note.
- ☐ I have written and submitted a dismissal plan for my student/s.
- ☐ I am aware of the Lee Academy Pilot School's before- and -after school program and have completed my application/s.
- ☐ I know my child's teacher's office hours in order for me to schedule meetings to discuss and for the teacher to partner with me in supporting my child's education.
- ☐ I have reviewed and signed release of media form
- ☐ I received my Boston Public School calendar that has all the dates I need to know regarding events, assessments, school closings and meetings.
- ☐ I marked my calendar for our first School Family Council Meeting, Oct 2nd.
- ☐ I marked my calendar for our Open House Night, Mid October.
- ☐ I know our drop off time is between 9:15am – 9:30am. The back door will close at 9:30 am and then students will have to enter through the front door to go to the main office for a late pass.
- ☐ I know dismissal time is 3:25 pm – 3:35 pm and understand that early dismissal will not be allowed after 3:00pm.



Media Appearances

- ☐ I give permission for Boston Public Schools to record, film, photograph, interview or publicly exhibit, distribute, or publish in print and in electronic media my son/daughter's name, appearance, spoken words and works during the 2023-2024 school year, whether undertaken by school staff, students, or anyone outside the school, including the media. I agree that Boston Public Schools may share, or allow others to share without limitation or compensation. I release my child's school and Boston Public Schools staff from any claims arising from my child's appearance or participation in these works.
- ☐ I DO NOT give permission for my son/daughter's name, appearance, spoken words and works to appear in the media as described above.

Family/Guardian Signature

Date

Needs Assessment: Are you interested in information on any of the following services?
(Check all that might apply)

- ☐ Community-Based Resources: Support and referrals for substance abuse, domestic abuse, mental health, behavioral health, advocacy, homelessness, transportation, etc.
- ☐ Food Access: Grocery bag distribution, delivery to homebound individuals, summer meal sites, additional support such as SNAP
- ☐ Community based enrichment programs
- ☐ Holiday Support: Support for families during the holidays

Family & School Compact

The Lee Academy Pilot School has developed a family, student, and school agreement to define our shared responsibility to help students succeed.

Lee Academy Student Pledge: I understand that my education is important. I know that I am responsible for my own success. Therefore, I agree to the following to the best of my ability:

- Attend school on time every day.
- Believe in myself and my ability to do my best at all times.
- Believe I should treat others as I want them to treat me.
- I will be responsible by trying my very best, I will be safe and have fun.
- Respect myself and all members of the Lee Academy Pilot School community
- Discuss my schoolwork with my family, and share with them information about my progress, achievements, and extra help needs.

Lee Academy Family/Guardian Pledge: I understand that involvement in my child's education will support his/her high achievement. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Talk to my child about his/her experience at school each day.
- Communicate with teachers about my child's progress and needs.
- Attend at least three parent/teacher meetings and one school wide event each year.
- Encourage my child to do homework and review his/her student agenda book.
- Provide a quiet space and supplies for my child to do homework.
- Encourage my child to get enough sleep and a healthy breakfast each day, and see to that he/she arrives on time each day.
- Support the LAPS Code of Conduct and reinforce the rights of adults and students.
- Encourage my child to respect him/herself and the cultural diversity of others, and to be a responsible and caring citizen.

Family/Guardian Signature

Date

Lee Academy Leadership Pledge: I understand that a productive and successful school experience is important for every child. Therefore, I pledge to carry out the following responsibilities to the best of my ability:

- Provide a high quality academic curriculum for all students, and will hold all students and staff to high standards for the achievements of all students.
- Provide after-school and extracurricular activities to support academic achievement, community building and leadership development.
- Provide a safe, positive learning community, and fairly and strictly enforce the Academy's Code of Conduct.
- Communicate regularly with students and families about student progress, achievements and needs.

Carlitta Camillo

August, 19 2025

School Principal Signature

Date

Lee Academy Attendance Pledge

The Lee Academy Pilot School will continue our "Importance of Attendance" initiative for the year of 2025-2026. We are committed to ensuring every student at our school receives a high quality education. Consistent attendance is a crucial component to academic success so we are striving for each and every student across all grade levels to have a **94% attendance rate** or higher this year. That is the **equivalent of less than 10 absences for the year**. Attendance of our students is critical to their future academic success. **School attendance is equally as important for our youngest learners as it is when students get older. Students are not required by law to be enrolled in school in those early grades, however when you make the commitment of enrolling your student in school you are committing to abide by our attendance policy.**

We will work with families to ensure that students come to school, but if families are unresponsive or noncommittal then we are legally required to refer the case to the Supervisor of Attendance and truancy court. Our goal is for your child to be successful in school and we appreciate your ongoing support.

If your student is absent, late or dismissed early caregivers should:

- Call the front office
- Message the classroom teacher
- Follow through with a note.

Some attendance tips:

- Check with our school nurse or office staff if you are not sure about when to keep your child at home due to illness, including exposure to Covid-19.
- If your child needs to stay home due to illness, ask your teacher for materials and advice about how to help your child stay involved in learning.
- Avoid scheduling vacations or doctor's appointments when school is in session.
- Talk to teachers and counselors if your student feels anxious about school.

We kindly ask that you sign our attendance pledge today for success tomorrow. Please let us know how we can best support you and your child so that they can show up for school on time every day!

Attendance Matters Pledge

I, understand that • I am my child's first teacher. • I can help my child develop brain power with the activities I provide outside of school. • Every day my children miss school, they are losing a chance to learn. I pledge to: Encourage my child to go to school everyday and to communicate with the school any challenges I might face getting them to school.

Family/Guardian Signature

Date

BPS Resources

[District Handbook](#)

[BPS Code of Conduct](#)

[BPS Wellness Policy](#)

[District Calendar](#)