Gretna Elementary School
Parental Involvement Policy
2015-2016

The Gretna Elementary School NCLB Title I Policy on Parental Involvement is developed by the GES Title I Parent Advisory Council in collaboration with the administration and teachers to ensure that federal and local regulations for parental involvement are incorporated into the policy. The policy is disseminated to each Title I member, sent home to parents, and discussed at the first PTO meeting of each school year.

1. Gretna Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1112 of the ESEA:

The Gretna Elementary School Title I Parent Advisory Council is composed of a parent representative and the PTO members. The council meets four times annually to discuss information pertinent to planning, implementing, and evaluating the school’s Title I program, and to share ideas for improvement. In addition, Gretna Elementary also has a Title I School Team which is composed of two administrators, one preschool teacher, three Title I teachers, and five parents.

2. Gretna Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

In addition to the four meetings that the Parent Advisory Council has each school year to address ideas for improvement, the Title I Parent Advisory Council hosts an annual meeting of Title I parents during the first semester of each school year. The following information is discussed during the course of the annual meeting held in conjunction with the first PTO meeting:

A. Introduction of Title I Instructional Staff, Title I School Team, and Title I Parent Advisory Council
B. Overview of Title I Program with special emphasis on how the program benefits all students within the school
C. Title I Funding (tutoring, instructional supplies, parental involvement activities, professional development for teachers and parents)
D. SOLs - FAMOs and Accreditation
E. Supplementary classroom instructional activities offered by teachers to assist struggling students
F. Title I Parent Involvement Policy (posted on GES website)

3. Gretna Elementary School will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
At the annual meeting of Title I parents, the principal and assistant principal present a program on the importance of parental involvement, ways parents can help, and events parents are encouraged to participate in. They are as follows:

1. Volunteer Program
2. Reading Programs Within Teachers’ Classroom
3. Read Your Way to the Race Program
4. Back to School Night
5. Bingo for Books Night
6. WATCH D.O.G.S.
7. Science Family Night
8. Book Fair
9. Math Day
10. Read Across America/Reading Fair
11. Title I Parents’ Day (Lunch and Classroom Visitation)
12. Parent Workshops
13. Knowledge Bowl
14. Science Fair/Math Game Night
15. Classroom Performances
16. Field Day
17. Check Assignment Notebooks Daily
18. Observe Full Day Attendance Policy
19. Attend All Meetings/Conferences
20. Review Monthly Calendar of Events

The Gretna Elementary School Title I Parent Advisory Council uses PTO meetings and/or school visitation periods to provide parents additional opportunities to meet with each other and appropriate school personnel for a discussion of programs and activities that affect their children. Other avenues for parent involvement at Gretna Elementary include, but are not limited to the following:

A. Letters to parents informing them of the instructional program and expectations
B. Grade level classroom newsletters sent home each six weeks
C. Parent-teacher conferences
D. Classroom visitations
E. Parent volunteers
F. Students’ progress reports and reports cards
G. Parent surveys
H. Parent workshops, meetings, and conferences
I. Monthly calendar of school events
J. PCS Website – PowerSchool
4. Gretna Elementary School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Headstart and VPI]

The Virginia Preschool Initiative Program has an ongoing collaboration agreement with the Pittsylvania County Headstart Program. The agreement assures continued collaboration and coordination of preschool services relative to student enrollment, parental involvement, and professional development training for parents and staff. Also the Start Strong Program for children entering kindergarten, Headstart, VPI, and Title I Preschool is held each spring to coordinate parental involvement with student learning. Activities that encourage parental involvement through the Virginia Preschool Initiative Program include the following:

- Monthly parenting workshops assist parents in fostering students’ educational development now for future years (dates will be announced as scheduled). A five week session of Parenting Skills and Discipline by Smart Beginnings is planned for early this Fall.
- Parents are invited to come to school and participate in student activities quarterly (Pajama Jam/Snowball Festival, Jumping into Spring, and Summer Beach Day).
- Parents are invited to come to school to participate in classroom and craft activities (gingerbread houses, wooden car from Lowes, pumpkin carving, work time, etc.).
- Parents are invited to participate in all field trips and special guest presentations at school (Fire Department visit, Post Office trip, visit to the Gretna strip mall for a treat, visit to VIR and the Airport, visit by Dentist, visit by Deputy or Town Police, visit to the zoo, visit to the circus, visit to a farm, and bowling).
- Parents are provided the following monthly magazines that provide parenting tips–“Parent and Child”, “The Math and Science Connection”, “Nutrition Nuggets”, and “Early Years Newsletters.”
- A monthly calendar of events goes home to parents from the VPI teacher.

5. Gretna Elementary School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

To aid in program evaluation and planning, at the end of each school year, the administration of Gretna Elementary School meets with the Title I Parent Advisory Council to assess the effectiveness of the Title I instructional program and parent involvement activities. This meeting is conducted by the administration. Particular attention is given to parents who are economically disadvantaged, disabled, parents of LEP students, limited literacy, and parents of racial or ethnic minority background. The results of this assessment are used in planning the Title I program for the subsequent school year. In addition, the Gretna Elementary Parental Input Survey results are compiled and any suggestions or concerns that parents may have are addressed at this meeting.
1. Gretna Elementary School will build the schools’ and parents’ capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

   A. The school will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

      - the State’s academic content standards,
      - the State’s student academic achievement standards,
      - the State and local academic assessments including alternate assessments,
      - the requirements of Part A,
      - how to monitor their child’s progress, and
      - how to work with educators:

         1. Two parent teacher conferences are held each school year.
         2. PTO meetings provide information sessions to parents and also provide opportunities for parents to meet with teachers as necessary.
         3. Title I Parent Visitation Day is held each spring.
         4. Gretna Elementary School has an open door policy and parents are invited to volunteer, participate, and observe classroom activities.
         5. Parent workshops are held throughout the year to aid parents in working with students on state content and standards (Knowledge Bowl, Math Day, and Science Family Night).
         6. The VPI program offers monthly parenting workshops.
         7. Other opportunities for teachers to consult with parents include Read Across America, Science Fair, Child Study Intervention Meetings, Grade Level Performances, and other times scheduled at the parents’ or teachers’ request.
         8. A meeting is held at the beginning of each school year with all kindergarten parents to suggest ways parents can ensure the success of their child.

   B. The school will provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

      1. The administration invites all kindergarten parents to an information session during Open House. At this session, parents view a PowerPoint on tips for getting their child ready for kindergarten and family activities they can participate in to help their child succeed. Helpful materials/handouts are also given out to all kindergarten parents at this session.
      2. The VPI teachers and VPI Family Services Coordinator offer monthly parenting workshops.
      3. Parents have access to several websites to help their child with test taking skills (Study Island, SOL Pass, Reading RAZ-Kids, IXL Math,
4. The ITRT is available after school and during the day to assist parents in technology training.
5. A collection of “We Both Read” books is housed in the library to encourage parent/student partner reading. The administration uses the Daily Bulletin on PowerSchool and memos sent home to invite parents to check these books out to read with their child.
6. Teachers provide parents with materials and ideas at grade level workshops to aid their children in the learning process.
7. Newsletters sent home each six weeks keep parents informed of the academic skills that students are being taught in the classroom.

C. The school will, with the assistance of its 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:

1. A parent survey is sent home at the beginning of the school year to encourage parents to share with students and faculty any special talents or skills that they may have. This survey also asks parents to list speakers or field trips that might enhance the students’ educational experience and to list potential business sponsors or partnerships for Gretna Elementary. In addition, the survey asks parents to rate the school’s service to the parents and community and to any list concerns/comments that they may have.
2. Gretna Elementary School has an active volunteer program.
3. Parents are encouraged to come to school and participate in the following activities: Knowledge Bowl, Science Fair, Read Across America, Parent Workshops, Science Family Night, Math Day, Bingo for Books, Title I Parent Day, and Field Day. A parent session of the Dome Theatre program entitled Earth’s Wild Ride will be held on September 15, 2015.
4. The WATCH D.O.G.S. (Dads of Great Students) program is being continued this school year to get dads more involved in his/her child’s education, to increase male involvement in our school, to improve and build up the relationship between the community and our school, and to provide an extra set of eyes and ears to enhance school security and to reduce bullying.
5. The visiting teacher plays an active role at Gretna Elementary involving parents in their child’s education.

D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

The VPI Program at Gretna Elementary has an ongoing collaboration agreement with the Pittsylvania County Headstart Program. Parental involvement activities include:
1. The Start Strong Program is held each spring to coordinate parental involvement with student learning.
2. Monthly parenting workshops assist parents in fostering students’ educational development now for future years.
3. Parents participate in Pajama Day, Snowball Festival, Jumping into Spring, and Summer Beach Day.
4. Parents are invited to come to school and participate in classroom activities (pumpkin carving, gingerbread houses, wooden cars from Lowes, etc.)
5. Parents are invited to participate in all field trips and special guest presentations at school (Fire Department visit, Post Office trip, visit to the Gretna strip mall for a treat, visit to VIR and the Airport, visit by Dentist, visit by Deputy or Town Police, visit to the zoo, visit to the circus, visit to a farm, and bowling).

E. The school will 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:

The ESL teacher participates in any parent-teacher conferences, meetings, or phone calls when needed to ensure that all information is understood by ESL parents. Also, any information sent home to ESL parents related to school and parent programs is sent home in an understandable format.

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ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Title I Meeting Agenda, attendance at the meeting, and the Minutes of the Title I Meeting.

This policy was adopted by Gretna Elementary School on August 10, 2015 and will be in effect for the period of the 2015-2016 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before December 14, 2015 by posting on the GES website.

___________________________________________
(Signature of Principal)

___________________________________________
(Date)
Gretna Elementary School
School Parent Compact
2015-2016

Gretna Elementary School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State’s high standards.

This school-parent compact is in effect during school year 2015-2016.

School Responsibilities

1. Gretna Elementary School will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State’s student academic achievement standards as follows:

Gretna Elementary School will provide various experiences through which students may acquire a good foundation in the skills of language arts, mathematics, social studies, science, health, and technology. The faculty and staff of Gretna Elementary School work diligently to ensure the success of all students in a supportive and effective learning environment that enables the students to meet the State’s academic achievement standards. Evidence of high quality curriculum and instruction include:

   A. Intervention services are provided for those students who do not meet the PALS benchmark through the PALS program.
   B. PowerSchool is utilized to record student achievement, generate reports, track student performance, and share data with parents.
   C. Professional Learning Community meetings are held bimonthly to discuss pertinent educational information and to disaggregate data obtained from common assessments and SOL tests.
   D. Instructional Meetings are held weekly after school to train teachers in effective instructional strategies and to give the teachers an opportunity to create weekly Math and Reading Tests, to group students into Enrichment, Tier I, Tier II, and Tier III groups for remediation purposes, and to record student data in Excel. Teachers will also share ideas on how to tier their instruction to meet the needs of the students.
   E. Differentiation strategies are used to enhance student performance.
   F. Teachers will have a reading incentive program to encourage students to read each night to increase reading comprehension and fluency.
   G. Writing samples are collected by the administrators each six weeks to monitor writing instruction across the curriculum.
   H. A Science Fair and Science Family Night are held in the spring to increase understanding of the scientific method, reading, writing, and problem solving.
   I. MAP assessments and IA assessments will be conducted to determine strengths and weaknesses of the students which will allow teachers to adjust their instruction. Student Performance by Question data and grade level common assessments are used to plan instruction and track student performance.
J. Teachers will remediate students as needed Reading and/or Math.
K. Remediation is provided by administrators, tutors, teachers, and paraprofessionals.
L. Teachers are required to utilize higher level thinking strategies and Enhanced Technology Items to enhance student performance by creating weekly Reading and Math tests with at least half of the test items being higher level thinking questions and/or Enhanced Technology items.
M. The administration and teachers encourage student motivation through recognition and rewards.
N. Study Island, SOL Pass, IXL Math, SOL Released Test Items, IQ Poquoson, Reading RAZ-Kids, Think Central and PearsonSuccessNet are used to enhance test taking skills.
O. The Book Buddies tutorial program is utilized to provide one-on-one intervention for children who are at risk for reading failure.
P. Teachers participate in Staff Development throughout the year (MAP and IA training, Differentiated Instruction, Evaluations Procedures, Core Content, and Technology Training, which includes enVision Math, Study Island, Reading Journeys, RazKids, Ipad Apps, SmartBoard, IXL Math, Learning Pads, and Document Camera).

2. **Gretna Elementary School will hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child’s achievement.** Specifically, those conferences will be held:

Gretna Elementary School will hold two parent/teacher conferences during the 2015-2016 school year. These conferences will be held on October 1, 2015 and January 21, 2016 from 3:30 PM until 6:30 PM.

3. **Gretna Elementary School will provide parents with frequent reports on their children’s progress.** Specifically, the school will provide reports as follows:

At Open House and Back to School Night, teachers provide parents with a description of the curriculum, academic assessments, grading procedures, and student expectations. In addition, Gretna Elementary School provides parents frequent reports on their children’s progress through letters sent home, parent-teacher conferences, phone calls, student progress reports and reports cards, parent workshops and meetings, emails, and information sent via PowerSchool.

4. **Gretna Elementary School will provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:

In addition to parent/teacher conferences, the staff is also available for consultation with parents at PTO meetings, Back to School Night, Title I Parents’ Day, Read Across America/Reading Fair, Science Fair, Science Family Night, Math Day, Parent Workshops, Child Study Intervention Meetings, Grade Level Performances, and other meeting times scheduled at the parents’ or teachers’ request.

5. **Gretna Elementary School will provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities,** as follows:
Gretna Elementary School has an open door policy. Parents are invited to volunteer, participate, and observe classroom activities. We do ask that parents who would like to observe notify the teacher(s) in advance. Gretna Elementary School has an active parent volunteer program. Parents who would like to volunteer complete a volunteer application and then are assigned to work where they are most needed. Parents are always welcome to come to school and eat breakfast or have lunch with their child and participate in any school activities. In the spring, a Title I Parent Visitation Day is designated for parents to eat lunch and observe in their child’s classroom. Other opportunities for parents to participate include but are not limited to: Book Fair (September 28 – October 2, 2015), Science Family Night (TBA), Science Fair/Math Game Night (TBA), Parent Workshops, Read Across America/Reading Fair (February 25, 2016), Math Day (February 12, 2016), Knowledge Bowl (April 7, 2016), Field Day (May 11 & 12, 2016), and the WATCH D.O.G.S. program.

Parent Responsibilities
We, as parents, will support our children’s learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television/video games my child watches/plays.
- Encouraging my child to read at least 20 minutes each night.
- Volunteering at school.
- Participating, as appropriate, in decisions relating to my child’s education.
- Promoting positive use of my child’s extracurricular time.
- Participating in school events (PTO Meetings, Parent/Teacher Conferences, Book Fair, Read Across America/Reading Fair, Science Family Night, Parent Workshops, Classroom Performances, Science Fair, Knowledge Bowl, Title I Parents’ Day, etc.).
- Staying informed about my child’s education and communicating with the school by promptly reading all notices from the school either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as the Title I Advisory Council, Title I School Improvement Team, or other school advisory or policy groups.

_________________________________________  __________________  __________________
School                                    Parent(s)                              Student

_________________________________________  __________________  __________________
Date                                      Date                                   Date

(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)