

RIBMS Communication Plan

Date	Description – Formal Plan	Informal
Sept.	<p>Meet the Teacher Night. Parents attend homeroom teacher or pod teachers' classrooms to receive information and ask questions re: course outlines/academic and behavioral expectations.</p> <p>Teachers review student records to learn more about students.</p> <p>Teachers meet with Consulting Teachers to gain information on students that will supply them with better information to teach the student. (mention IPP's or not?)</p> <p>Teachers meet and collaborate to develop goals for students on IPP's. CT's meet with parents to present/review IPP's and get their input/feedback.</p>	<p>Parents are encourage and invited to participate/open door policy of our school.</p> <p>Teachers monitor student progress – academically and socially. If there are areas of concern, homeroom or teacher involved calls parents.</p> <p>Tests/projects sent home for signatures. Parents can see what their child is doing and how well?</p> <p>Use of agenda books.</p> <p>Use of website to keep students/parents abreast of homework and important memos.</p>
October	Interim report cards (4 core only) are distributed. Require a parent signature.	
November	Interview #1. All parents are encouraged to attend interviews. (2 evenings). Focus on the student's transition to that grade and a little on their academic progress.	
February	Interim Report Card #2. Require a parent signature.	
February	Interview #2. All parents are encouraged to attend. CGA teachers phone home prior for a reminder.	
March	Report Card #2 distributed.	
April		
May	Interim Report Card #3. Require parent signature.	

June	Grade Level of Achievement (GLA) reports and letters distributed to parents. Parents are invited to meet with teachers if there are questions/concerns re: GLA.	
June	Report Card #3 and Final Report Card	