Gordonsville Elementary

Family Involvement Plan

Smith County

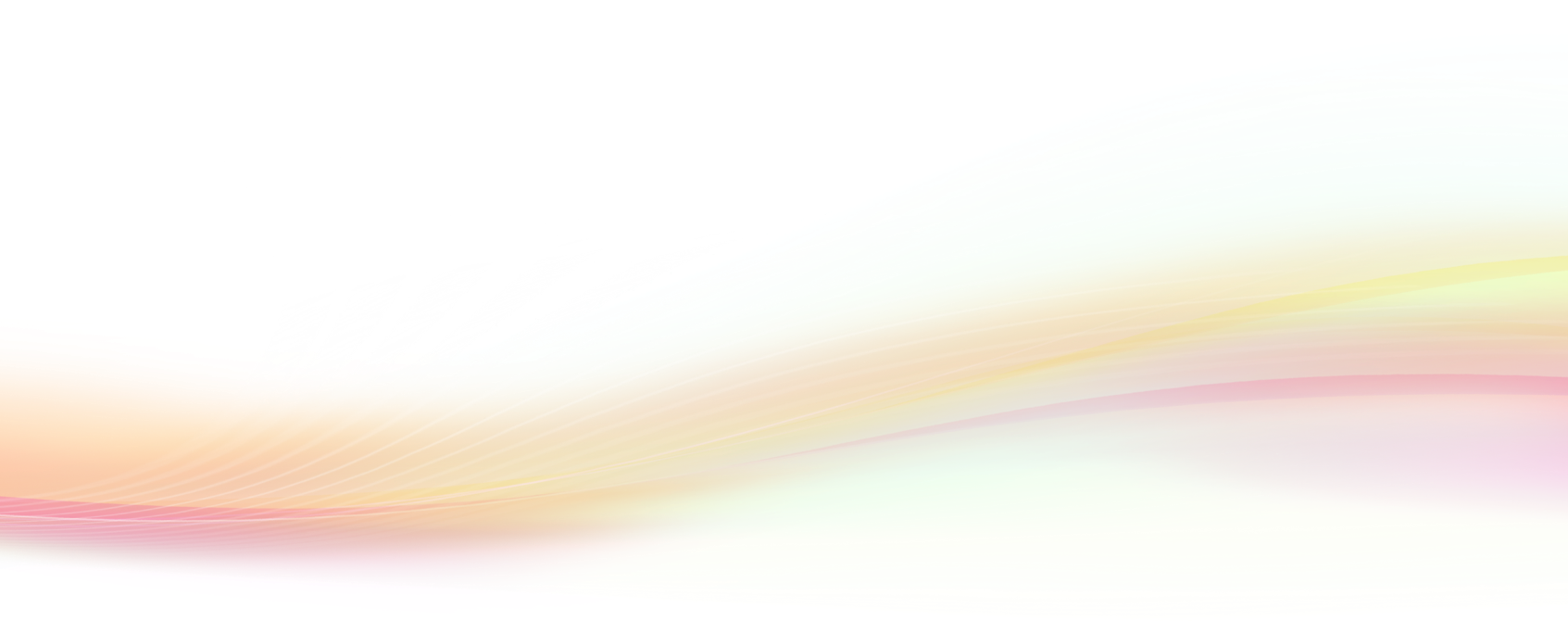


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Preface

The administration and faculty of Gordonsville Elementary School are committed to providing a safe learning environment in which all of our students are given quality educational opportunities that challenge them to reach their full potential while respecting individual differences.

GES acknowledges that parent involvement is an integral component of a child’s academic success and will foster and support an active parental involvement program.

The following plan was developed jointly with administrators, teachers, paraprofessionals, and parents with this commitment to excellence in mind and is in compliance with the legal requirements of the No Child Left Behind Act of 2001 (PL 107-110 Section 1118).

School Wide Title I

Leadership Committee

Rachel Kelley…………………….………………….………...Building Administrative Representative

Angel Williams…………………..………….…….…………….System Administrative Representative

Lesa Manning………………….………………….……….….……….Literacy Leader/Parent Facilitator

Erin Parchman……………………………….……....................………………………Parent Representative

Amy Agee……………………...…………………………………………………………..Parent Representative

Dayna Sykes…………….…………………………………………………Business/Parent Representative

Amy Dudney…….………….………………..………………….…..…….Business/Parent Representative

Becky Hackett……..……………………………………….…….……..……………..Teacher Representative

Michelle Prichard……..………………………………….…….……..……………..Teacher Representative

Amanda Shoemake…..…………………..…..…………………..…………………Teacher Representative

Corinne Miller…....……………………………………….………..…..……………..Teacher Representative

Beth Trusty…….…………………..………………………….……...…..Paraprofessional Representative

Tommy Manning……………………………………………..……..………………….School Board Member

Rhonda Lancaster………………….……………………….…………………………...……School Counselor

Kim Maynard……………………………………………………………………….……Parent/Family Liaison

Parent Involvement Goals

* GES families will participate in meaningful and effective parent programs offered throughout the school year.
* Programs and activities will be relevant to the diverse needs of all of our families.
* Information will be provided in appropriate languages.
* Programs, meetings, and activities will be presented at varying times to accommodate as many families as possible.
* The principal, faculty, and staff will maintain an open line of communication between school and home.
* GES will gain family and community input through a family survey each spring. This information will be used in the development of specific programs and policies in order to annually update our Parent Involvement Plan.
* The school will work cooperatively with parent volunteers and acknowledge their support at an awards ceremony in the spring.
* Methods of distributing parenting materials, resources, and training will be created and maintained.

Strategies to Increase Parent Involvement

Standard 1 – Welcoming All Families

Gordonsville Elementary School is located in a small rural community. There are approximately 500 students in grades PreK through 6th. The majority of the faculty and staff live in the area and know most of the students’ families. This inviting atmosphere is conducive to a highly involved and supportive interaction between family members and the school.

GES promotes programs and practices that enhance parent and family involvement and reflects the specific needs of our students and families. Our strategies will include:

* The school has convened an annual parent meeting to inform parents about the school’s parental involvement programs and right of parents to be involved.
* Offer a flexible number of meetings throughout the school year that are relevant to the needs of our students and families including an Open House in the fall. In these meetings, legal requirements and information about the Title I program will be discussed. Minutes, agendas, and sign-in sheets of meetings will be kept on file within the school.
* Conduct a Family/Parent Needs Survey in the spring each year that seeks family/parent input on the effectiveness of our program plans.
* Parents, or an adequate representation of parents, are involved in an organized, ongoing, and timely way in planning, review, and improvement of the school parental involvement policy and joint development of the school wide program plan (TSIPP). If the TSIPP (school wide program) is not satisfactory to parents upon availability, then parents may submit comments to the school’s administrator, literacy leader, or on the GES Title I website.
* The school’s parent involvement policy/plan is made available to the local community and updated periodically to meet the changing needs of parents and the school.
* Provide families with timely information about school programs and activities in an understandable format through the website, newsletters, marquee, and invitations under NCLB section 118.
* Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents in a format and in a language the parents can understand.
* Actively seek and assist parent volunteers.
* Host a minimum of two parent-teacher conferences with additional meetings available per parent request, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

Accessibility

Standard 2 – Communicating Effectively

Gordonsville Elementary School will, to the best of its ability, engage in regular, meaningful communication with its parents. In order to be as accessible as possible to our families:

* Parents are notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand.
* Provide translators if needed when presenting information.
* To the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in a format and in a language parents understand.
* Documents converted to Spanish using on-line translator, Google Translate, if needed.
* Provide reasonable support for parent involvement activities per parent request.
* Parents of migratory students will be provided information for assistance in meeting the needs of their child.
* Parents will be notified of meetings, conferences, programs, and activities via phone, letter, school marquee, social media, Remind app, or website.
* Assistance is provided to parents in understanding topics such as the State’s academic content standards, State student academic achievement standards, State and local academic assessments, how to monitor a child’s progress and work with educators to improve student achievement. This information will be transmitted by means of the Title I Coordinator, at parent-teacher conferences, and the school newsletter.
* Conduct a minimum of two parent teacher conferences a year. Within the conferences, teachers will provide assistance to parents in understanding the state academic content standards, state and local assessments, and how to monitor student progress.
* Weekly folders, progress reports every mid-nine weeks, documented phone calls, emails, and individual student notes to and from parents are used to provide parents information about their child's progress.
* Maintain a Title I website that includes information on school programs and policies.
* TCAP academic testing results sent home every year.
* Link to the Tennessee State Report Card for each school is available via the county and GES Title I website.
* The school provides parents a description and explanation of the curriculum the school uses, forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
* Notify parents after each benchmark assessment period as to achievement, improvement, and grade level expectations.
* Place school policies and rules in the student handbook. Contact information to the school staff is stated in the handbook, which is distributed at the beginning of the school year to each student. Parent signatures will be required to signify the handbook has been reviewed. When needed, handbooks and other parent information will be provided in a language parents will understand.
* Utilize the local newspaper to acknowledge student achievements and successes as well as school events.

LEA Set Aside Funding

Standard 3 – Supporting Student Success

* Each year, Title I funds are allotted to Gordonsville Elementary School in support of student success through supplemental instruction and resources.
* These Title I funds are used for materials, equipment, parent involvement, professional development, and resources that would otherwise be unobtainable through general funding.
* The parent-school compact, jointly developed with parents, describes how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and how the school and parents will build a partnership to help children achieve the State’s high standards.
* Parent meetings dedicated to teaching parents’ strategies to increase reading comprehension skills in fiction and nonfiction and promoting family reading together.
* Materials and training are provided to help parents work with their children to improve their achievement, such as literacy training to foster parental involvement.
* The Parent Advisory Committee will make determinations on expenditures based on parent surveys, teacher request, standardized assessment results, and the School Improvement Plan.
* Decisions made by the committee will be offered to families during the annual meeting to gain any additional input or comments.
* Technology, equipment, and professional development consistently remain a high priority response on surveys and questionnaires.
* Parents can request regular meetings. Materials and training opportunities will also be available to help parents improve their child’s school success. Information will be provided during the annual open house, PTO meetings, conferences, and at the request of parents.

Unsafe Schools

Parent – Student – Teacher Compact

Standard 4 – Speaking Up for Every Child

Gordonsville Elementary School proudly holds a safe school status.

* This information is shared with parents and families through PTO meetings and annual school meeting.
* Students are encouraged to discuss any fears or concerns they may have with either the school counselor, principal, or teachers.
* Students complete a climate and culture survey,
* The Olweus Bullying Prevention program has been implemented. The program’s goals are to reduce and prevent bullying problems among school children and to improve peer relations at school.
* The counselor teaches classes covering topics such as Dealing with Bullies, Drug Awareness, Red Ribbon Week, and Life Skills at all grade levels as appropriate.
* Parents are encouraged to be their child’s advocate anytime they feel the child is experiencing difficulty at school and contact either the principal, teacher, or counselor.

Parents’ Right to Know

Standard 5 – Sharing Power

To assure that GES parents and families are equal partners in the decision making process of our programs, plans, and policies, we put forth the following information each year:

* The school and parents will jointly develop an acceptable school compact that meets the requirements of Title I/ESSA. The compact is presented to parents and students at the beginning of school and signed by all parties. The compact will describe the responsibilities of the school, the parents, and the students. Moreover, the compact will address the importance of communication among the stakeholders as well as ways to enhance student achievement and the importance of regular school attendance.

* A Parents’ Right to Know letter is included with each registration packet. Gordonsville Elementary School will provide parents information on their right to know the qualifications of their child’s teacher and paraprofessionals.
* A notification letter is sent home to parents when a teacher who has failed to reach highly qualified status is teaching their child or a substitute not deemed highly qualified has been in the classroom for four consecutive weeks.
* Parents are encouraged to serve on various committees that are responsible for the decisions affecting GES programs and policies.
* Faculty and staff are educated in recognizing the value and contributions of parents. Strategies on how to reach out to, communicate with, and work with as equal partners; implement and coordinate parent programs; and build ties between parents and the school have been implemented.

Building Capacity

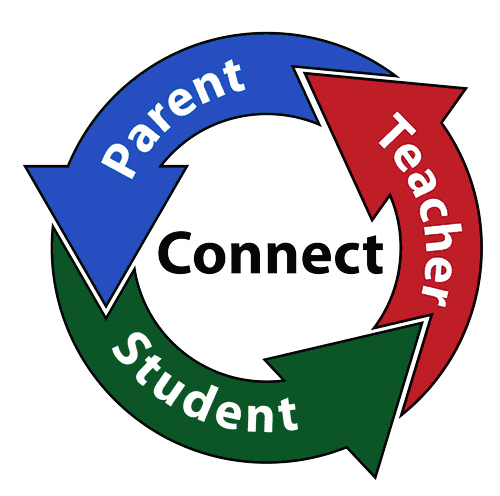
Standard 6 – Collaborating with Community

* Gordonsville Elementary School recognizes the importance of its support from community and area businesses through their contributions of money and sponsorships.
* All parental involvement strategies are coordinated and integrated with parent involvement strategies under other programs, such as Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction Program for Preschool Youngsters, State-run preschool programs, and Title III language instructional programs.
* The Smith County Fair Board supports our Read to Succeed program by sending our County Fair Queens to our school.
* The local health department, hospital, doctors, and dentist offices contribute materials and information about community resources available to families.
* Information concerning the Head Start, Adult Basic Education, Smith County Health Department, and other community organizations will be provided to parents.
* Upper Cumberland Electric Membership Corporation presents an electrical safety program.
* Our community and GES Families are invited to our fall Book Fair.
* Buster, the Bus Safety Program.
* Graphic Packaging presents a recycling program and gives pine trees to all third grade students.
* Citizens Bank and Community Bank present a savings program.
* The Army Corp of Engineers at Cordell Hull Lake presents an environmental program for our fifth grade students.
* Smith Farmers Cooperative provides a cabbage plants to third grade students to encourage gardening.
* Smith County Co-op sponsors AG Day for 3rd graders.
* Mid TN Natural Gas and UCEMC provide grants for teachers to apply for additional classroom materials and supplies.
* The 6th Grade Book Club and 6th Grade Music Ensemble visit the Pavilion Senior Living Home and Concordia Nursing Home to provide oral reading and hand chime songs and give treat baskets
* The school board members frequently attend school functions.
* Gordonsville High School students volunteer to assist teachers and students.
* Programs and resources for homeless and migratory families are available through the school and the board of education. A backpack program is implemented so that students who are considered latch key children have access to healthy foods they can prepare themselves.
* GES strives to emphasize the importance of helping others within the Middle Tennessee area. Our students participate in:
* Donating items and can tabs to the Ronald McDonald House
* Backpacks filled with supplies for students placed in foster care
* Encouraging family members to support the American Red Cross Blood Drive held twice a year at GES
* Programs are held throughout the school year during the day and evening hours. These include:
* Tennessee Program-3rd grade
* Art show- 4th grade
* Salute to Veterans-5th grade
* Sixth Graduation
* Grades 3 – 6 Honors Ceremony
* The local newspaper graciously allows the school to advertise meetings, conferences, school events, and acknowledge student achievement and success without charge.
* Gordonsville Elementary School believes the shared responsibility of its students among the school, home, and community will produce a positive effect on student achievement and create a sense of stakeholder ownership in the success of our school.

School-Parent Compact for Achievement

2019-2020

Gordonsville Elementary School



100 Main Street E

Gordonsville, TN 38563

615-683-8252, fax 615-683-8253

Principal- Rachel Kelley

Assistant Principal- Scott Clemons

**Our Goals for Student Achievement**

Smith County Schools

* 90% of all students reading on grade level
* Meet all ACT College and Career Readiness benchmarks
* Meet or exceed state attendance requirements

Gordonsville Elementary School

* 90% of GES students will read at or above grade level by 3rd grade
* Increase the number of students scoring proficient or advanced on state testing in both Reading and Math
* Increase attendance rate to exceed state average.

**School-Parent Compact**

A school-parent compact for achievement is an agreement for parents, students. and teachers. It explains how parents and teachers will work together to make sure all students get the individual support they need to reach and exceed grade level standards.

* Link to goals of the district and school improvement plans
* Begin with standards
* Focus on student learning
* Respond to school/student data
* Share strategies parents can use at home
* Define everyone’s responsibilities
* Depend on us to believe in it and use it!

This compact is distributed to all parents, students, and teachers. It is on file at the school and is used throughout the year.

Student:

My personal learning goal is:

My teacher can help by: My parents can help by:

**The Teacher Will**

* Provide high quality curriculum and instruction using TN standards in reading and math so students will meet the state’s academic achievement standards as well as both district and school goals
* Provide instruction in the subject/grade level for which I am responsible
* Provide a safe and pleasant learning environment
* Explain assignments and deadlines clearly to students
* Provide clear assessments of student progress and achievement to both the student and parent/guardian on a timely basis

**The Parent Will**

* Stay informed of my child’s education: check school website/teacher website/Skyward; read all school communication
* Review homework assignments and offer assistance when needed
* Encourage my child to read 20 minutes each day outside of school
* Review assessments on a regular basis: sign report cards and make every effort to attend parent-teacher conferences
* Demonstrate interest in the student’s well-being by attending school functions, find opportunities to volunteer, and support the student’s school activities
* Ensure that the student gets to school each day, on time, and ready to learn.

**The Student Will**

* Do my best in all I do
* Respect the rights of others so learning is not distracted or disrupted
* Come to class prepared and on time with necessary materials
* Give my parent/guardian and teachers all notices and information received by me
* Read 20 minutes each day outside of school

**Communication about Student Learning/Progress**

* Gordonsville Elementary School is committed to frequent two-way communication with families about children’s learning. Some of the ways you can expect us to communicate are:
* Updates on the school and district web site and current grades in Skyward (grades 3-8)
* Progress reports and report cards
* Monthly Calendar and Newsletter
* Parent-teacher conferences in October
* Phone calls
* Email

**Do you have questions about your child’s progress?**

Parents can contact their child’s teacher by phone.

Phone: 615-683-8252

**Signature**

* Thank you for your support and involvement in working together for success in student education.
* Please review the entire School-Parent Compact and your responsibility as a partner.
* Please sign and date below to acknowledge that you have received and read your commitment to this partnership. Then, send signed pamphlet to school.

**Student:**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/Guardian:**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher:**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please contact us if you have any questions about school activities.

Mrs. Rachel Kelley- rkelley2@smithcoedu.net

Mr. Scott Clemons - sclemons@smithcoedu.net

**Jointly Developed**

* The parents, students, and staff of Gordonsville Elementary School work collaboratively to annually assess and revise the School-Parent Compact for achievement.
* Parents are welcome to participate and/or contribute comments any time.
* For information of GES compact annual review, please contact GES Literacy Leader.

Lesa Manning - [manningl@smithcoedu.net](mailto:manningl@smithcoedu.net)