

PARTNERSHIP AGREEMENT

(As found in the Evergreen Community Handbook - Available in the Parent Portal of our website, under Forms and Resources)

The Partnership Agreement below delineates the responsibilities of the students, the parents, the teachers, and the School. The commitment to this agreement by all parties is essential to our children's education.

A. Philosophy of Partnership

Evergreen Community Charter School (Evergreen) believes that education takes place both at home and at school, and that parents/guardians should be active partners in the education of their children. With this partnership, parents/guardians and school staff commit to be mutually supportive, working together to enhance each child's development, and to ensure the success of Evergreen. Based upon this agreement, students, parents/guardians, and staff accept certain responsibilities as partners in this educational endeavor.

At Evergreen, the Partnership Agreement is not just a philosophy; it is an expectation of initial and continued enrollment. As a charter school, governed by a volunteer Board of Directors, Evergreen can only exist if everyone invests in its operation and supports its mission. Having chosen to create a school, we are collectively committed to its success; therefore, the Partnership Agreement includes both an expectation to be involved in the education of one's children, and a request that all families support the overall operation of the school through volunteerism. Evergreen will make every effort to work with students and families to help everyone comply with this agreement. A variety of opportunities for parent/guardian involvement are available to accommodate different family situations. For special circumstances, we can help design a personal plan. Please address any concerns regarding the school's adherence to this agreement with a school administrator.

Listed below are the collective responsibilities needed for the success of each child and for the success of Evergreen:

B. Responsibilities of Evergreen Community Charter School:

To provide a program of holistic child-centered education that fulfills the goals expressed in the school's Mission Statement and exemplifies the school's Core Beliefs.

To comply with all state and federal guidelines and requirements regarding school practices, curriculum, and assessment and to provide information about the qualifications of a child's teacher to all parents who request it.

To include parents and other stakeholders in the design, planning, and implementation of school improvement activities, including revision and improvement of parent engagement expectations and the Partnership Agreement.

To facilitate parent engagement and participation by offering flexibly scheduled meetings and parent education sessions and by offering communications in a language other than English when requested.

To inform all families of our status as a Title I school during orientation each year, explain the requirements of Title I, and notify parents of their rights to participate and be involved.

To notify all parents whose children are taught by lead teachers who do not meet state qualifications for licensure.

C. Responsibilities of the Family:

To model attitudes and behaviors that support the Evergreen mission by:

- Showing respect to the teachers and Evergreen staff by word and deed, both at school and away from school.
- Showing respect to other school community members (e.g. other students and other family members) through appropriate communication and interpersonal behaviors.
- Modeling effective conflict resolution by handling concerns appropriately, directly, and honestly, only with those involved.

To show respect for the importance of school by having students:

- Arrive on time and remain the full length of the school day.
- Comply with the school calendar for vacations. For planned educational absences, a leave request must be approved at least two weeks in advance of a planned absence.
- Attend to everyday health and nutritional needs.
- Balance activities outside of school and school responsibilities.

To enhance learning by:

- Staying informed about what your child is learning and demonstrating to your child that you are interested in their progress.
- Facilitating the completion of homework and projects. Monitoring the completion of class work.
- Assisting with remedial assignments.
- Making a plan to obtain make-up assignments and monitoring their completion when necessary.
- Working with the Associate Director and teachers to plan for absences other than those due to illness.
- Establishing a time, place, and routine for study at home.
- Giving positive reinforcement for appropriate attitudes and behaviors.
- Encouraging your child and praising them for doing their best.
- Attending conferences to obtain detailed information about your child's strengths, weaknesses, and progress and fulfilling agreements made at those conferences.

- Ensuring that your child has proper rest, nutrition, and recreation to promote well-being and readiness to learn.
- Providing home consequences for inappropriate behaviors that interfere with learning or the well-being of all students.
- Spending time with your child so that their emotional needs are met and they can focus on learning.
- Cooperating with specific requests of the school to ensure appropriate student behavior and/or an appropriate academic program for your child.

To support the overall school program by:

- **Attending Evergreen parent meetings and school functions regularly.**
- **Contributing four (4) or more hours a month for a two parent family, or two (2) or more hours a month for single parent families of documented volunteerism and/or participation in school activities. Flexible scheduling will allow all families to participate within and outside school hours.**
- **Adhering to school policies, including but not limited to Allergy Policy, Attendance Policy, and Grievance Procedure.**

D. Responsibilities of the Evergreen Community Charter School Staff:

To prepare lessons consistent with our mission that are interesting, challenging and appropriate for the students.

To create a safe and positive school environment by:

- Designing policies and procedures which stimulate learning.
- Treating each student with respect and kindness.
- Modeling an interest in learning, community service, and good citizenship.
- Communicating honestly and frequently regarding student progress and fulfillment of responsibilities.
- Celebrating appropriate behavior and academic achievement.
- Acting as a mediator to resolve conflicts.
- Working with the school community and greater community to ensure excellence for all students.

E. Responsibilities of the Administration:

To ensure the accomplishment of the mission of Evergreen by creating a safe, orderly, challenging, and nurturing learning environment.

To ensure that there is:

- A climate that supports learning for all students.
- A cohesive curriculum that adheres to our charter agreement.
- Effective communication.

To encourage and train the staff to always strive for excellence.

To ensure that there are opportunities to build community.

To support the parent(s)/guardian(s) so that they can give their best to the students.

To act as a mediator to resolve conflicts.

To inform parent(s)/guardian(s) of any violation of the Partnership Agreement or student disciplinary problems.

To teach and encourage student behaviors which promote learning, compassion, and integrity.

To work as a part of a team to assist students with special needs.

To bring new resources and ideas to continuously improve Evergreen.

F. Non-compliance with the Partnership Agreement:

1. Parent/Guardian Concerns:

Parent(s)/Guardian(s) who are concerned that the school is not complying with the Partnership Agreement will take the following actions in sequence, as needed:

1. Have an informal conference directly with the party not fulfilling the agreement. Invited allies are welcome. Express your concern clearly and honestly and ask for specific action that will correct the situation. Allow time for improvement.
2. If you continue to have concerns, have another informal conference. Notify the party that you continue to be concerned. Make a new plan for improvement and time frame for evaluation of its success.
3. If informal conferences fail to resolve the issue, initiate a formal conference by submitting your concern in writing directly to the party not fulfilling the agreement and the person's supervisor.
4. If concerns exist after the formal conference, the Grievance Procedures (described in the Governance, Daily Operations, Problem Solving section) should be followed.

2. School Concerns:

If the school finds that the student or the parent(s)/guardian(s) are not in compliance with the Partnership Agreement, the school will take the following actions in sequence as needed:

1. Notify the parent(s)/guardian(s) in person or by telephone that the school has concerns regarding compliance with the Partnership Agreement. The school and the parent(s)/guardian(s) will agree upon a plan to come into compliance and establish a time frame for evaluation.
2. Send a Non-compliance Notification to the parent(s)/guardian(s) if the school continues to have concerns about compliance with the Partnership Agreement. Parent(s)/Guardian(s) will be asked to attend a conference with the Executive Director to discuss a plan for compliance. At the Executive Director's discretion, the student and parent(s)/guardian(s) may be referred to the school's Community Council. Plans for compliance may include required mediation between those involved.
3. The school reserves the right to ban parents/guardians from campus and/or school activities who refuse to engage in mediation and/or who pose potential threats to others in the school community.