

MMCA Communication Pathways Policy (est. 2005, rev. 2019) (school communication policy)

MMCA is vibrant school community that depends on open, honest communication between Parents, Teachers, Administrators and the Board of Directors. As a community, we want to make sure all issues are brought to the appropriate attention and addressed in a timely manner.

To and From Teachers:

MMCA Teachers are happy to meet you at any mutually convenient time. You can contact them by email, by leaving a message on the office phone, or by sending a note with your child to arrange a meeting.

Teachers provide regular communication to parents on a weekly, monthly and semi-annual basis.

- Teachers send home weekly packets including completed schoolwork, notices of upcoming class events, field trips, projects, etc.
 - Communication about off-site field trips, include driver volunteer opportunities, will be shared 1 week prior to the event.
- The monthly newsletter contains an update from each classroom on the efforts and accomplishments happening there.
- Teachers provide two annual parent-teacher-student goal setting conferences.

To and From the Principal:

A weekly “Friday Flyer” contains updated information from the Principal and the PTA on general school-wide events and issues. It is sent home by email and shared on social media.

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

To and From the PTA:

PTA is a group of parents and teachers at our school that plans community events and fundraisers. All members of the MMCA community are encouraged to join the PTA and/or to attend monthly meetings.

To & From the Board:

The Board of Directors has regularly scheduled monthly meetings to define the mission of the school and clarify its philosophy. These meetings are posted on the school calendar. Three times a year, the President of the Board will publish a Board of Directors’ update in the weekly “Friday Flyer” to share progress and plans for the coming year.

To communicate with the Board feel free to:

- reach out to any individual MMCA Board member in person or via email (email addresses are listed here),
- use the Board mailbox in the office for written communications,
- attend the monthly public Board meetings. If you wish to address the board during a public meeting, you will be given 5 minutes to speak during Public Comments. If necessary and appropriate, the Board will respond and/or take action at the next Board meeting.

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).