

HOLYOKE COMMUNITY CHARTER SCHOOL

2200 Northampton St., Holyoke, MA 01040
Telephone: (413) 533-0111 Fax: (413) 536-5444

School – Parent – Engagement Policy

School Responsibilities

Holyoke Community Charter School agrees to carry out the following responsibilities to the best of its ability:

High-Quality Instruction and Learning Environment

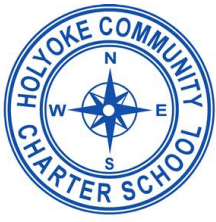
- Provide a high-quality curriculum and instruction in a supportive, safe, and effective learning environment that enables students to meet challenging state academic standards.
- Utilize academic data and monitoring systems to meet the individual needs of students, including participation in academic and extracurricular activities.

Communication and Family Engagement

- Provide parent orientations before the start of the school year, allowing families opportunities to give feedback.
- Offer two scheduled parent-teacher conferences and one targeted conference to discuss student progress and academic action plans, with support from Academic Quality Controllers.
- Maintain consistent, two-way communication through ClassDojo, academic reports, report cards, and interim progress updates.
- Ensure parents have reasonable access to staff, including teachers, Academic Quality Controllers, counselors, and administrators, through requested meetings and communication platforms.
- Host approximately 20 family engagement events annually to strengthen partnerships between families and school staff.
- Provide translation services and translated written communication to ensure meaningful participation for families with limited English proficiency.

Student Well-Being and School Climate

- Maintain a safe, positive, and healthy learning environment through collaboration between the Student Management Department, counselors, and the school nurse.



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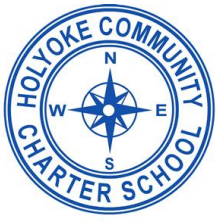
- Implement discipline policies consistently, promote anti-bullying initiatives, and support student social-emotional development.
- Uphold inclusive, schoolwide activities that ensure all students feel valued, respected, and part of the “Lions Family.”
- Communicate clear expectations for staff, students, and parents through parent orientations, teacher trainings, parent/ teacher conferences, student assemblies, and targeted parent/teacher conferences and targeted meetings as needed.

Parent/Guardian Responsibilities

As partners in education, parents/guardians agree to:

- Review and sign the HCCS Parent/ Student Handbook upon student enrollment.
- Participate in school activities, including volunteering through the Parent Connection Group, when possible.
- Support their child’s learning by:
 - Communicating regularly with teachers and Academic Quality Controllers
 - Monitoring academic progress through ClassDojo and reports
 - Attending conferences, meetings, and school events
- Participate, as appropriate, in decisions relating to their child’s education.
- Create a home environment that supports learning and collaborate with the school to address academic, behavioral, or social-emotional needs, including accessing referrals and counseling services when needed.
- Ensure their child attends school on time, well-rested, and ready to learn, while partnering with the school for meal support as needed.
- Teach and reinforce respectful behavior toward all members of the school community and school property.
- Communicate promptly with the school when concerns arise.

Student Responsibilities



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HCCS students agree to accept responsibility for their learning and behavior by:

- Attending school on time every day and taking advantage of positive socialization opportunities.
- Demonstrating a positive attitude toward learning and school participation.
- Completing homework and classwork to the best of their ability.
- Following teacher directions, asking for help when needed, and putting forth their best effort.
- Participating in the Student Life Organization, which promotes leadership, responsibility, and commitment to academic achievement.
- Serving as role models through leadership roles such as Prefects, who support peers, assist teachers, promote respect, and serve on the Anti-Bullying Squad.

HCCS recognizes the importance of instilling the value of education and leadership skills in students to support long-term academic success and graduation outcomes.

Policy Review and Distribution

This School–Parent–Engagement Policy:

- Is reviewed annually with families of participating students
- Is aligned with the HCCS School Family Compact
- Is distributed to all families as a Schoolwide Title 1 Institution
- Is available in multiple languages and formats upon request