

MMCA Communication Pathways Policy (est. 2005)

(school communications policy)

From Parent:

1. Individual /classroom issue: discuss with Teacher
2. School-wide issue or unresolved issues with classroom or Teacher: discuss with Principal, may include an additional meeting to include Teacher
3. System issues or issues unresolved after discussing with Teachers and Principal: bring to MMCA School Board by:
 - speaking with any individual MMCA Board member , or
 - emailing any Board member (addresses on website), or
 - written communication with any Board member: use Board mailbox in office.

Please respect that individual discipline issues and personnel issues/complaints carry privacy concerns. These should be directed in writing to the Board President or the Principal.

The Board can take action only on those items on the Agenda. Please contact us at least 1 week prior to a meeting if you'd like your issue placed on the Agenda. Any person wanting to attend a Board meeting is welcome, and will be given 5 minutes to speak if desired.

To & From Teachers:

MMCA teachers send home weekly packets including completed schoolwork, notices of upcoming class events, field trips, projects, etc.

The monthly newsletter contains an update from each classroom on the efforts and accomplishments happening there.

Teachers provide two annual parent-teacher conferences. They are also happy to meet with you at any other mutually convenient time. Contact them by email, by leaving a message on the office phone, or by sending a note with your child.

To & From Principal, Board of Directors and PTA:

A weekly "Friday Flier" is sent home in each child's packet or by email. It contains updates from the Principal and the PTA on general school-wide events and issues.

The Principal is accessible to parents by phone (630-1510), by email (brent@mmcharter.org), or by stopping by to make an appointment as needed.

The MMCA Board meets monthly. All are welcome to attend. The minutes of each meeting are placed in an accessible binder in the front office and on the website after they are approved (usually at the following month's meeting).

The PTA meets monthly and invites everyone to attend.