Woodstock Elementary School

Title I Reward School

Title I
Parent Involvement Policy
2013-2014
Woodstock Elementary School
Title I Parental Involvement Policy
2013-2014

NOTE: In support of strengthening student academic achievement, each school that receives Title I, Part A funds must develop jointly with, seek approval of, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parental involvement).

* * * * *

PART I. GENERAL EXPECTATIONS

Woodstock Elementary agrees to implement the following statutory requirements:

Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent-student compact consistent with section 1118(d) of the Elementary and Secondary Education Act (ESEA).

Woodstock Elementary will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will 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 required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

If the school-wide program plan to Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the Cherokee County School District.

Woodstock Elementary will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, part A funds reserved for parental involvement is spent.

Woodstock Elementary will build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

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The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- that parents play an integral role in assisting their child’s learning;
- that parents are encouraged to be actively involved in their child’s education at school;
- that parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child (e.g. School Improvement Plan committee, School Council, etc.);
- the carrying out of other activities, such as those described in section 1118 of the ESEA.

PART II. WOODSTOCK ELEMENTARY WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT COMPONENTS AS FOLLOWS:

1. Woodstock Elementary School will take the following actions to involve parents in the joint development and joint agreement of its Parental Involvement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the Elementary and Secondary Education Act (ESEA):

- Review of Woodstock Elementary Parental Involvement Policy (including the Parent-Teacher-Student Compact) in September’s School Council meeting. (The School Council consists of the principal, teachers, parents and members of the community).
  - Review of Cherokee County Parent Involvement Policy in September’s School Council meeting.
  - Review of any unsatisfactory parent comments regarding the school-wide plan in September’s School Council meeting.
  - Parents will be invited to review and comment on the School and County Parent Involvement Policies at each PTA/Title I meeting.

2. Woodstock Elementary School will take the following actions to distribute to parents of participating children and the local community the Parental Involvement Policy:

- The School Parental Involvement Policy will be available to parents at all PTA/Title I parent meetings in English and Spanish.
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➤ The policy will be posted on the school web site in English and Spanish. All families will be informed in class newsletters and the principal’s newsletter where parents can find Woodstock Elementary Schools Parent Involvement Policy: www.cherokee.k12.ga.us/schools/woodstock-es.

➤ The Woodstock Elementary School Parental Involvement policy will be available in hard copy in the school office in English and Spanish. Parents can also view the policy in English and Spanish in our Parent Resource Center "The Cottage" which is open every Monday and Wednesday from 10:30 a.m. until 12:30 p.m. for parent involvement.

➤ Parents will be invited to contact the school if a hard copy or a translation to a language other than English or Spanish is required.

➤ Parents of new participating students will be offered the policy upon registration.

3. Woodstock Elementary School will update its Parental Involvement Policy at the end of each school year, for the upcoming year to meet the changing needs of parents and the school. All stakeholder comments on the Parent Involvement Policy as well as the parent survey results will be reviewed and addressed. At a minimum, the following stakeholders will be involved in the review and revision of the School Parental Involvement Policy:

➤ The principal

➤ The parent involvement facilitator

➤ The school counselors

➤ The current PTA Board

➤ The lead teacher committee

➤ The School Council (consists of the principal, teachers, parents and members of the community)

➤ A school-wide meeting will be held in May to which all parents and other stakeholders will be invited.

4. Woodstock Elementary School will convene an annual meeting (for the 2013-2014 school year August 27th and August 29th ) to inform parents of the following:

➤ That Woodstock Elementary School participates in Title I,

➤ The requirements of Title I

➤ Of their rights to be involved as outlined in the district wide parental involvement policy, the school’s parental involvement policy and

➤ About the school’s participation in Title I.

➤ The school is also clearly identified as a Title I School at each PTA/Title I meeting, on all school-wide communication home, in the school parking lot, in the front office and the school web site.
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5. Woodstock Elementary School will hold a flexible number of meetings at varying
times, and may provide transportation, child care, and/or home visits, paid for with
Title I funding as long as these services relate to parental involvement:

Woodstock Elementary will offer training to parents to improve student success and
achievement. Training will be offered, as much as is practicable, in a language the parents can
understand and will be offered at different times of the day. In situations that prevent parents
from coming to the school for meetings, school personnel may make home visits, give guidance
over the phone, send information home with students, or arrange to meet the parents at a
mutually convenient time off campus.

A complete list of events is included in the attached calendar (Attachment B).

6. Woodstock Elementary School will provide information about Title I programs to
parents of participating children in a timely manner through:

➤ Notes
➤ Newsletters
➤ The school marquis
➤ Regular emails from the principal and classroom teachers
➤ The school web page [www.cherokee.k12.ga.us/schools/woodstock-es](http://www.cherokee.k12.ga.us/schools/woodstock-es)
➤ The Cherokee County School District web page [www.cherokee.k12.ga.us](http://www.cherokee.k12.ga.us)

7. Woodstock Elementary School will provide parents of participating children with a
description and explanation of the curriculum in use at the school, the forms of
academic assessment used to measure student progress, and the proficiency levels
students are expected to meet through:

➤ Annual Title I / Curriculum parent meeting (See Attachment B)
➤ Regular parent/teacher conferences
➤ 3rd and 5th grade GCRCT Parent Meetings (See Attachment B)
➤ PTA/Title I meetings and other Family Events throughout the year (See
Attachment B)
➤ Class newsletters and emails
➤ Teacher web pages
➤ Principal’s newsletters and emails
➤ The school web page [www.cherokee.k12.ga.us/schools/woodstock-es](http://www.cherokee.k12.ga.us/schools/woodstock-es)
➤ The Cherokee County School District web page [www.cherokee.k12.ga.us](http://www.cherokee.k12.ga.us)

8. If requested by parents, Woodstock Elementary School will provide parents of
participating children opportunities for regular meetings to formulate suggestions and

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to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible:

➢ through prearranged or impromptu meetings with the Title I facilitator
➢ through meetings with the student’s teacher which may include the Title I facilitator, the principal, and other staff as appropriate

9. Woodstock Elementary School will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:

Parents may submit comments in writing (including by email) regarding the school wide plan to their child’s teacher, the Title I parent facilitator, the principal, or the appropriate department within the Cherokee County School District.

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. Woodstock Elementary School will build the school’s and parents’ capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership between the school, parents, and the community to improve student academic achievement through the following activities described below:

➢ Parent classes, workshops, meetings and social events (See Attachment B)
➢ Title I volunteer programs (See Attachment C)
➢ Community Events and Services (See Attachment D)
➢ Teachers will invite parents to schedule a parent/teacher conference, at a minimum, twice yearly.

2. The school will incorporate the teacher-parent-student compact as a component of its School Parental Involvement Policy (See Attachment A):

➢ The teacher-parent-student compact is in every student’s agenda and can be found on our school web page.
➢ Woodstock Elementary requires that each teacher, parent and student sign the compact every year.
➢ During regular parent/teacher/student conferences, the school-parent compact will be referenced.
➢ The Principal will highlight different aspects of the compact in her school-wide newsletters and emails.
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3. Woodstock Elementary School will, with the assistance of the district, provide assistance to parents of children served by the school in understanding topics such as the following:

- State's academic content standards,
- State's student academic achievement standards,
- State and local academic assessments including alternate assessments,
- Requirements of Title I,
- How to monitor their child's progress, and
- How to work with educators.

Parents will receive training and necessary information on the topics above through:

- PTA/Title I meetings (See Attachment B)
- School sponsored meetings and workshops. (See Attachment B)
- Extended hours every Monday evening. (See Attachment B)
- School web page
- The Principal's monthly newsletter and emails

4. As appropriate, the school will, with the assistance of the district, provide materials and training such as literacy training and using technology to help parents work with their children to improve their children's academic achievement and to foster parental involvement, by:

- School sponsored meetings and workshops. (See Attachment B)
- Principal's newsletters and emails
- School web page
- Classroom newsletters and teacher web pages
- Parent/teacher conferences

5. The school will, with the assistance of the district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Encouraging staff to attend parental involvement workshops and meetings,
- Parent Involvement facilitator on agenda at staff meetings

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- Staff development at grade-level meetings with participation of Principal, Title I Parent Facilitator or Counselor.
- Woodstock Elementary Personnel will be trained on improving parental involvement through our Family Friendly Committee

6. Woodstock Elementary School will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- Upon identification of parental need for information in another language or in another format, the school will take steps to ensure that the parent request is fulfilled.

- Speak and Listen Headsets are available at all large group settings (e.g. PTA/Title I meetings, Curriculum Nights, etc.) for simultaneous interpretation to Spanish.

PART IV. ADOPTION

This Woodstock Elementary School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs at Woodstock Elementary as evidenced by the minutes of the General PTA meeting and School Council Meeting.
Woodstock Elementary School
Title I Parental Involvement Policy
2013-2014

This policy was adopted by the School Council on September 4, 2013 and will be in
effect for the period of September 5, 2013 – September 4, 2014. The school will
distribute this policy to all parents of participating Title I, Part A children on or before
October 1, 2013. Parents will be notified of this policy in an understandable and uniform
format and, to the extent practicable, offered a copy of the policy in a language they can
understand.

Signatures of School Council Members:

Ms. Kim Montalbano
Principal 9-4-13

Ms. Carla Page
Teacher 9-4-13

Ms. Lynne Montgomery
Teacher 9-4-13

Ms. Bonny Keheley
Academic Coach 9-4-13

Mr. David Ratner
Business Admin 9-4-13

Mr. Robert Tidwell
Parent 9-4-13

Ms. Emily Ramirez
Parent 9-4-13

Ms. Videssa Ormsby

Ms. Jennifer Holbrook

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What is a Teacher-Parent-Student Compact?

A Teacher-Parent-Student Compact for Achievement is an agreement that teachers, parents and students develop together. It explains how parents and teachers will work together to make sure all our students reach grade-level standards.

Effective compacts:
- Link to goals of the school improvement plan
- Focus on student learning skills
- Describe how teachers will help students develop those skills using high-quality instruction
- Share strategies parents can use at home
- Explain how teachers and parents will communicate about student progress
- Describe opportunities for parents to volunteer, observe and participate in the classroom

Jointly Developed!
The teachers, parents and students at Woodstock Elementary School developed this Teacher-Parent-Student Compact for Achievement. Teachers suggested home learning strategies, parents added ideas to make them more specific, and students told us what would help them learn. Meetings are held each year to review the Compact and make changes based on student needs. Parents are also welcome to contribute comments at any time.

If you would like to volunteer, participate and/or observe in the classroom, please contact Jessica Ruiz, Parent Involvement Facilitator at jessica.ruiz@cherokee.k12.ga.us or (770-926-6969).

Building Partnerships -Ongoing Services-
- Adult ESOL classes Tuesdays and Wednesdays 7:45-9:30 a.m.
- Parent Resource Center “The Cottage” open Mondays and Wednesdays, 10:30 a.m.—12:30 p.m.
- Fun Thursdays for Writing & Math—December 19th and January 23rd at 6:30 p.m. in the cafeteria
- Fun and creative writing and math centers for parents.
- These will take place right before 2nd and 4th grade performances.
- Parents who attend will receive a ticket for preferential seating at the performance.

When teachers, students and families work together—we CAN achieve our goals!!

Communication about Student Learning
Woodstock Elementary School is committed to frequent two-way communication with families about children’s learning. Some of the ways you can expect us to reach you are:
- Daily/Weekly homework folders
- Updated school website
- Bi-monthly Principal e-mails
- Grades and attendance updated regularly on the Family Portal
- Class newsletters
- School-wide newsletters
- Parent-Teacher conferences twice a year and upon request

Do you have questions about your child’s progress? Contact your child’s teacher by phone (770-926-6969) or email. E-mail addresses are on the school website at http://www.cherokee.k12.ga.us/Schools/woodstock-es/default.aspx
Teacher-Parent-Student Compact  ❖  Together for Success

- Cherokee County School District's Annual Measurable Objectives:
  - The percentage of students who "did not meet standard" on the Georgia Criterion Reference Competency Tests (GCRCT) will decrease in all subgroups.
  - The percentage of students who exceed the standard on the Georgia Criterion Reference Competency Tests (GCRCT) will increase for all subgroups.
  - The percentage of students who meet or exceed expectations on the Georgia Writing Test will exceed 80% in grades 5 and 8.

Woodstock Elementary School Goals for the 2013-2014 School Year:
Woodstock ES administrators and teachers have studied our student performance data to decide on the most important areas of improvement for our school:
- Students earning a "meets" or "exceeds" in READING, as measured by the CRCT, will increase from 97.8% to 98.3%.
- Students earning a "meets" or "exceeds" in LANGUAGE ARTS, as measured by the CRCT, will increase from 97.6% to 98.1%.
- Students earning a "meets" or "exceeds" in MATH, as measured by the CRCT, will increase from 90.5% to 91.0%.
- The percentage of our 5th grade students who demonstrate a mastery of key components of WRITING, as measured by the Georgia 5th Grade Writing Assessment, will increase from 81.0% to 85.0%.

Woodstock ES will work with students and their families to support students’ success in reading, math, language arts and writing. Some of our key connections with families will be:
- Our monthly newsletter will feature Common Core Georgia Performance Standards in writing and math and give specific, concrete activities to support learning this standard at home.
- We will include information on the children's events at the public library in each school newsletter.
- We will offer two parent workshops focusing on writing and math.
- We will staff the Parent Resource Center “The Cottage” Monday and Wednesday, 10:30 a.m.—12:30 p.m.

Woodstock ES will work with students and their families to support students’ success in reading, math, language arts and writing. Families may have other ideas they wish to add to this list:
- I will know my child’s Lexile score and SuccessMaker scores in reading and math.
- I will take my child to the public library monthly.
- I will complete the writing and math activities in the school newsletter with my child.
- I will visit the computer labs’ web pages for links to family friendly websites.

Woodstock ES students joined staff and parents to develop ideas about how they can succeed in school and strive for success in reading, math, language arts and writing. Students thought of the following ideas to make connections between learning at home and school:
- I will do the activities and use the reference tools in my agenda, specifically math and writing exercises.
- I will ask my parents to take me to get my own library card.
- I will show my parents the online educational activities that the school provides.

_ Teacher Signature_  _Date_  _Parent Signature_  _Date_  _Student Signature_  _Date_
WOODSTOCK ELEMENTARY SCHOOL  
"Where Kids Come First"  
Title I Action Plan  
2013-2014

230 Rope Mill Road  
Woodstock, GA 30188  
770-926-6969  
www.cherokee.k12.ga.us/Schools/woodstock-es/  
www.woodstockpta.org

Parent Involvement Facilitator: Jessica Ruiz. Email address: jessica.ruiz@cherokee.k12.ga.us.

Parent Resource Center: Woodstock Elementary Parent Resource Center is located in the front of the school in the room known affectionately as “The Cottage”. Hours of operation: Mondays and Wednesdays 10:30 am – 12:30 pm.

Adult ESOL Classes: Every Tuesday & Wednesday 7:45 – 9:30 am, ESOL Cottage, WES

Title I Parent/Caregiver Events

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Title of Meeting</th>
<th>Target Audience</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, 8/15/13 8:00 – 9:00 am</td>
<td>New Families Coffee</td>
<td>All parents of families new to WES</td>
<td>Welcome. Explanation of Title I. Ways to stay informed. Setting high expectations. Parent/Student/Teacher Compact. Resources for parents. Volunteer Opportunities.</td>
</tr>
<tr>
<td>Tuesday, 8/27/13 6:30 – 7:00 pm</td>
<td>Annual School wide Title I Meeting</td>
<td>All parents of students in grades K-2</td>
<td>Explanation of Title I and our school’s status, how we use Title I funds, School Improvement Plan (SWP), School curriculum, assessment, and student expectations, PIP, Compact, Rights of parents to be involved.</td>
</tr>
<tr>
<td>Tuesday, 8/27/13 7:00 – 8:00 pm</td>
<td>Title I Curriculum Night</td>
<td>All parents of students in grades K-2</td>
<td>State Academic Standards, State Student Achievement Standards, State &amp; Local Academic Assessments. How to monitor progress (Parent Portal). How to read Progress Reports and Report Cards.</td>
</tr>
<tr>
<td>Thursday, 8/29/13 6:30 – 7:00 pm</td>
<td>Annual School wide Title I Meeting</td>
<td>All parents of students in grades 3-5</td>
<td>Explanation of Title I and our school’s status, how we use Title I funds, School Improvement Plan (SWP), School curriculum, assessment, and student expectations, PIP, Compact, Rights of parents to be involved.</td>
</tr>
<tr>
<td>Thursday, 8/29/13 7:00 – 8:00 pm</td>
<td>Title I Curriculum Night</td>
<td>All parents of students in grades 3-5</td>
<td>State Academic Standards, State Student Achievement Standards, State &amp; Local Academic Assessments. How to monitor progress (Parent Portal). How to read Progress Reports and Report Cards.</td>
</tr>
<tr>
<td>Wednesday, 9/4/13 7:30-8:30 am</td>
<td>School Council</td>
<td>Open to all</td>
<td>Review Spring 2013 Title I survey results, Presentation of WES PIP and new Compact</td>
</tr>
<tr>
<td>Friday, 9/6/13 7:00 – 8:00 am</td>
<td>Grandparents are Great!</td>
<td>All grandparents</td>
<td>Explanation of Title I. Ways to be involved. School’s Academic Goals. Volunteer opportunities. Presentation of 2013-2014 WES PIP and new Compact.</td>
</tr>
</tbody>
</table>
## Attachment B of the Woodstock Elementary School Parental Involvement Policy

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Title of Meeting</th>
<th>Target Audience</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, 9/23/2013 6:30-8:00 pm</td>
<td>PTA Meeting &amp; Activity Fair</td>
<td>All parents</td>
<td>General PTA meeting &amp; Enrichment Opportunities in our Community</td>
</tr>
<tr>
<td>Thursday, 10/3/13 6:00 – 8:00 pm</td>
<td>Kindergarten &amp; First Grade ELL Night</td>
<td>All parents of Kindergarten &amp; 1st Grade ELL students</td>
<td>Explanation of Title I Welcome potluck dinner, How to help your child learn English, Literacy, Rhyming, Native language support, Title I Leap pad checkout. Tour Parent Resource Center &quot;the Cottage&quot;.</td>
</tr>
<tr>
<td>Wednesday, 11/6/2013 7:30 – 8:30 a.m.</td>
<td>School Council</td>
<td>Open to all</td>
<td>School Improvement Plan (SWP)</td>
</tr>
<tr>
<td>Wednesday, 2/5/2014 7:30-8:30 a.m.</td>
<td>School Council</td>
<td>Open to all</td>
<td>Planning Spring 2014 Title I parent survey</td>
</tr>
<tr>
<td>Thursday, 3/6/14 6:30 – 8:00 pm</td>
<td>3rd Grade CRCT Night</td>
<td>Parents of 3rd graders</td>
<td>Go over state assessments. Preparing at home. Test taking strategies. What is covered on the test? What is a passing score? Parent Portal.</td>
</tr>
<tr>
<td>Tuesday, 3/11/2014 6:30-8:00 pm (Tentative Date)</td>
<td>5th Grade CRCT &amp; Transition to Middle School Night</td>
<td>Parents of 5th graders</td>
<td>Go over state assessments. Preparing at home. Test taking strategies. What is covered on the test? What is a passing score? What to expect at the Middle School. Introduction to MS principals. Parent Portal.</td>
</tr>
<tr>
<td>Friday, 3/21/2014 6:00-8:00 pm</td>
<td>International Pot Luck Dinner &amp; Festival</td>
<td>All families</td>
<td>As part of our Family Friendly Initiative host an international banquet with food, dance, music, traditional clothing, etc.</td>
</tr>
<tr>
<td>Month of April</td>
<td>Title I Parent Survey</td>
<td>All parents</td>
<td>How well does our Parent Involvement Program serve you? What parent programs would you like to see next year?</td>
</tr>
<tr>
<td>Tuesday, 5/6/2014 (Tentative Date)</td>
<td>Title I Documentation Review</td>
<td>All parents/stakeholders</td>
<td>Review all Title I documentation: PIP, SIP/SWP, CLIP, Compact</td>
</tr>
<tr>
<td>Wednesday, 5/7/2014 7:30-8:30 a.m.</td>
<td>School Council</td>
<td>Open to all</td>
<td>Review all Title I documentation: PIP, SIP/SWP, CLIP, Compact</td>
</tr>
</tbody>
</table>

### Professional Learning/Staff Development

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Title of Meeting</th>
<th>Target Audience</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, 10/3/13</td>
<td>Effective Communication</td>
<td>All staff</td>
<td>Effective Communication with Families. Overcoming your obstacles. Understanding differences.</td>
</tr>
<tr>
<td>Tuesday, 12/3/13</td>
<td>Family Friendly School</td>
<td>All staff</td>
<td>Best parent involvement practices. What we are doing to become a more family friendly school.</td>
</tr>
<tr>
<td>Tuesday, 2/4/14</td>
<td>Cultural Differences</td>
<td>All staff</td>
<td>Panel of Parents from different backgrounds answers questions from staff about education in their native lands.</td>
</tr>
</tbody>
</table>
### Student Progress Reports, Report Cards & Testing Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Grades</th>
<th>Brief Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 20-22, 2013</td>
<td>CogAT</td>
<td>2 &amp; 4</td>
<td>Cognitive abilities test</td>
</tr>
<tr>
<td>Sept. 4, 2013</td>
<td>Progress Reports</td>
<td>1-5</td>
<td>Snapshot of current grades</td>
</tr>
<tr>
<td>Oct. 14-18, 2013</td>
<td>ITBS</td>
<td>5</td>
<td>Norm referenced test</td>
</tr>
<tr>
<td>Oct. 18, 2013</td>
<td>Report Cards</td>
<td>1-5</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; quarter grades</td>
</tr>
<tr>
<td>Nov. 13, 2013</td>
<td>Progress Reports</td>
<td>1-5</td>
<td>Snapshot of current grades</td>
</tr>
<tr>
<td>Jan. 10, 2014</td>
<td>Report Cards</td>
<td>1-5</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; semester grades</td>
</tr>
<tr>
<td>Jan. 21-Feb. 2, 2014</td>
<td>ACCESS</td>
<td>English Language Learners</td>
<td>Tests English proficiency of ELL students</td>
</tr>
<tr>
<td>Feb. 7, 2014</td>
<td>Progress Reports</td>
<td>1-5</td>
<td>Snapshot of current grades</td>
</tr>
<tr>
<td>Mar. 5, 2014</td>
<td>Writing Test</td>
<td>5</td>
<td>Writing assessment</td>
</tr>
<tr>
<td>Mar. 17-28, 2014</td>
<td>Writing Test</td>
<td>3</td>
<td>Writing assessment</td>
</tr>
<tr>
<td>Mar. 26, 2014</td>
<td>Report Cards</td>
<td>1-5</td>
<td>3&lt;sup&gt;rd&lt;/sup&gt; quarter grades</td>
</tr>
<tr>
<td>Apr. 14-24, 2014</td>
<td>GCRCT</td>
<td>3-5</td>
<td>Georgia Criterion Referenced Competency Tests (Covers Georgia Performance Standards/Common Core Standards)</td>
</tr>
<tr>
<td>Apr. 28, 2014</td>
<td>Progress Reports</td>
<td>1-5</td>
<td>Snapshot of current grades</td>
</tr>
<tr>
<td>May 20-22, 2014</td>
<td>GCRCT Retest</td>
<td>3, 5</td>
<td>Retests students in 3&lt;sup&gt;rd&lt;/sup&gt; grade who did not pass the reading portion of the test and students in 5&lt;sup&gt;th&lt;/sup&gt; grade who did not pass the reading and/or math portion of the test</td>
</tr>
<tr>
<td>May 30, 2014</td>
<td>Report Cards</td>
<td>1-5</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; quarter grades</td>
</tr>
</tbody>
</table>
School Personnel

Ms. Kim Montalbano – Principal
Ms. Andrea Puhy – Assistant Principal
Dr. Tom Usry – Assistant Principal
Ms. Bonny Keheley, Title I Academic Coach
Ms. Julie Bain, Title I Teacher
Ms. Kristen Brooks, Title I Teacher
Ms. Jessica Ruiz – Title I Parent Involvement Facilitator
Ms. Crista Sykes – Counselor, K-2
Mr. Brent Harrison – Counselor, 3-5
Ms. Summer Fleming – Principal’s secretary
Ms. Jennifer McInnis – Registrar
Ms. Jennie Renaud – Attendance Clerk
Ms. Mary Minicucci – Bookkeeper