



Parent Partnership Handbook

A Parent Guide to School Partnership

Parent-Teacher Relations

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Parents who chose Catholic education enter into a partnership for the soulful formation of their child. Partnership implies that teachers recognize parents as the primary educators and that parents view teachers both as professionals and formation agents.

This sacred partnership implies respectful tones, courtesy, and self-control, whether in conference or in writing; extending the benefit of the doubt to the other; exercising charity to respond rather than react to a matter of controversy; holding sacred the reputation of the other; and practicing the discipline of confidentiality. Formation partners recognize that gossip fractures relationships and compromises school success.

This newsletter suggests HOME WAYS that foster a successful home-school relationship.

Student Preparedness

Students must be prepared to participate fully in their education. Student preparedness for school success begins with a good night's sleep! Wake to a calm routine, eat a protein breakfast, take possession of the day's materials (school bag, lunch, signed permission slips, etc.), and arrive to school on time. Organize learning tools; produce completed homework; copy assignments; establish a system for filing paperwork, tests, quizzes, etc.; eat a nourishing lunch; and pack all necessary materials for home. Before going to bed, preview tomorrow and pack whatever items will be required for a successful day.

Report Card Disposition

Consider the report card as a written summary of four areas of performance.

- *Academic Performance* represents quizzes, tests, classwork, homework, projects, and participation in class. Regularly review and sign written work, correct errors, and make adjustments in study habits as needed. Maintain a personal grade book so that you can estimate the general average on any given day. At the first sighting of a "red flag," discuss your concerns with the child and then communicate with the teacher.
- *Effort* represents the degree to which the student comes prepared for class, stays on task, participates in class, cooperates with teacher instructions, obtains

required parent signatures, copies down assignments and completes them neatly and accurately, submits homework on time, and meets deadlines.

- *Conduct* represents the consistency with which the student cooperates with teachers, adults, and peers. Students are viewed as cooperative when they include others; listen; practice patience; demonstrate a positive attitude; show respectfulness, interest, and enthusiasm in class; follow directions; keep on task; and make positive changes in behavior if they are corrected.
- *Attendance* affects learning and socialization. Try to schedule routine medical visits for after school hours and free days or, if that is impossible, return your child to school as soon as possible. Hold your child responsible for obtaining and making up whatever work was missed. Honor the published school calendar when planning vacation. If that is not possible, make arrangements to obtain and keep up with the daily school work.

Parent-Teacher Conference

Precede a conference with prayer and thoughtful planning. Plan a clear, concise agenda. Communicate the agenda in writing before the meeting so that the teacher will be prepared to respond. Speak only for yourself; resist the temptation to represent others. At the conference, begin and end with encouragement—words that express appreciation for a particular, observable characteristic of the teacher. Assure the teacher of your continued support and confidentiality.

Holiday Gifting

Teach your child to show appreciation for the teacher on the occasions of Christmas, Teacher's Appreciation Day, teacher birthday or feastday, and at the end of the year. A homemade card or letter of gratitude is wonderful. If you do choose to give a material gift, be sure to have your child create a personal communication. ▲



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