



Dr. Olga Mohan High School

**PARENT-STUDENT
HANDBOOK
2013-14**



opportunity to attend another Alliance school or is assisted with enrollment in another appropriate setting depending on the specific findings and evidence. The decision of the panel of representatives of the The School Board of Directors is final.

In the event of a decision to expel a student from The School the school will work cooperatively with the district of residence, county, and/or private schools to assist with the appropriate educational placement of the student who has been expelled. The student will remain at the Charter School or given the option to transfer to another Alliance School. Any incident of violent and/or serious student behavior will be communicated to the district/school to which the student matriculates. The Charter School will have the responsibility to facilitate expulsion placements and enrollment to ensure that expelled students do not get lost in the system.

DATA COLLECTION AND REPORTING – SPECIAL EDUCATION

The school will collect and produce data regarding the suspension and expulsion of special education students as required by the Special Education Modified Consent Decree.

Discipline procedures for students with special needs will include positive behavioral interventions.

SCHOOL OF CHOICE PROVISION

Each Alliance campus is a school of choice. No student is required to attend, and no employee is required to work at the charter school.

Alliance students living within the attendance area of Alliance who do not desire to attend the charter school may attend another school in Alliance. Alternatives to the school for these students living within the Alliance attendance area who opt not to attend the charter school will be the same as those offered to all other students currently residing in the district. These students may attend other district schools or pursue an inter-district transfer in accordance with existing enrollment and transfer policies of the district or county of residence.

PARENT ENGAGEMENT

Meaningful parent involvement is a critical dimension of Alliance school effective schooling and improves student achievement. Research has shown that active and consistent parent involvement leads to student success.

PARENT/STUDENT/STAFF SCHOOL COMPACT

The school firmly believes that all students can and will achieve at high levels when administrators, teachers, staff and parents work in collaboration with each other. As stated in the Parent/Student/Staff School Compact, each partner accepts responsibility for the successful education and college preparation of each student. This document is part of each student's enrollment packet and is explained to all new families during

orientation. Continuing parents and students are asked to sign the compact at the beginning of each school year.

PARENTS AS PARTNERS (PARENT ENGAGEMENT POLICY)

The school values the role of parents as their child's first teacher and welcomes their active involvement in their child's education.

The school believes:

- Parents are partners and are needed to take active and meaningful role to insure the success of the school.
- Parents must be meaningfully and actively engaged in their child's education and responsible for supporting their child's learning at home.
- Parents must also understand what it will take to prepare their child for college.
- Parents must support the goals of the school through their voice and through volunteering a minimum of 40 hours per year.
- Attend at least 4 Parent Education Academy Sessions each year
- Complete an annual parent satisfaction survey

TIPS TO HELP YOUR CHILD SUCCEED

Research shows that effective and consistent parent participation leads to student success. Below are some suggestions to help your child succeed academically.

Tips to Help Your Child Succeed

1. Encourage your child to be an active and responsible learner who completes and turns in assignments and homework when they are due and seeks assistance when needed.
2. Ensure that your child arrives to school on time each day and supports school policies such as discipline, safety, proper school attire, text book care, etc.
3. Review your child's agenda and encourage your child to use it on a regular basis to keep track of homework assignments, projects, exams and other important school events.
4. Monitor your child's overall progress on a regular basis. Do not wait until progress reports and report cards are issued to find out how your child is doing in school.
5. If your child is struggling with their school work or needs help, speak with your child's advisor and/or teachers and ensure that your child attends after school tutoring.
6. Help your child establish a regular time and place to study and to complete their homework and school projects. Make sure your child's study area is well-lit and is stocked with necessary school supplies.
7. Talk to your child about what is happening at school and what they are learning.
8. Encourage your child to read for pleasure and limit TV, video game and Internet usage.
9. Attend all scheduled parent/teacher conferences, school activities and parent educational workshops.
10. Support your child's school by volunteering a minimum of 40 hours each year. Contact the school for more information.

VOLUNTEERING

There are a number of ways you can volunteer and demonstrate your commitment. Parent volunteer service hours are earned by directly supporting the school and by supporting your child academically. Each family is expected to volunteer 40 hours per school year. Twenty hours should be applied to supporting the school and 20 hours should be applied to supporting your child academically. (For more information, refer to the Volunteer Policy and Guidelines.)

Possible volunteer activities to support the school include:

- Office support
- Fundraising activities
- Breakfast and lunch distribution
- Field trip assistance and supervision
- Special events assistance
- Arrival and dismissal supervision
- Yard supervision
- Visitor's supervision
- Take-home assignments
- Initiating phone trees
- Leadership activities such as serving as the parent representative for your child's advisory class, participation in the parent advisory committee, school board of directors, or participating in other school committees

Possible volunteer activities to support your child academically include:

- Saturday parent workshop participation
- Classroom visits
- Classroom support
- Tutoring support
- Serving as a parent mentor
- Assisting with the development and dissemination of the school newsletter

We truly appreciate your participation as a parent volunteer and we will make every attempt to match your interests and skills with projects or tasks that you are comfortable with.

How to Volunteer

Review the descriptions of possible volunteer activities and sign-up for a specific volunteer activity at the Parent Orientation or during Back to School Night. A schedule will be developed based on your interests and availability. At the beginning of each month the parent volunteer schedule will be sent home with students and will be posted in the parent center or school bulletin board. Feel free to call the school at the beginning of the school year or any time thereafter to volunteer.

Parent Volunteer Card

Every time you volunteer at the school ask a staff member to verify your volunteer minutes or hours by stamping your Parent Volunteer Card. Your Parent Volunteer Card will be kept on file at school. The school will monitor the number of volunteer hours

each family has accumulated. All volunteer hours need to be fulfilled prior to the last day of school.

LEADERSHIP OPPORTUNITIES FOR PARENTS

Volunteers who serve as parent leaders on a school committee or special activity for the entire school year or for the duration of a particular project will automatically earn 20 hours of service credit.

Leadership opportunities for parents include participation in the following committees:

- Advisory Committee
- School Board of Directors
- Welcome Week Committee
- Communications Committee/Parent Representative for your child's advisory class Teacher Appreciation Committee.
- College Committee
- School Beautification Committee
- Recruitment Committee

EDUCATIONAL WORKSHOPS FOR PARENTS

Parents are expected to attend four educational workshops each year. This will count towards the annual 40-hour volunteer service commitment. To participate in a workshop or special training for parents, refer to the schedule of parent workshops for the year.

PARENT/TEACHER CONFERENCES

Parent/teacher conferences are held every 10 weeks. At this time parents have the opportunity to meet with some of their child's teachers or the entire instructional team to discuss progress and areas students need to strengthen. (For more information, refer to Parent/Teacher Conference Tips.)

Teachers are available for parent conferences every day except Wednesdays. If you have concerns regarding your child's grades, please contact the school to schedule a conference during the teacher's conference period.

Attending parent/teacher conferences is mandatory and cannot be applied to your parent volunteer commitment of 40 hours.

PARENT RIGHTS

Parents are guaranteed certain rights within each Alliance campus. Parents have the right to:

- Work in partnership with the school to help their child succeed
- Observe the classroom(s) in which their child is enrolled or will be enrolled.
- Meet with their child's teacher(s) and the principal.
- Volunteer under the supervision of school employees
- Be notified if their child is absent from school without permission.