



## **School Improvement Council/ Title I Parent Response Procedure**

**The following guidelines have been established by the St. Johns High School administration and leadership team to ensure effective and efficient communication flow between all stakeholders in the operation of St. Johns High School.**

1. There will be an established suggestion box and Title I school plan in the front office for input from faculty, staff, students, community members and parents.
2. Information sent home for parents will be translated for ESOL families (if needed).
3. School Improvement Council/ Title I meetings are scheduled for the third Thursday in every month. These dates will be posted on the school website.
4. Parents will have an opportunity to ask questions regarding student activities, as well as the planning and budget process during the annual planning meeting in the spring.
5. Parents and other stakeholders will be encouraged to bring any and all suggestions, concerns, and/or issues to the administration team. A response can be expected within one week.
6. Principal chats will be held monthly to discuss information about instructional activities going on within the school. These dates will be posted on the school website.
7. St. Johns High School administration will gather parents' suggestions, concerns, and/or issues and bring them to the leadership team for review and feedback.