

MINA Charter School of Lee County (MCS) Communication Policy

In order to create and sustain an effective and inviting school environment, effective and efficient communication is essential. MCS will make continual, consistent communication with families and stakeholders through multiple and varied media including, but not limited to: School Messenger (via PowerSchool), weekly virtual communication, monthly Board of Directors' meetings, quarterly parent meetings, a variety of parent information nights, regular Facebook and Twitter updates, up-to-date teacher websites, and a variety of teacher tools (Remind, digital classroom communication tools, class newsletters, etc.).

Parental involvement is a significant determinant in student achievement. MCS will make every effort to involve parents as partners in their child(ren)'s learning. MCS encourages an atmosphere in which parents, administration, and faculty join in a partnership to foster the mission of MCS. This partnership offers an environment for collaboration and exchange of information between school and parents.

All parents are invited to attend quarterly meetings and to join committees or volunteer for activities. Teachers and parents are members of the MCS Parent Teacher Association (PTA). The Lead Administrator or her designee is present at all meetings to give information and answer parent questions.

Annually, MCS will convene a meeting with the MCS PTA at the beginning of the school year. All efforts will be made to have the parent involvement meeting the same night as MCS's Back to School Night.

Following are guiding principles of MCS Parent Involvement Policy.

1. Parents have the right to be involved and participate in their child's educational experience.
2. Parents will be informed of their rights under Title I. The Lead Administrator of the school will present the information.
3. Parents will receive information on all parent programs a minimum of one week in advance.
4. Parents will have the opportunity to participate in quarterly workshops on how to improve their child's school work.

5. Parents will have the opportunity to participate in a Help Your Child at Home workshop in order to receive activities for their child to work on during intercessions to keep achievement levels high.
6. Parents will receive an explanation of curriculum and a copy of the North Carolina Standard Course of Study during the Back to School event held in August from their child's teacher. Parents who are unable to attend the Back to School Night can meet one on one with their child's teacher to receive the information.
7. Parents will receive the email address of their child's teacher in the welcome letter sent to parents and students at the start of school.
8. Parents have the opportunity to make decisions regarding the education of their child by initiating conversation with the child's teacher. School-wide concerns should be addressed to the Lead Administrator.
9. Parents will be informed of teacher professional development days through written notification, the school calendar, and virtual notification. Professional Development of teachers includes ways to build a successful communication bridge between the school and home.
10. Parents have the opportunity to review materials on how they can improve their child's academic achievement in the parent information material provided in the course curriculum. Parents should contact the teacher and Lead Administrator to get additional information about this resource. Additional support may be provided at the parents' request.
11. Information provided to parents will be distributed in English and Spanish.
12. Parents will sign the MCS Parent-Student Contract, which is a written agreement of what MCS and parents are each supposed to do to help students achieve.

Parents who feel that their rights have been violated or that the needs of their child are not being met should schedule an appointment with their child's teacher by phone or email. If the issue is not resolved, the parent should place the issue in writing and contact the school's Lead Administrator by phone or email. If the issue is not resolved after meeting with the Lead Administrator, the parent should submit a letter to the MCS School Board of Directors at the next scheduled board meeting. All board meetings are listed in the master calendar, which is on the MCS website.

Adopted and Approved by MCS: 05/20/2020