



*Dear ASM Parent,*

*We believe that the success of our children and that of our school is contingent upon all of us working together. To form a positive partnership, we must have clearly defined responsibilities, a shared commitment to collaboration, open lines of communication and mutual respect.*

*ASM is committed to providing a quality, modern education for every child, supported by our values and led by our mission. We are committed to providing opportunities for all children to secure the academic, social and emotional skills to prepare them for their future. ASM is committed to providing a safe and supportive learning environment. We are committed to clear and regular communication to all members of the community. We believe in a “student centered education distinguished by courageous leadership” as presented in our strategic plan.*

*By selecting ASM, you see a good match for the educational needs of your child(ren). You believe and trust that ASM is the right school to support the social and emotional growth of our children. As a result you share in our mission and vision, support our values, follow our rules and abide by school decisions.*

*Trust, mutual respect and transparency are all essential for the success of any organization and ASM believes strongly in these ideals. The enrollment contract, policy manual, student code of conduct and parent student handbooks clearly spell out our expectations for all members of the ASM community. Consequently, we invite you to thoroughly read and understand these four documents.*

*To further ensure the success of our relationship, you are expected to read and sign the parental commitment on the reverse side of this letter. This underlines your commitment to the American School of Milan, to our mission and to our community.*

*On behalf of ASM,*

A handwritten signature in cursive script that reads 'Maureen O. Madden'. The signature is written in black ink and is positioned above the printed name and title.

Maureen O. Madden  
Director



Revised: January 2017

## PARENT COMMITMENT

As parents enrolling our child(ren) at ASM, we understand that we are a part of the ASM Association and are expected to abide by and understand the expectations of membership as outlined in the [ASM Bylaws](#). This includes, but is not limited to, reading all communications from the school which will be sent in English, attending scheduled General Assembly events, voting as appropriate, and taking on all reasonable and expected responsibilities as a member of the ASM Parent Association. **Our signature below indicates that we have read and understand this role.**

### **In addition, we:**

1. Embrace and support the school's Mission, Vision, Values and [Strategic Plan](#).
2. Respect and abide by the school's policies, expectations and procedures as outlined in the policy manuals and [Parent/Student Handbook](#):
  - a. ensure that our child is dedicated to regular school attendance. Family vacations or extended absences will be coordinated around the school calendar.
  - b. support the school dress code, discipline interventions, academic support recommendations and student code of conduct.
3. Support the judgement and professionalism of the teachers and administrators by following their recommendations:
  - a. underscore with our child the importance of study, class participation, homework and dedication to learning principles.
  - b. conduct all communications with the school in a manner that is respectful and appropriate.
4. Stay informed about our child(ren)'s progress by:
  - a. regular communication with teachers as appropriate and necessary.
  - b. reading school publications, emails, newsletters, web and other communications.
5. Join in a community effort to encourage all children to become life-long learners and to promote their intellectual growth.
6. Provide a home environment that supports the development of positive learning attitudes and habits.
7. Promote a climate of trust and respect by communicating concerns openly and constructively to the teacher or administrator.
8. Understand that any actions by parents to undermine the efforts of the school or to lobby other parents against the school, or any member of the school community, is unacceptable.
9. Support the faculty and administration and PTO whenever possible through participation in volunteer activities and in school events.
10. Encourage and support the fundraising initiatives of the school which are designed to enhance ASM programs.

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Father's signature

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Mother's signature

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Family name (PLEASE PRINT)

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Date