



**Center for Creative Arts  
HAMILTON COUNTY MAGNET SCHOOLS**

**Parent / Guardian Commitments for the 2017-2018 School Year**

Attending a Hamilton County Magnet School is an option for parents that want their children to attend a school outside their school zone. **Because this is a choice that has been made by the family, parents and students must be willing to follow and abide by the requirements as set out below.** Please carefully read and initial each of the commitments. Your initials and signature indicate your agreement to these requirements for the 2017-2018 school year. All these commitments must be satisfied in order for your child to continue in a magnet school for the following school year or to be able to participate in any May 2018 graduation ceremonies.

**ATTENDANCE**

Parents must make sure their child has good attendance. Eight unexcused absences or ten unexcused times of being late to school is considered to be excessive absences/tardiness. This will jeopardize your child's magnet seat at our school and the possibility of being accepted to any other magnet school for the following school year. Early dismissals must also be kept to a minimum. Parents that bring their children to school should arrive no earlier than 8:30 a.m. and pick up their children in the afternoon by 4:30 p.m. If the school determines that an elementary child is being consistently dropped off too early or is consistently picked up late, the parent must enroll their elementary child in a before/after school program such as the Hamilton County School Age Child Care Program (SACC) at the parent's expense. Information regarding their program and rates are available in our main office or online at [www.hcschools.org/SACC](http://www.hcschools.org/SACC)

\_\_\_\_\_ Initial Here

**BEHAVIOR**

Parents need to make sure their children follow the standards of acceptable behavior as outlined by the Hamilton County Department of Education's *Code of Acceptable Behavior and Discipline Policy* which is distributed yearly at registration or available for review at [www.hcde.org](http://www.hcde.org) Failure to follow these standards will jeopardize your child's magnet status for next year.

\_\_\_\_\_ Initial Here

**PARENT/TEACHER CONFERENCES**

Parents must attend two scheduled Parent-Teacher Conferences. There will be one each school semester. Missed conferences must be made up within ten school days of the scheduled conference.

\_\_\_\_\_ Initial Here

**PARENTAL INVOLVEMENT**

Complete the 18 parent involvement hours by 5 p.m. on the April 30<sup>th</sup> deadline. **If you have children in more than one magnet school, these hours must be split equally between the schools.** Please list the child's name or children's names and the other magnet school(s) below. Volunteers must be over 18 years of age. Please do not bring minor children with you when volunteering.

\_\_\_\_\_ Initial Here

Child's Name	What magnet school does this child attend?

**If any of the above commitments are not met, your child will not be eligible to return to this or any other Hamilton County Magnet School for the 2018-19 school year. Your child will be expected to enroll in his/her zone school.**

Please indicate below that you have read and understand these commitments of the magnet school program as stated above and return this form to the school.

Name of Student: \_\_\_\_\_

Grade: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_



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August 2017

**Parent Involvement Guidelines**

1. Eighteen (18) hours are required per family. If a family has children in more than one magnet school, the hours **must** be split equally among each school. For example, 2 schools, 9 hours each; 3 schools, 6 hours each.
2. The student’s parents and grandparents or guardians should complete hours. Extended family is approved on a case-by-case basis, beginning with immediate caregivers. The easiest way to provide this list is to include those family members on your student’s dismissal form. The minimum age of the person completing these involvement hours is 21.
3. A minimum of half the required hours (for each school) should be completed during the first semester of school.
4. All hours must be completed AND recorded by 5 p.m. on April 30<sup>th</sup>.
5. All hours served must be recorded on a “Record of Volunteer Hours” form and signed by a school staff member. Other forms accepted at discretion of your school’s coordinator.
6. HCDE staff members who have a child or children at a magnet school must also complete the 18 involvement hours.

**What qualifies for Parent Involvement Time?**

Time that assists the school, teachers, and classes qualifies to earn parent involvement hours. These items include:

- Completing tasks in a teacher/parent workroom
- Completing assigned tasks at home with specific instructions, depending on availability
- Assisting a teacher in the classroom
- Acting as a monitor in hallways, cafeteria, car line, etc.
- Chaperoning field trips (limit of 9 hours at each school per family)
- Attending parent classes
- Serving on the PTA board
- Working on PTA events
- Working athletic events
- Saturday/Sunday workdays
- Organizing special events (performances, auctions, candy sales, etc.)
- Working to improve school building and grounds
- Bringing food or drink for events (limit of 1/3 of total hours at each school)

**What does not qualify as involvement time?**

Time that is spent with only your child, at school or away from school, is *good parenting time* and not considered involvement time for the school. These items **will not** satisfy the parent involvement commitment:

- reading with your child
- helping your child with homework
- visiting your child for lunch
- watching your child in a performance
- volunteering with groups like Girl Scouts
- attending parent/teacher conferences
- visiting your child’s classroom
- attending IEP meetings
- teachers working in or for their own classroom

**Under NO CIRCUMSTANCES can Parent Involvement hours be bought. Money is not a substitute for time.**

**VOLUNTEERS SHOULD:**

- ✓ **Sign in and out in the office**
- ✓ **Wear your name tag while volunteering**
- ✓ **Be reliable, dependable, and positive**
- ✓ **Have a cooperative attitude**
- ✓ **Show respect to all children**
- ✓ **Keep student information strictly confidential**
- ✓ **Have fun and enjoy giving of yourself to others**

**VOLUNTEERS SHOULD NOT:**

- Forget to sign in and out every time you’re volunteering**
- Intervene or contradict a teacher in front of students**
- Do a student’s work for them**
- Threaten or punish students**
- Bring other siblings to school while volunteering**
- Smoke on school grounds**
- Forget to get their copy of the volunteer service record**



ESCUELAS IMAN DE HAMILTON COUNTY

**Compromisos para los padres/guardianes para el curso 2017-2018**

Por favor, lea y escriba sus iniciales en las cuatro cosas a las que se compromete para el curso escolar 2017-2018. Usted debe satisfacer los cuatro para que su niño pueda continuar en una escuela imán en el curso 2018-2019 y para poder participar en la ceremonia de graduación del 2018.

1. Atender las dos conferencias para padres del sistema. Una será durante el semestre de otoño y la otra en primavera.

\_\_\_\_\_  
Iniciales Aqui

2. Asegúrense de que su hijo/a atiende las clases. Si su hijo/a falta 8 días sin excusa, 10 llega tarde veinte veces sin excusa puede perder su sitio en una escuela imán.

\_\_\_\_\_  
Iniciales Aqui

3. Asegúrense de que su hijo/a sigue los estándares de comportamiento en acordancia con el *código de conducta aceptable y política de disciplina* de Departamento de Educación del Condado de Hamilton el cual se entrega todos los años durante el proceso de matriculación y también está disponible en [www.hcde.org](http://www.hcde.org) Si no sigue estos estándares, su hijo/a puede perder su plaza para el próximo año en una escuela imán.

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Iniciales Aqui

4. Complete las 18 horas de participación de los padres para el 30 de Abril a lo mas tardar. Si tiene hijos/as en más de una escuela imán, las horas las tiene que dividir a partes iguales entre las escuelas. Por favor, escriba el nombre de su hijo/a/os/as y los nombres de las escuelas imán a las que van aquí debajo.

\_\_\_\_\_  
Iniciales Aqui

Nombre del niño/a	Otra escuela imán

Si alguno de los compromisos no se cumplen, su hijo/a no podrá regresar a esta u otra escuela imán del Condado de Hamilton para el curso escolar 2017-2018. Su hijo/hija tendrá que atender la escuela designada a su zona.

Por favor, indique que ha leído y comprende los compromisos escritos arriba para que si hijo/a pueda atender el programa de la escuela imán y devuelva esta forma a la secretaria de la escuela.

Nombre del Estudiante \_\_\_\_\_ Curso: \_\_\_\_\_

Nombre del Padre/Guardián \_\_\_\_\_ Fecha: \_\_\_\_\_