

# SCHOOL LIAISON SERVICES



## Vision and Goals

The vision of the School Liaison Program is to coordinate and assist military families with educational opportunities and information necessary to succeed in an academic environment.

The goals of the program are:

- Advocate for military children
- Educate parents on the local school system policies, procedures, programs and schedules
- Identify barriers to academic success and develop solutions
- Promote parental involvement in their children's education to ensure academic success
- Develop and coordinate partnerships in education
- Coordinate education transition related resources and points of contact within school and community
- Provide resource materials on primary, secondary and post-secondary education

## School Liaison Officer

The School Liaison Officer (SLO) is the central point of contact for school-related matters between commanders, military families and local school systems.

The SLO offers a wide spectrum of services to include:

- School transition services
- Support for inbound/outbound transfers
- Local school resources
- Special needs district and community contacts
- Military and community resources
- Base leadership, school and community coordination
- Partnerships in education
- Post-secondary preparation



## Resources for Parents

- Mountain Home School District**  
<http://www.mtnhomesd.org>
- Mountain Home AFB Primary School (K-4)** Ph: 208-832-4651
- East Elementary School (K-4)**  
Ph: 208-587-2575
- North Elementary School (K-4)**  
Ph: 208-587-2585
- West Elementary School (K-4)**  
Ph: 208-587-2595
- Hacker Middle School (5-6)**  
Ph: 208-587-2500
- Mountain Home Junior High**  
Ph: 208-587-2590
- Mountain Home High School**  
Ph: 208-587-2570
- Military Child Education Coalition**  
[www.militarychild.org](http://www.militarychild.org)
- Student Online Achievement Resource (SOAR)** [www.soarathome.org](http://www.soarathome.org)
- Great Schools**  
[www.greatschools.org](http://www.greatschools.org)
- Home School**  
[www.homeschool.com](http://www.homeschool.com)
- Military Homefront**  
[www.militaryhomefront.dod.mil](http://www.militaryhomefront.dod.mil)
- Military One Source**  
[www.militaryonesource.com](http://www.militaryonesource.com)
- Private School**  
[www.privateschoolreview.com](http://www.privateschoolreview.com)
- Free SAT/ACT Study Prep Course for Military Families**  
[www.eknowledge.com/military.asp](http://www.eknowledge.com/military.asp)

## School Liaison Program

The average military family moves nine times over a 20-year career. With each move military children face many school-related challenges.

### The School Liaison Program:

- Addresses issues with registration in the local school system
- Disseminates resources and information to families, commanders, schools and the community
- Validates transition concerns and connects families with resources
- Offers support for inbound/outbound school transfers
- Connects families with local school points of contact
- Advises leadership on education transition issues
- Trains and coordinates with local schools regarding the needs of military children
- Educates local communities and schools regarding the needs of military children
- Secures access to military resources for local schools serving military children

## K-12 Transition Checklist

Useful documents to **hand carry** when transferring schools:

### Parents/Guardian

- Student's birth certificate
- Student's social security number
- Student's health record
- Legal documents as needed (guardianship/custody papers)
- Legal proof of residence/military orders
- Child's military ID card

### School Records

- Copy of cumulative folder/transcripts (official copy must be mailed between schools)
- Current course descriptions
- Withdrawal grades or progress reports
- Test scores
- JROTC records
- Counselor recommendations for placement

### Special Program Records (as appropriate)

- Individual Education Plan (IEP)/Individual Accommodation Plan (504)/gifted program description
- English as a Second Language (ESL) or bilingual education
- At-risk or other action plans for classroom modifications

### Other Documents and Examples

- Writing samples
- Activities records (co/extracurricular)
- Community service or service learning hours
- Other work or performance examples
- Academic recognitions and competition participation

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## Mountain Home AFB



## School Liaison Program



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