

Waimea Middle Public Conversion Charter School

PARENT & FAMILY INVOLVEMENT POLICY

Waimea Middle Public Conversion Charter School (WMPCCS) recognizes that a child’s education is a responsibility shared by the school and the family and that families play an integral role in assisting student learning. Therefore, we welcome and encourage family involvement. We pledge to promote meaningful two-way communication, to establish programs and practices that reflect the needs of our students and their families, to provide for family participation in decisions that affect their children, and to build supportive partnerships between the home, school and community to improve student learning and achievement. We actively seek family representation on our Local Advisory Panel (LAP) and welcome our families on our school campus.

Family Engagement Activities & Events

The following is a list of opportunities/activities that we have put into place for the 2018-19 school year. We will inform you of additional activities as they are scheduled. We encourage you to participate in as many as you can so we can actively partner to ensure student success.

DATE/TIME	EVENT	PURPOSE/DESCRIPTION
August 6, 2018	Family Gear Up	A time to pick up student schedules, purchase school shirts, register for special programs, etc.
August 29, 2018	Family Open House/ Title I Annual Meeting	A time to meet the school staff, to understand the forms of academic assessment used to measure student progress, the proficiency levels students are expected to meet, and a description of the curriculum used at the school
September 14, 2018	LAP Benefit Fun Run	An event to raise funds for various school programs
September 26, 2018	Family Literacy Night Ho’ike	Parents will receive helpful learning tips to assist their children to succeed in school
November 20 and 21, 2018	Student-Led Family Conferences (No school)	Students, in cooperation with their teachers, will share current progress and will collaborate with their parents to set learning goals.
December 12, 2018	Family STEAM Night	A demonstration of student progress, including learning tips for student achievement
March 6, 2019	Family Humanities Night Ho’ike	A time to showcase student learning and to celebrate progress
March 13, 2019	Incoming 6 th Grade Family Night	A time to ensure a successful transition for our incoming sixth grade students and their families
May 17, 2019	May Day Ho’ike	A community celebration of the school’s culture
May 31, 2019	Eighth Grade Exit	The culminating eighth grade ceremony to celebrate the accomplishments of our outgoing class

Communication and Engagement Strategies

STUDENT PLANNER AND WEDNESDAY ENVELOPE

Each student is provided with a Student Planner. The planner is used daily to record assignments, completion of homework, and behavior concerns, if any. Notices of school events and other information are sent home in the Wednesday Envelope. Parents are encouraged to review the planner regularly to check on student organization habits and academic progress and to check the Wednesday Envelope weekly for important news.

REPORT CARDS & INFINITE CAMPUS

Quarterly report cards are sent home with students. In addition, mid-quarter progress reports are distributed. Parents are provided with information on how to access the Infinite Campus grading reports to keep informed of their child's progress. Assessment reports are sent home throughout the year as well.

'OHANA NEWS

A newsletter is published monthly to keep families informed of various initiatives that are occurring at school and to recognize positive work. The 'Ohana News is posted on the school's website and is emailed to families. Parents may ask for printed copies as well.

OTHER MEANS OF COMMUNICATION

The staff is available to communicate with parents through various methods: notes home, phone calls, email, etc. Parents may request a conference with individual teachers or with the grade level team. The school counselor and the administration are available as well. Parents are encouraged to provide input and to assist in making decisions regarding their child's education.

The office staff calls parents of absent students if a note has not been received. An automated system which includes calls/texts/emails is utilized to inform parents of school activities and to provide safety and security updates.

LOCAL ADVISORY PANEL (LAP)

The Local Advisory Panel (LAP) meets monthly and consists of representatives from the families, the community, and the staff, including the certificated and classified staff and the administration. Representatives from our Local School Board, the Ho'okako'o Corporation, also attend. In addition to their regular activities, the LAP serves as a time to solicit input on how the school can continually refine instruction to improve student achievement and school performance. The LAP assists in the development and the review of the Title I Schoolwide Plan and provides assistance and support in planning and implementing effective family engagement activities. All meetings are open to the public and all families are encouraged to attend.

ANNUAL EVALUATION OF POLICY

WMPCCS will conduct an annual evaluation of our parent and family involvement policy. Before the end of the school year, parents will be consulted to secure planning input for the following school year in order to design strategies for more effective parent involvement. Such consultation will be provided through parent discussions, through the Local Advisory Panel, and through parent surveys. Parents and families will play an integral role in our attempts to continually refine our program of instruction in order to "empower all students with the skills, values and cultural understanding to successfully navigate high school and beyond." (WMPCCS Mission Statement)