

## PARENT COMMUNICATION GUIDELINES

The following guidelines comprise APE's plan for parent communications.

1. Tuesday Folders—Teachers will continue to send home Tuesday folders each week.
2. Agendas or daily calendars will be used in each grade level.
3. Newsletters will continue to be an option for grade level communications.
4. Websites will be utilized. Teachers will update biographical information. Projects and tests should be listed, and resources should be included when applicable.
5. Phone calls will be returned within 24 hours.