

## Calhan Community Communications Compact

Calhan School believes that the partnership between school, student, parent and community is essential for successful learning. We believe that effective communication is essential in fostering that partnership. We believe and accept the school's obligation and role in supplying the information for the partners to stay informed about our school and our process. We also acknowledge the importance of teaching our students to be good communicators, and have high expectations for their abilities with regard to staying informed and informing their parents.

This compact defines responsibilities, expectations and methods of communication for Calhan Schools

Listed Alphabetically

**Academic Information** – Grades and assignments, both past and future, are posted in Infinite Campus weekly. Parents and students are asked to maintain access to Infinite Campus through Parent Portal and Student Portal. Both are accessible from the school website at [calhanschool.org](http://calhanschool.org) with credentials provided, on request, by the Technology Director. Infinite Campus is also accessible through the Infinite Campus App available on the App Store or Google Play. Directions for downloading and using the app are posted on the Infinite Campus page of the school website. Academic information is also available at Parent-Teacher Conferences, and teachers may always be reached by phone or e-mail. Faculty e-mail addresses are available on the school's website. Students are expected to know their grades and be able to inform their parents as well.

**Assemblies** – Dates and times of assemblies are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org). Notifications of assemblies will also be published through the district mobile app. The Calhan School District app is available on the App Store and Google Play.

**Assignments Due** - Grades and assignments, both past and future, are posted in Infinite Campus weekly. Parents and students are asked to maintain access to Infinite Campus through Parent Portal and Student Portal. Both are accessible from the school website at [calhanschool.org](http://calhanschool.org) with credentials provided, on request, by the Technology Director. Infinite Campus is also accessible through the Infinite Campus App available on the App Store or Google Play. Directions for downloading and using the app are posted on the Infinite Campus page of the school website. Also teachers may always be reached by phone or e-mail. Faculty e-mail addresses are available on the school's website. Students are expected to know stay current with assignments and be able to inform their parents as well.

**Athletic Events** - Dates and times of athletic events are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org). Notifications of athletic events will also be published through the district mobile app. The Calhan School District app is available on the App Store and Google Play. Schedules, which are subject to change, are also published in the Ranchland newspaper. Upcoming events are also displayed on the marquee at the entrance to the school and on the CCTV screens in the halls and cafeteria. It must be understood that the fluid nature of athletic scheduling, due to weather or the unavailability of opponents, requires students to keep their parents informed of last minute changes.

**Athletic Practices** – The best way to stay informed about athletic practices is through the various team websites, the Calhan School District App available on the App Store and Google Play, and from the athletes themselves.

**Attendance Data** – Attendance data is posted in Infinite Campus daily. Parents and students are asked to maintain access to Infinite Campus access through Parent Portal and Student Portal. Both are accessible from the school website at [calhanschool.org](http://calhanschool.org) with credentials provided, on request, by the Technology Director. Infinite Campus is also accessible through the Infinite Campus App available on the App Store or Google Play. Directions for downloading and using the app are posted on the Infinite Campus page of the school website. Attendance information is also provided to parents via US Mail in cases of habitual truancy.

**Awards** – Individual and group awards earned by members of the school community are published in the monthly Chalk Talk article available on the school website at [calhanschool.org](http://calhanschool.org).

### **Classroom Information**

**Elementary**- Notification of specific classroom information such as, but not limited to, class parties or special classroom events, will be communicated to families via classroom dojo, email, and/or notes sent home with students by the classroom teacher in grades K-5, and will be posted on the district website at [calhanschool.org](http://calhanschool.org). Parents are asked to accept the dojo invitation from classroom teachers. Students in grades 3-5 will also communicate with families through student planners.

**Secondary** - We believe that it is developmentally appropriate and a reasonable expectation that a secondary student should be able to transmit accurate and timely information to their parents or guardians. We make clear that it is expected for students to keep their parents, guardians or others informed about specific classroom information such as, but not limited to, field trips or special projects.

**Community Interest** – Dates and times of concerts are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org). Notifications of concerts will also be published through the district mobile app. The Calhan School

District app is available on the App Store and Google Play. Schedules, which are always subject to change, are also published in the Ranchland newspaper. Upcoming events are also displayed on the marquee at the entrance to the school and on the CCTV screens in the halls and cafeteria.

**Concerts** - Dates and times of concerts are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org). Notifications of concerts

will also be published through the district mobile app. The Calhan School District app is available on the App Store and Google Play. Schedules, that are subject to change, are also published in the Ranchland newspaper. Upcoming events are also displayed on the marquee at the entrance to the school and on the CCTV screens in the halls and cafeteria.

**Conferences** - Dates of conferences are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org). Notifications of conferences will also be published through the district mobile app. The Calhan School District app is available on the App Store and Google Play.

#### **Emergency Notifications -**

**Active Emergencies** - (**Lockout**- exterior threat, **Lockdown**- interior threat, **Evacuation**-report of bomb – mechanical emergency, **Shelter** – natural disaster) In cases of active emergencies parental and community notification will be made using all available means of communication available as soon as it is safe to do so. The modes of communication will include but may not be limited to the District App, e-mail, reverse call and the web site. These modes will be activated in the order of their availability.

**Credible Threats to the School** – In cases where the threat is received but unresolved during school hours, notification of the situation and whether or not students should report to school will be made via reverse call, the District app, e-mail, and the district web site.

**Threats that are Resolved or Not Credible** - In cases where the threat is determined to be not credible by school and law enforcement officials or has been resolved outside of school hours, the community will be notified of the disposition of the threat via e-mail and US Mail the next school day.

#### **Field Trips**

**Elementary**-Families will be notified about field trips via class dojo, notes sent home, and dates will be listed on the district website at [calhanschool.org](http://calhanschool.org).

**Secondary** - We believe that it is developmentally appropriate and a reasonable expectation that a secondary student should be able to transmit accurate and timely

information to their parents or guardians. For that reason, we make clear that it is expected for students to keep their parents, guardians or others informed about specific classroom information such as, but not limited to, field trips or special projects.

**Meetings** - Dates and times of meetings are posted on the District Calendar accessible from the district website at [calhanschool.org](http://calhanschool.org).

**Scholarship Information** – Scholarship information is available, as we receive it, on the School Counselor’s website accessible from the district website at [calhanschool.org](http://calhanschool.org). It is also available on the school’s Facebook page. Additionally, the counselor may be reached at any time by phone or e-mail. Faculty e-mail addresses are available on the school website at [calhanschool.org](http://calhanschool.org). Scholarship eligible students are expected to stay compliant, informed and inform their parents about deadlines, submission requirements and critical points of contact for scholarship consideration.

**State Testing Data** – State testing dates, schedules, and procedures for opting out are published in the District Calendar, which is available on the school website at [calhanschool.org](http://calhanschool.org). Individual test results are available in, hard copy, from the school when they are received in the fall. Notice of availability will also be posted on the district website.