

JANE EDWARDS ELEMENTARY

Procedures for Responding to Parent Suggestions:

Parents are encouraged and invited to provide suggestions on all areas of school life at Jane Edwards Elementary. You can send suggestions to our principal at janeedwardselem@charleston.k12.sc.us or write a note to your child's HR teacher. The HR teacher will then submit the suggestion to the main office for administration.

Once your suggestion is received it will be handled in one of several ways:

1. If the suggestion relates to your specific student, an administrator will contact you to discuss the recommendation and possible follow up within 24 hours. Any decisions or next steps determined between the administrator and the family will then be followed up on, as agreed in that conversation.
2. If the suggestion relates to school-wide procedures or activities, the suggestion will be discussed and shared at the next planned meeting of both the school's MTSS Leadership team and Title I/SIC parent team members. Following those meetings, the principal will contact the parent regarding the status of the suggestion and possible next steps.