

Integrated Day Charter School

Governing Board



Policy Series: 1000

Policy Number: 1110.1

Community Relations

Parent-Teacher Communication/Parent Involvement

Parents are considered an integral part of the Integrated Day Charter School and are involved with the school on several levels.

Governance

Parents are represented on the Board of Directors, which is made up of four parents, four teachers and four community members. Parents are represented on the School Council, which is made up of teachers, student representatives and parents. The Council suggests policy which is then brought to the staff and finally, the Board of Directors for approval.

The Integrated Day Education Alliance

The Integrated Day Education Alliance, comprised of caregivers and teachers, meets monthly. Parent representatives set the agenda, with the assistance of the director. Childcare and refreshments are provided at these meetings.

The IDEA meetings afford an opportunity for parents to get to know each other. General information about upcoming events, curriculum and school policies is shared, new developments and issues are discussed and guest speakers lead workshops on topics of interest to parents.

Committees are formed at the first IDEA meeting each year and parents are asked to sign up for at least one committee.

The IDEA also supports the home/school connection by providing veteran parents as mentors for new families each year. This lends much needed support to those unfamiliar with our program and reinforces the importance of volunteerism and parental involvement in the IDCS community.

Communication with the Home

All staff will recognize the family as the first teacher of the child and respect the family as an integral part of the educational process.

Teachers will make home visits during the summer months.

Teachers will use the voice mail system provided by IDCS to communicate regularly with parents.

Parents will check their voice mail regularly. Teachers also use e-mail to connect with the home. General messages to all caregivers are left periodically by office personnel.

Two student/led conferences are planned each year. At this time the teacher, parent and student create goals and objectives. When needed, additional conferences can be scheduled via voice link or e-mail.

The Home/School Contract, as described in the next section, is designed to involve parents in implementing a specific plan when a student is not making progress. Parents meet with the Board approval date: January 20, 2004

director and classroom teacher to discuss the plan. Assessment and academic standards for content and achievement will be presented at an annual workshop.

Assistance will be provided for non-English speakers to have information about the IDCS in their native language.

The connection between home and school is further supported through phone calls made by office personnel to the home whenever helpful. Parents know the entire IDCS staff plays a role in the success of their child.

Parents are Actively Involved in their Child's Education

Family members will respect all members of the staff at IDCS and recognize that we are all working together to provide the best education possible for their child.

Parents will be expected to assist their children with school related tasks, such as homework and research projects. Workshops will be provided to inform and educate parents on how to support students at home. Parents reinforce the school's mission through personal field trips, visits to the public library and classroom visitations.

The Home/School Contract is provided for students not working up to capacity. It is an individualized plan implemented only after other avenues have been tried. Parents agree to work with the staff of IDCS to create a contract that will lead to their child's academic success. Periodic follow-up meetings are held to assess progress.

Parents are expected to volunteer their services in some way. A variety of opportunities are available for parents to support the IDCS, including, but not limited to, volunteering in classrooms. Tasks that can be completed outside school hours are available for working parents.

All volunteers will receive a copy of the IDCS Volunteer Handbook. A training workshop is held for new parents with the assistance of veteran parents.

Parents read and sign the IDCS Parent Handbook, verifying that they understand the guiding principles of the school. Parents access timely information, such as lunch menus, school closings, fund raisers, classroom assignments, etc. on the IDCS website.

Parents with special interests or talents teach or assist in the IDCS after school program, offered three days a week throughout the year.

Family members are invited to attend research presentations, which are also videotaped and sent home for viewing.

Positive Parenting training is offered, when funding allows, in the evening for a series of eight weeks. The only cost to parents is the workbook. Parents volunteer in the Early Literacy Center and students bring home reading materials on loan.

Significant school wide events are held several times a year, including Math and Science Night, a Fitness Fair, and Arts Night. A music program is presented yearly. Attendance at these events is outstanding.

Community Involvement

Parents are expected to contribute to the relationship between the school and the community and frequently act as advocates when assistance is needed from outside the school. Parents play an active role in seeking financial support through corporate matching funds and through contact with legislators.

IDCS Governing Board members communicate with organizations in the community and assist in seeking alternate funding sources for the charter school.

Board approval date: January 20, 2004

All students are involved in service learning projects and frequently go into the community to provide support through drives or fund raising efforts. Students also use members of the community as resources for research projects, including inviting them to speak to groups at the charter school.

Parents and members of the community founded the IDCS Foundation, whose mission is to promote interest in, raise awareness of and provide financial support to the Integrated Day Charter School.