

School / Community Relations

Communications:

The school utilizes a wide range of tools to promote frequent and clear communication with the parents. Obviously the best of these is face to face meetings with parents as individuals or in small groups. All staff members are encouraged to contact parents frequently, and not to wait until a need arises. It is much better to have established a positive and open line of communication before a problem develops, as this will promote co-operative solutions to any difficulties.

Parent-teacher-student interviews are held the day after the first report card goes home, and provide a good opportunity for the teacher to explain his/her approach to curriculum, and for the parent to ask questions. A strong effort is made to contact all parents to set up times for these interviews and to give them an opportunity to raise general questions. Another set of interviews may be held after the second term, depending on the wishes of the staff and the School Council.

Newsletters are sent home on a 'regular' basis. These are sent out whenever the volume of news is sufficient to warrant this. Prior to the inception of the Stewart Valley Voice, the school newsletter acted as a community message service as well, and is still used to send out news of community events. Teachers are encouraged to submit their own articles, and examples of student work.

1. GOOD COMMUNICATION

Names and contact numbers of the School Council members are made available to all parents.

Parents are encouraged to discuss issues of concern with any Council member.

Parents are encouraged to attend Council meetings and information nights.

2. ISSUES OF TEACHER/CLASSROOM RELATED MATTERS

Step 1: Parents are asked if:

(a) they have discussed the issue at hand with the teacher.

(b) they have discussed the issue with the Administration with one or two School Council member(s) present, if so requested by the parent/guardian. The School Council member(s) are appointed by the School Council and are representing the School Council as an impartial third party.

Step 2: If no satisfaction is reached the parent is encouraged to discuss the matter more fully with the whole Council and/or Superintendent in camera. They may also be informed of their rights under the Education Act.

3. ISSUES RELATED TO SCHOOL OPERATIONS

Step 1: Parents are asked if they have discussed the issue with the Administration. If not, they are directed to do so.

Step 2: If no satisfaction, and the issue is minor, the parent may be asked to appear at a regular Council meeting to raise their concerns. If the issue is of a sensitive nature, the meeting will be held in camera.

Step 3: The issue is discussed with the Administration and possibly with the Superintendent. Follow-up occurs to determine if the issue has been resolved. If the parent is not satisfied they are provided with information about their rights under the Act.

4. SUSPENSION OF STUDENTS

Should a parent of a student who has been suspended make an appeal to the School Council, the following meeting format will be used:

1. Introductions of all present are made.
2. The section(s) of the Act related to the suspension and the appeal process are read out.
3. The format of the meeting is outlined.
4. The Administration provides information on the case.
the Administration may call on witnesses.
following each presentation the parent(s), student,
and/or advocate may ask questions of the Administration or witness
(through the Chair).
Council members may also ask questions of clarification from the

witness and Administration.

following their presentation the witness leaves the room.

5. The parent(s), student, and/or advocate provide information to Council as to why Council should not proceed with the suspension. they may also call upon witnesses to provide information.

following each presentation the Administration or Council members may ask questions of the parent, student, advocate, or witness (through the Chair) following their presentation the witness leaves the room.

6. The Administration is then allowed one more opportunity to make clarifications and provide further reasons why the suspension should still proceed.

the appealing party may again ask questions in the same manner as outlined above.

Council may ask questions in the same manner as outlined above.

7. The appealing party is then allowed one more opportunity to provide reasons why the suspension should not occur.

Administration and Council members may ask questions in the same manner as outlined above.

8. The School Council then (in private) makes its decision, with every attempt made to provide an answer the same day.

However, the meeting may be adjourned with Council having the power to call for information to be However, the meeting may be adjourned with Council having the power to call for information to be brought forward or for an additional witness to be called to provide information to Council. If Council calls for a witness both the Administration and the appellant may ask questions through the Chair of that witness after the witness has been questioned by the Chair and Council members. Council must publicly enact the resolution.