

METCO, Inc.



Parent Handbook

**Visit us at our website: www.metcoinc.org for
additional information on the METCO program**

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BOARD OF DIRECTORS

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VICE PRESIDENT

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Christine Murray

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Ronia Stewart

Darlene Thompson

Charles E. Walker Jr., Esq.

Douglas D. Wohn

***A Message from Dr. Kahris McLaughlin
President of the METCO, Inc. Board***

As we approach the beginning of this school year, it is time for reflection and celebration. The right to a free public education is our most precious civil liberty. The METCO community stands together in its commitment to ensure that the opportunity to participate in integrated, quality education will continue to be part of the educational landscape in Massachusetts.

It is our duty to ensure that the opportunities of past generations are not lost to children not yet born. Our children are wonderful treasures and we must make sure that they understand the value of education and that it is a right that must be protected. We must continue to encourage them to take advantage of every opportunity presented. As citizens, we must also participate in the election process so that our voices can be heard.

In the words of Nelson Mandela, of South Africa, in his 1994 Inaugural Speech:

Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure.

The METCO Inc. board wishes the METCO families, METCO directors and coordinators and school districts a safe and prosperous school year. May you each achieve your highest goals!





Dr. Jean M. McGuire

Executive Director – 1973 to Present

First Director — Joseph E. Killory (1966—1967)

Second Director — Ruth Batson (1967—1969)

Third Director — Robert C. Hayden (1970—1973)

***Message from Executive Director
Jean M. McGuire***

METCO depends upon all of us working together. Develop your leadership as parents, share responsibility and information, and work for real change by helping METCO and its participating communities reach the goals planned in 1966. Any activity that does not allow your participation in its governance should be viewed as unworthy of your time. METCO must have ***your participation*** in order to help ***your children*** learn and achieve. What is important and successful for you, will be important to them. They are why you are involved. **PASS IT ON!**

- ◆ Plan your child's basic curriculum from kindergarten through 12th grade with your child's teacher, guidance counselor and METCO coordinator/director. **Know your child's achievement level in all areas at all times. Obtain a copy of your child's permanent cumulative record every year.**
- ◆ Support your METCO parent group, school Parent Teachers Organization (PTO), Parent Teachers Association (PTA) and contribute to the scholarship fund drives. Attend at least one school committee meeting for your suburban school district.
- ◆ Take your child (ren) to your Boston Public Library branch every month and have them take advantage of your suburban school library.
- ◆ Acquaint yourself and become involved in our Parent Education Component (Student Services Department).
- ◆ Be sure to complete your annual Continuation Process at METCO Inc. between February and March.
- ◆ Read your METCO newsletter, METCO correspondence and the Legislative Alert.
- ◆ Meet once a year with two state representatives and two state senators before March. Talk about METCO.
- ◆ This is a **public school program** funded by **your state taxes**. Insist that your taxes work for your children's education.
- ◆ Teach your children to swim. Their life may one day depend on that.
- ◆ **All parents and students over 18 who are citizens should be registered voters who vote in elections. Even if you are not a citizen and cannot vote yet, you should support the elected officials who help METCO and public education.**
- ◆ **Subscribe** to the important publications for yourself and your children listed on page 21.

METCO PARENT LEGISLATIVE COMMITTEE

WHO WE ARE?

New and seasoned METCO parents, striving to increase parent participation in the funding process.

WHY DO WE EXIST?

Our elected state legislators and the Governor decide the budget for the METCO program every year. For the past 20 years, they have level-funded or cut the funding for our children's education and transportation three times more often than increases have been approved. **WE, THE PARENTS HAVE THE POWER TO ADVOCATE FOR EQUITABLE FUNDING.**

GOALS:

To be active year round in the funding process.

To work in conjunction with the METCO Inc. and METCO Director's Association to organize and inform METCO parents and supporters.

To build partnership with other organizations.

To continue our dialogue about the METCO Program with elected officials and candidates running for elected offices.

MPLC membership is open to all parents. We need ideas, so please join us in these endeavors as we continue to make METCO a meaningful and rewarding experience for all.

Please join us on the 2nd Wednesday of each month at 6:30 P.M. at METCO, Inc., 40 Dimock Street, Roxbury, MA.

YOUR CHILDREN NEED YOU TO GET INVOLVED!



Keep the torch burning!

METCO, Inc. STAFF

ADMINISTRATION

Jean M. McGuire Executive Director
John M. Shandorf Associate Director
Hyacinth McLaren Business Manager
Erica Davenport Administrative Services Coordinator
Carol Givan AM Receptionist
Jimmy Pettway PM Receptionist
Leopold Anderson Evening Manager/Parent Services
Bertram Alleyne Alumni Researcher
James Sultan IT Technical Support

STUDENT SERVICES

Qasim Abdul-Tawwab Student Services Manager
Carolyn Walrond Registered Social Worker
Veronica Spriggs Registered Social Worker
Donna Silverman Guidance Counselor

INTAKE AND REFERRAL

Antoinette Carvalho Intake and Referral Coordinator
Donna Scott Intake and Referral Coordinator
Faye Mitchell Data Entry

TRANSPORTATION

Lance Carter Transportation Manager

METCO SERVICES

ADMINISTRATION

The Executive Director is charged by the Board of Directors with the overall responsibility of the operation of METCO Inc. and all the programmatic operations in the various school districts.

The Associate Director is the Chief Operating Officer, responsible for the central administration of all departments, staff functions.

The Business Manager handles the fiscal affairs of the agency, serves as a contact with the financial institutions, businesses and suppliers and executes other tasks related to fiscal control and informational needs of the corporation. Other duties include budgeting, fiscal management, personnel policies and is also the Affirmative Action Officer of the corporation.

The Administrative Services Coordinator provides direct support to the Executive Director and the Associate Director in special projects and maintenance of archives. He/She also oversees the day to day operations of the Receptionist.

INTAKE AND REFERRAL

Applications

METCO Inc.'s Intake department is available to take applications for prospective students. The names are then placed on a waiting list by date of application. Currently, it may take from four to five years for a new applicant to start the referral process.

Continuation Process

Every student enrolled in the METCO program must complete a continuation form each year during the designated time period (*February – March*). Parents who fail to complete the Continuation Process may place their child's participation in the program in jeopardy. We need to know if your child will return in September and you will be asked to provide proof of Boston residency. This is a mandate from the Department of Elementary and Secondary Education.

INTAKE AND REFERRAL (continued)

METCO Inc. has responsibility for facilitating referral of all students to a participating METCO school system.

Annual Placements

Students placed in the program have met the waiting list eligibility period and have completed the administrative paperwork requested by METCO Inc and the districts. The Referral department is responsible for parent information sessions **and will confirm the assignments of students as approvals are communicated to METCO Inc. by the towns.**

The placement process starts during the Fall of the preceding academic year. When openings occur during the year, students will be referred to those towns making requests.

Transfers

Although extremely rare and requiring multi-district coordination, the Student Services Department, is responsible for coordinating transfers within and outside of the program. If space is available, transfers will usually be considered in the event of a sibling attending a different town in an effort to keep siblings together.

TRANSPORTATION DEPARTMENT

METCO Inc. manages transportation for the following 15 towns: **Arlington, Belmont, Braintree, Cohasset, Dover/Sherborn, Foxboro, Hingham, Lexington, Lincoln, Natick, Reading, Scituate, Sudbury, Wakefield and Walpole.**

Policies

1. **Routes and Stops:** Once the route is established and assigned to the bus contractor, **NO ALTERATION** of that route will be implemented unless authorized by the Transportation Department.
2. **Parental Responsibilities:** METCO Inc. does not run an after school program. Parents are responsible for accompanying your child to and from the bus stop.
3. If there is a change of address during the school year, your child can transfer to an **EXISTING STOP** on the route. **It is your responsibility to get your child to another existing stop on the route or to get your child to school.**
4. A bus driver or monitor cannot change a route without proper authorization. **FAILURE TO ADHERE TO THIS RULE IS SUBJECT TO SUSPENSION OR DISMISSAL.**

TRANSPORTATION DEPARTMENT (continued)

Disciplinary Codes

1. Students or parents must not interfere with the bus drivers or the bus monitors. Any infraction of this code may result in suspension of bus privileges or legal remedy including but not limited to a restraining order, to cease and desist and/or a review for dismissal from the program.
2. **WEAPONS of ANY kind** (knives, fire crackers, guns or any instrument which might frighten or cause bodily harm to another student) **ARE ABSOLUTELY FORBIDDEN!** Bus privileges will be suspended immediately, and if warranted, students may be dismissed from the program.
3. Any form of **SEXUAL MISCONDUCT** on the bus is cause for suspension from the bus and the program. Parents, please inform your children that unwarranted touching is sexual misconduct. Any language which may be suggestive is sexual misconduct. Any object which is used to convey a sexual message is sexual misconduct. Sexual misconduct can be considered a criminal offense.
4. Your child **SHOULD NOT ENGAGE** in any of the following activities while riding the bus: **standing or walking when the bus is in motion, smoking or using or being in possession of drugs – either alcohol or hallucinogenic.** Laser lights are **not allowed** on the bus or in school.
5. Your child may be **SUSPENDED IMMEDIATELY** for the following infractions: **sexual misconduct, fighting, using a drug or being under the influence of drugs, stealing, endangering the lives of others and harassment in any form.**

METCO Inc. may implement a sanction in accordance with that of the school district, usually a warning or one to five days suspension from the bus. Such sanctions imposed by METCO Inc. would be equivalent to that of the district in accordance with their school policy.

Any student who is accused of an infraction will be allowed due process. METCO Inc., however, reserves the right to take immediate action but will provide an opportunity for the parents and the METCO staff in the towns to discuss the course of action.

TRANSPORTATION DEPARTMENT (continued)

Driving to School

METCO Inc. strongly advises against METCO students driving to school. If students do drive to school, they must adhere to the school-based rules regarding the use of automobiles. METCO Inc. assumes no responsibility for any student or personal vehicles used to transport students to school.

Inclement Weather

Should there be inclement weather; the following procedures will be followed:

1. The superintendents will contact the appropriate personnel. They in turn, will activate inclement weather calls.
2. On snow days, keep tuned in to **WEEL, WHDH or WBZ (AM)** radio and/or watch your local TV stations for school cancellations.
3. When schools have not announced closings and the buses are operating, announcement of emergency routes will be made on the radio stations listed above.
4. Parents are strongly encouraged to establish parent snow chains.

STUDENT SERVICES DEPARTMENT

Counseling Services

METCO Inc. has three full-time counselors to conduct individual and small group counseling sessions with students who may have academic, social and personal problems. Our academic counseling, ISEE, SAT, ACT and other test preparation workshops and financial aid application assistance.

Psychological Services

Our in-house counselors may make referrals to psychologists and clinicians to assist with problems for which they have assessed and determined that special expertise is needed. Parents may also initiate a request for such services.

Summer School Program

A four week summer school program is provided for METCO students in grades K-5. This program covers a full curriculum. We assist in placing other METCO students in the Boston Public School's Summer Review High School programs and other approved summer academic programs.

Tutorial Program

METCO Inc. provides a comprehensive tutoring program for students in grades 1-12. Tutoring is held at the METCO Inc. offices, Mon. – Thurs. from 3:00 – 7:00 P.M. Tutors are available for most subjects for METCO students in need of assistance on an individual basis or in a group setting.

The services provided through the school systems and METCO Inc. allows a student to graduate from high school. Please do not hesitate to use these programs whenever necessary.

SAMPLE LETTER

From: _____

To: Principal or Headmaster

Dear School Administrator:

This letter is to inform you that I wish to exercise my rights under section 9528 of the “No Child Left Behind” Act, and hereby request that no information about my child/me be disclosed to any military recruiter without my prior written consent.

The right to privacy concerning school records is also recognized by the Family Educational Rights & Privacy Act of 1974 (FERPA), which allows me to withhold consent to the disclosure of directory information about my child/me to military recruiters.

Accordingly, I request that you do not disclose my child’s/my name, address or telephone number to military recruiters without my prior written permission.

Student’s Name: _____

**Parent/Guardian or
Students Signature:** _____

Date: _____

VOLUNTARY WITHDRAWAL

On occasion, a parent might withdraw his or her child (ren) from the METCO program. If you decide that your child (ren) will be leaving during the school year and will not be returning the following September, please inform us using the following procedure.

PROCEDURE FOR LEAVING THE METCO PROGRAM

1. Notify your school, METCO Inc.'s Data Center and Student Services in writing stating the reason for leaving. This letter should be signed by the parent or legal guardian. Please do this as soon as possible because we may be able to refer another student to this opening immediately.

Sample Letter:

I am withdrawing my son/daughter _____
attending the _____ school in _____
because _____

He/she will be leaving on _____.
(date)

I would like to have his/her name placed on the waiting list for two years:
YES _____ NO _____

CHANGE OF ADDRESS and/or TELEPHONE NUMBER

All students and/or parent/guardian changes should be given to the METCO Data Center **IMMEDIATELY**. They can be reached at 617-427-1545 Ext. 27. It is mandatory that all students' records be kept up to date in the event a situation arises where emergency contact is needed. Remember, our records are only as accurate as the information given to us. Your school system must also be notified.

TERMINATION PROCEDURES

By educating students in districts other than their residing communities, METCO students, parents, educators and administrators must exercise exceptional cooperation among all parties.

In 1993, the Commonwealth of Massachusetts, in its EDUCATION REFORM LAW, outlined guidelines for a student to be expelled from school. The expellable infractions are: a) possession of a weapon or a controlled substance on school premises or at school-related activities and b) assault of a school administrator or educational staff (teacher, teacher's aide, etc.). The Education Reform Law also requires districts to have in writing, policies pertaining to the conduct of students and that those policies will include the following:

- ◆ Disciplinary procedures, including procedures assuring due process.
- ◆ Standards and procedures for suspension and expulsion of students.
- ◆ Procedures pertaining to discipline of students with special needs.
- ◆ Standards and procedures to assure school building security and safety of students and school personnel.
- ◆ The disciplinary measure to be taken in cases involving the possession or use of illegal substances or weapons.
- ◆ The law also requires districts to provide these policies to any individual upon request. In each school district with grades 9-12, the principal must distribute annually a student handbook setting forth the rules pertaining to the conduct of students.
- ◆ Expulsion from a school district or termination from the METCO program must comply with due process rights of both students and their parents/guardians.
- ◆ Alert your METCO director/coordinator/guidance counselor or METCO, Inc. Student Services Department of any problem **as soon as it exhibits itself** in case you may wish their assistance.

REQUIREMENTS FOR PARENTS

In order for METCO to operate effectively, we must have your cooperation. Therefore, parents are expected to abide by the following minimum conditions:

- ◆ Complete a continuation form during the specified period each year. The Continuation Process will begin in February and continue through March. Instructions will be mailed to you.
- ◆ Attend the METCO, Inc. **Annual New Parent Orientation Meeting** during the month of August.
- ◆ Impress upon your child the necessity to obey the bus regulations for the safety all.
- ◆ Attend a minimum of four community parent meetings (per school year) in Boston. **Parents are responsible for conducting their own meetings.** METCO staff and coordinators/directors can be available to assist if requested. *Note: Districts occasionally take a position that families who **do not participate** in the METCO parent meetings may lose the right to have siblings placed in the program.*
- ◆ Pay parent dues to support extracurricular activities.
- ◆ Attend parent/teacher/student conferences with the guidance, counseling or tutorial staff regarding a student's academic and behavioral progress.
- ◆ Make personal visits to your child's school at least four times each year, twice during the first semester (**September – December**) and twice during the second semester (**January – May**).
- ◆ Visit the school when your child is promoted or when there is a schedule change. ***“Don't let a stranger teach your child. Visit your child's school even when you don't have to!”***
- ◆ Make certain that you or a responsible person is accessible by telephone in case of an emergency. METCO Inc. is neither licensed nor staffed as a **child care center.** Students brought to the office must be picked up immediately!

OTHER CONDITIONS FOR METCO FAMILIES

1. If your child has a suburban host family, suburbanites who are “Friends of METCO” or other suburban based support groups, communication should be established and maintained with them. Your director will provide you with the necessary information.
2. Parents and families should become involved in other activities of METCO, i.e. - school committee meetings, committee work, recreational events and field trips. Use the Lincoln and Weston Public School model of having a non-voting METCO parent on the School Committee and work to establish this in your school system.
3. Parents should volunteer at least 12 hours per year for special projects and other activities at METCO Inc. or at your child’s school.
4. It is absolutely essential that parents **obtain a record of their children’s permanent school record every June or September. Make certain all the information is correct and have the school change any discrepancies.**

All the above conditions should be followed for successful participation in the METCO program. It is further understood that these minimum conditions are binding by virtue of acceptance of a placement in the METCO program.

EXPECTATIONS FOR STUDENTS

Academic Performance

It is strongly recommended that METCO students maintain at least a “B” average. If a METCO student does not at least maintain a “C” average he/she should attend tutoring sessions provided by the school district, METCO Inc. or other appropriate sources. Parents can sign up their children for tutoring through METCO Student Services. A’s and B’s are scholarships and C’s and D’s are loans in college.

Attendance

METCO students are expected to attend school everyday. When students are absent from school, they must adhere to the school-based rules regarding absenteeism.

SCHOOL TERMINOLOGY YOU SHOULD KNOW

- ◆ **Academic or College Course** – A program of courses that will prepare you for admission to a post-secondary educational school.
- ◆ **Business Course** – A program of study that places its emphasis on preparing a student for employment in the business field. However, Business Colleges require a college course in High School.
- ◆ **Curriculum** – The courses offered by an educational institution.
- ◆ **Elective** – An *optional* rather than required course. Although it is optional, in order to meet graduation requirements, you must take some electives. However, you will have the option to choose which ones.
- ◆ **Graduation Requirement** – The proper number of units or credits needed to receive a diploma from your school.
- ◆ **Points or Credits** – The numerical value of a grade.
- ◆ **Prerequisite** – A course or experience that is required before a student is allowed to pursue a more advance course.
- ◆ **Units** – A fixed amount of scholastic study used as a basis for calculating academic credits,
- ◆ **Vocational – Technical Course** – An eighth grade exploratory visit is recommended for Minuteman Regional Voc Tech students and Lexington High School or at Humphrey-Madison Voc Tech High School in the Boston Public Schools.



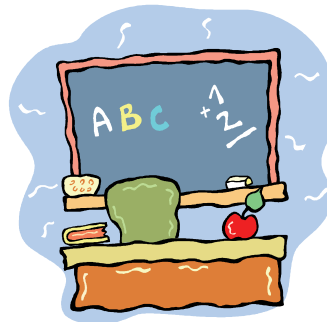
CURRICULUM GUIDE

As a parent, you should be involved in the decisions that affect your child's education. At some point that means involvement in course selection. The following guide has been prepared to assist you and your child (ren). There are many other resources available to you, ask your METCO director and/or METCO Inc. Student Services staff.

- ◆ *Your child's Teacher* – Get to know him/her.
- ◆ *Your child's Guidance Counselor* – let him/her know that you are interested in the direction of your child's program of studies.
- ◆ *If your child is a Sixth, Eighth or Ninth grader* – he/she should sign up for the Independent School Entrance Exams (ISEE). **This is a good opportunity (regardless of whether or not a student plans to attend an exam school) to determine where a child stands academically nationwide.**
- ◆ *The Internet* had thousands of resources, although it initially requires time to learn how to access them. You should **ALWAYS** supervise your child's use of the Internet and know the source of information.

Physical Education is absolutely essential for all children grades K-12. Personal lifetime fitness skills are essential to good health.

It is now required that beginning in the school year 2003, students from the public schools of the Commonwealth of Massachusetts must pass MCAS in order to graduate from high school. You have a right to get assistance to pass MCAS at your high school.



MIDDLE SCHOOL and HIGH SCHOOL COURSE RECOMMENDATIONS College-Bound Students Must Complete College Preparatory Courses in All Subject Areas

GRADES 6 – 8	
ENGLISH	Three years of English grammar and composition, reading or English literature must be included. (See the individual school’s handbook for course offering.)
MATHEMATICS	If a student is ready for Pre-Algebra in grades 6, 7 or 8, the following year he or she should begin Algebra 1.
FOREIGN LANGUAGES	If possible, each year the student should take a foreign language, i.e., French, Spanish, Latin, Chinese or Arabic.
GRADES 9 – 12	
ENGLISH	Massachusetts State Law requires every student to complete four years of English in order to graduate from high school.
MATHEMATICS	Students should complete no less than three years of the following College Preparatory Mathematics sequence: Algebra I, Algebra II, and Trigonometry, Geometry, Pre-Calculus or Calculus. NOTE: Business Math & Accounting courses are not college preparatory courses.
OTHER LANGUAGES	Four years of foreign language (French, Spanish etc.). Foreign Languages taken prior to grade 9 are not counted toward college. For example, a student may take one year of a foreign language in junior high school and be ready for year two at the high school level. However, in order to complete the requirements for two years of foreign language, the student must take year two as well as year three.
SCIENCE	Students should complete three years of laboratory science for the following sequences of courses: College Preparatory Grade 9 Science (course may vary). Oceanography, Chemistry, Biology, Physics, Anatomy or other Science elective.
SOCIAL SCIENCE/ HISTORY	Students must complete two years of Social Science/ History. One year must be United States History which is required for graduation by the State of Massachusetts.
PHYSICAL EDUCATION	Every student is required by the State of Massachusetts to complete one year of physical education, unless medically excused. However four years are highly recommended.
NOTE: Any student interested in attending college for mathematics, science or business-related majors should attempt to complete the most challenging courses available. Elective courses should be chosen with consideration of future endeavors. Courses in music, theatre and art are desirable, along with being involved in school and other activities. Shop, Budgeting, Cooking and Financial skills are also helpful lifetime skills if available. Computer literacy is required for all students.	

METCO COORDINATORS/DIRECTORS

ARLINGTON	...	Stephen Pereira	...	781-316-3566
BEDFORD	...	Donnette McManus	...	781-275-1700 ext. 3246
BELMONT	...	Diane Wiltshire	...	617-993-5850
BRAINTREE	...	Jacqueline Dix-Smith	...	781-848-4000 ext. 2232
BROOKLINE	...	Sujan Talukdar	...	617-730-2470
COHASSET	...	Aleisa Gittens-Carle	...	781-383-1563
CONCORD/ CARLISLE	...	Aaron Joncas	...	978-341-2917
DOVER/ SHERBORN	...	Claire Toohey	...	508-785-0635 ext. 7131
FOXBORO	...	Adrian Munoz- Bennett	...	508-543-1616
HINGHAM	...	Camilla Roundtree	...	781-741-1550 ext. 1540
LEXINGTON	...	Barbara Nobles	...	781-861-2320 ext.1450
LINCOLN	...	Christina Horner	...	781-259-9635
LINCOLN/ SUDBURY	...	Fhynita Brinson	...	978-443-9961 ext. 2254
LYNNFIELD	...	Lelo Masamba	...	781-334-5835 ext. 1103
MARBLEHEAD	...	Francois Fils-Aime	...	781-639-3120 ext. 3138

METCO COORDINATORS/DIRECTORS (continued)

MELROSE	...	Doreen Ward	...	781-979-2137
NATICK	...	Alexandra Pearson	...	508-647-6631
NEEDHAM	...	Joanne Allen-Willoughby	...	781-455-0800 ext. 2554
NEWTON	...	Lisa Reed	...	617-559-6132
READING	...	Jesenia Castro	...	781-670-2853
SCITUATE	...	Heidi Harris-Lemmel	...	781-545-8755
SHARON	...	Afrika Mills	...	781-784-1554 ext. 8046
SUDBURY	...	Fhynita Brinson	...	978-443-1085 ext. 1104
SWAMPSCOTT	...	Tara Sisco	...	781-596-8800 ext. 312
WAKEFIELD	...	TBA	...	781-224-5074
WALPOLE	...	Adrian Munoz-Bennett	...	508-660-7257
WAYLAND	...	Mabel Reid-Wallace	...	508-358-7708
WELLESLEY	...	Kalise Jacobs	...	781-446-6250 ext. 4524
WESTON	...	David Fuller	...	781-529-8036
WESTWOOD	...	Sheryl Goodloe	...	781-326-7500 ext. 3368

NOTE: Each district employs a Coordinator/Director to relate to its students. METCO, Inc. does not employ this staff.

SUGGESTED MAGAZINE SUBSCRIPTION LIST
FOR PARENTS

FOR PARENTS

- ◆ **American Visions** Read about the missing American History.
P. O. Box 37409, Washington, DC 20078-4741
- ◆ **Massachusetts Wildlife** www.masswildlife.org 508.389.6300/800.289.4778
- ◆ **Asian American Resource Workshop** Books for parents and students.
160 Kneeland St. Boston, MA 02111
- ◆ **Color Lines** PMB 319 4096 Piedmont Avenue Oakland, CA 94611-9924
www.colorlines.com
- ◆ **Black Issues “Book Review”** 10520 Warwick Ave, Suite B-8
Fairfax, VA 22030-9918
- ◆ **Hispanic** The Magazine for and about Hispanics. Subscription call
1.800.338.2590
- ◆ **Science News.** P.O. Box 70154, Washington, DC 20088-0154
Telephone: (301) 656-3777
- ◆ **American Legacy.** A celebration of African-American History and culture.
American Legacy, P.O. Box 5440, Harlan, IA 51593-2940
- ◆ **The CRISIS, NAACP magazine** - 4805 Mt. Hope Drive, Baltimore, MD
21215: Join the NAACP on-line at: www.naacp.org or call
Toll Free 1.866.63NAACP

FOR STUDENTS

- ◆ **Kids Discover.** Reinforce your child’s interest in science, history and
geography. P.O. Box 54206, Boulder, CO 80323-4206
- ◆ **Teen Voices** P.O. Box 120027 Boston, MA 02112-9904 (www.teenvoices.com)
- ◆ **Your Big Backyard.** The magazine for children ages 3-5.
- ◆ **Ranger Rick’s Nature Club.** The magazine for girls and boys, ages 6-12
- ◆ **National Wildlife Federation,** Animal Baby 1-3yrs. P.O. Box 2049,
Harlan, IA 51593-2269 Telephone 1-800-611-1599
- ◆ **National Geographic Kids** P.O. Box 64062, Tampa, FL 33664-4062
Telephone 1-800-647-5463
- ◆ **Zoo Books** (for the child who loves animals) P.O. Box 85384,
San Diego, CA 92186-9617 Telephone 1-800-992-5032
- ◆ **Cobblestone Publishing: Calliope, Cobblestone, Faces, Oddysey,
Appleseed, Footsteps,** P.O. Box 9306, La Salle, IL 61301-9897
Telephone 1-800-821-0115 (www.cobblestonepub.com)
- ◆ **CRICKET MAGAZINE GROUP: Cricket, Spider, Ladybug, Baby Bug,
Muse, Click, Cicada, Ask, Dig;** P.O. Box 9304 La Salle, IL 61301-9897
Telephone 1.800.821.0115 (www.cricketmag.com)
- ◆ **ZILLIONS** (Consumer Reports for Children) **Online only.** For television: In
addition to PBS, if you have the “Dish” or “Directv”, the multicultural international
channels are WLTV (World Link TV) and FSTV (Free Speech TV).

HOME INFORMATION FILE

School _____ Community _____
Coordinator/Director _____ Telephone _____
Principal _____ Telephone _____
Teacher _____ Telephone _____
METCO Parent Group Officers _____
METCO Host Parents _____ Telephone _____
Community Chair _____ Telephone _____
Bus Stop _____ Time _____
Bus Company _____ Monitor _____
Last Stop _____ Time _____
1st Teachers' Conference _____
1st Parent Meeting at School _____
Report Cards Sent Home _____
Date of Standardized Tests _____

METCO, Incorporated
Dr. Jean McGuire, Executive Director
John M. Shandorf, Associate Director
40 Dimock Street, Roxbury, MA 02119
Telephone: 617-427-1545 Fax: 617-541-0550
Web: www.metcoinc.org

Massachusetts Department of Elementary and Secondary Education
75 Pleasant Street, Malden, MA 02148-4906
Telephone: 781-338-3300 Fax: 781-338-3396
Web: www.doe.mass.edu

Mitchell D. Chester, Ed.D, *Commissioner* — 781-338-3000
Jeff Wulfson, *Associate Commissioner for School Finance and
METCO Program Liason* — 781-338-6500
Janice McManus, *Education Specialist Title I* — 781-338-6267

WHERE ARE THE METCO GRADUATES?

We are looking for our METCO graduates so we can maintain a METCO Alumni Directory. If you have any information, please contact METCO Alumni Researcher, Bertram Alleyne at 617-427-1545 ext. 23

Metropolitan Council for Educational Opportunity
METCO, Inc.
40 Dimock Street
Roxbury, MA 02119-1210

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