



**Osceola Communication, Arts, and Business School
Parental Involvement Implementation Plan
OCABS Charter School**

2009-2010

Refer to OCABS Board Policy 6.11 and 6.12

The school shall –

- Establish a positive, welcoming atmosphere so that parents will always feel welcome at OCABS.
- Designate a certified staff member to serve as the Parent Facilitator whose duties are as follows:
 - Provide a communication line for teachers and parents.
 - Provide professional development training designed to encourage parental involvement for the teachers and administrators.
 - Undertake efforts to foster parental participation in the school.
- Develop a system of communication with the parents that consists of the following:
 - Provide summer mail-outs to inform parents of new up-to-date information.
 - Foster a parent mass email list so that information can be distributed throughout the year.
 - Send out monthly newsletters.
 - Send out monthly calendars.
 - Send out interim reports each of the four grading periods.
 - Maintain a user-friendly website (www.osceolacommunityschool.com) that has a wealth of information for parents and students.
 - Provide weekly PTO updates.

- Update the school's announcements and post on the school website about every ten days.
- Implement the OCABS "Family Task Force, or FTF, designed specifically to assist OCABS' targeted students".
- Implement a campus leadership team and encourage parents, students, community members and teachers to be a part of this team.
 - Some of the responsibilities include a review and recommendation for course of study and local graduation requirements.
 - Changes to the OCABS discipline policies
 - Recommend improvements to the OCABS student wellness program.
 - Assist with Bridging the Gap
 - Assist with the school's ACSIP formation, evaluation and improvement, including the school's wellness plan
 - Assist with evaluation and improvement of this Parent Involvement Plan
- Implement and support a Parent-Teacher-Organization (PTO) and encourage all to join and participate.
- Prepare family kits that will be distributed at registration and will consist of the following:
 - OCABS Parental Involvement Plan
 - Important school information on school policies and procedures.
 - Recommended roles of parents, students, teachers and administration.
 - Information on ways for a parent to become involved in our school and in the education of his/her student.
 - A calendar of activities that are planned throughout the year to encourage parental involvement.
 - A communication process that allows parents, teachers and administrators to communicate in a productive two-way manner.
 - A process for resolving parental concerns, including who to approach first and how to develop a solution.
 - Provide tip sheets for parents on how to foster their child's success in school.
- Encourage communication with parents by scheduling at least two parent-teacher conference days per year.
 - These will provide opportunities for parents, students, teachers and counselors to dialogue so that everyone is working toward the same goal of meeting each student's needs.

- Provide Student Orientation each year to help students and their families make a smooth transition into the next grade at OCABS.
- Hold two Open Houses per year –
 - Fall Open House will encourage parents to meet the teachers, administrators and staff.
 - Spring- “Come Check Us Out” is designed for prospective students to see what OCABS has to offer. (Preferably in February)
- Plan various activities throughout the school year that will be beneficial to families and will encourage parental involvement.
- Provide a Parent Center.
- Purchase magazines and books and other informative material that will be housed in the Parent Center and will be available for check-out by the parents.
- Provide a quarterly “State of the School” address that will be presented at each of our Campus Leadership Team meetings.
- Schedule “Parents Make the Difference” evenings on various subjects that will give an overview of the following:
 - What the students are learning.
 - How students will be assessed.
 - What parents should expect for their child’s education.
 - Understanding of Smart Core graduation requirements
 - How parents can assist and make a difference in their child’s education.
- Family Science Night
- OCABS Health Fair
- Drug, Alcohol, and Safety Awareness Workshops
- PTO Monthly Meetings
- Survey the parents regarding their interests, so that the school can more effectively meet their needs.
- Encourage local businesses to serve in an advisory capacity or on the Family Task Force, FTF.

The teachers shall –

- Provide a positive classroom atmosphere that is conducive to learning.
- Provide students with meaningful classroom instruction on a daily basis.
- Provide course information to Parents at Open House.
- Encourage parents to keep open communication lines to enhance their students’ success.
- Provide interim reports to all students each of the four nine-week grading periods.

- Strive to post students' grades to Engrade at least once a week.

The parents shall –

- Encourage teachers, counselors and administrators to keep open communication lines to enhance their students' success.
- Review the monthly calendar that is provided by the school.
- Review their child's yellow OCABS student planner every night.
- Attend parent conferences.
- Attend parent workshops.
- Attend school activities.
- Contact the school if there is an issue that needs to be resolved.
- Become an involved parent at OCABS. Be involved in one or more of the following ways
 - Parent/Teacher Organization (PTO)
 - Campus Leadership Team
 - Volunteer at OCABS
 - Join Project Appleseed (www.projectappleseed.org)
 - Mentoring
 - Drug and Alcohol Task Force.
 - Serve on the leadership team
- Provide a quiet place at home for students to complete their homework and/or study.
- Monitor your student's learning and provide assistance when needed.
- Monitor your student's progress as follows:
 - Review Engrade weekly.
 - Review the monthly letter and calendar.
 - Contact the teachers on a regular basis.
 - Utilize the OCABS website for important updates and information
 - Review the interim reports
 - Review the report cards.
- Abide by the OCABS Parent agreement
- Read "Choosing Civility, the 25 Rules of Considerate Conduct"
- Encourage their child to abide by the rules at school and at home.

Osceola Communication, Arts, and Business School

Shared Responsibilities for High Student Academic Achievement

2009-2010 Parent-Student-Teacher-Compact

School Mission: The mission of OCABS is to provide a school organization that encourages high integrity, high performance, and focuses on all our students to excel both academically and ethically in all school and outside life related endeavors. Through the combined efforts of students, faculty, parents, and the community, our students learn to set and achieve goals that ensure they are productive citizens in a multicultural and technological society.

School Agreement

The entire school staff will share the responsibility for improved student achievement; therefore we will:

- Hold parent/teacher conferences
- Send frequent reports to parents on their child's progress.
- Provide opportunities for parents to volunteer and participate in their child's class and observe classroom activities.
- Provide an environment conducive to learning.
- Respect the student, their parents and the diverse culture of the school.
- Embrace the 25 Rules of Considerate Conduct found in *Choosing Civility*

School/Teacher Signature _____

Parent/guardian agreement

I want my child to reach his/her full academic potential; therefore I will support my child's learning by:

- Have an on-going communication with my child's school; including parent-teacher conferences and volunteering in the classroom.
- See that my child attends school regularly and is punctual
- Supports the school staff and respects cultural differences of others.
- Establishes a time and place for homework and checks it regularly.
- Monitor television and movie viewing.
- Will help to make positive use of extracurricular time
- Embrace the 25 Rules of Considerate Conduct found in *Choosing Civility* for myself and my child

Parent/Guardian Signature _____

Student Agreement

It is important that I do the best I can; therefore I will:

- Come to school each day on time with my homework completed and have the supplies that I need
- Always try to work to the best of my ability
- Believe that I can learn and I will learn
- Conform to the rules of conduct and my school
- Show respect for my school, myself, and other students, and have consideration for cultural differences.
- Embrace the 25 Rules of Considerate Conduct found in *Choosing Civility*
- Perform an average of one hour of volunteer service work per week.
- Exercise at least 225 minutes per week

Student Signature _____

