At Colegio Nueva Granada we believe that clear communication facilitates understanding and a strong sense of belonging within our community. In an effort to clarify the appropriate channels of communications used at CNG, we have developed a simple flowchart to guide you through the process. This flowchart will allow you to determine the appropriate person or office to contact in order to resolve your issue. We hope you find this helpful and useful in resolving school-related issues.
**Parent Involvement**

Parents are an essential part of the CNG community. Parents are responsible for supporting the school’s mission, values and philosophy and to meet their financial responsibilities. It is their responsibility to cooperate with the School in the education of their children by supporting them in their learning processes and ensuring that they follow the Code of Conduct at all times and in all places and abide by the academic and disciplinary rules, regulations and procedures established by the school.

**Board of Directors**
The parents in general assembly elect a seven-member board of directors for a two-year term. Three members are elected each year, and four on the following year. The Board meets at least twice a month.

**Parent Council**
The Parent Council is an active organization whose members are elected by the parent community at the beginning of the year during Open Houses. The Council is required by Colombian law and is designed to provide support to the administration on school development and School improvement related initiatives.

**ASOCIACIÓN DE PADRES - PTA**
The Parent-Teacher Association is an active organization whose members join voluntarily to carry out various projects for the improvement of the School.

**Open House**
At the beginning of each academic year, each school has an open house where the principal informs about the overall education process and introduces the staff, and parents are invited to visit each classroom to meet the teachers and learn about their specific approach to each class.

**Parent-Teacher Conferences**
Parent-teacher conferences are conducted twice a year. Parents are requested to pick up report cards and meet with teachers to review their child’s report card after the first and third marking periods. In the high school, students are also present during the conferences.

**Coffee with the Principal**
Periodically, parents are invited to meet with the principals of the primary and elementary schools.

**School Improvement Task Forces**
As part of the school’s Continuous Improvement Process, CNG invites interested parents to participate on Task Forces assigned to work on specified annual goals for K-12 improvement. These Task Forces are comprised of parents, teachers, students, and administrators who work together to help CNG achieve school-wide goals. The specific role and function of the Task Forces are as follows: 1) develop action plans aligned to major school-wide goals, 2) provide oversight on the implementation process, and 3) determine measurable outcomes for demonstrating goal completion. The results of the Task Force efforts serve to fulfill the accreditation requirements of the Southern Association of Colleges and Schools as well as for the Colombian Ministry of Education.

**Volunteer Opportunities**

**COLEGIO FUNDACIÓN NUEVA GRANADA (HOGAR)**
A group of volunteer parents and teachers coordinated by Perla Douer spend many hours working for the continued success of the Hogar. The Hogar, located in the southern corner of the School’s campus, serves lower-income neighborhood communities. It includes preschool, primary and elementary grades as well as Donada Alternativa, a special program to help students attending public schools and those children not in the school system. It also offers medical, dental and psychological services for the children and their parents, as well as vocational courses for adults.

**Bookstore**
CNG parent volunteers operate a bookstore by the Flag Patio. Items such as uniforms, book covers, notebooks, school flags, school stickers, and mugs as well as sandwiches and snacks may be purchased. Funds raised through the sale of its products are donated to the School.