

**Ringgold Elementary Parent
and Family Engagement Policy
Ringgold Elementary School**

2018-2019

Revised: 4/4/18 Approved 4/17/18



Parental Involvement Vision:

In the life of a child, there are many teachers but none more important than parents. Research tells us that parent involvement makes a big difference. When schools welcome families, establish personal relationships among families and staff, help parents understand how the system works, and encourage family-staff collaboration to improve student achievement, students do better in school, and in return, the school gets better.

What is Title I?

Ringgold Elementary School is a Title I school as part of the Elementary and Secondary Education Act of 1965 (ESEA). Title I is designed to support State and local school reform efforts tied to challenging State academic standards in order to reinforce and enhance efforts to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support parent involvement. All Title I schools must jointly develop with all parents a written policy.

This plan describes how RES will provide opportunities to improve parent engagement to support student learning. It also describes the different ways that RES will support parent engagement and how parents can help plan and participate in activities and events to promote student learning at home and school.



Our Policy:

1. Parent input into the Title I process, including the budget, is sought on the website and at all meetings. The parent advisory council with all parents invited meets at least twice per year so the policy can be updated **jointly** and be **distributed** to parents and community.
2. It will be our practice to convene an **Annual Meeting** inviting and encouraging all parents to attend. This meeting will be just one of several ways of informing parents of Ringgold Elementary School's **participation in Title I** and **explaining Title I**, its **requirements**, and **parents' rights to be involved**. The Annual Meeting will be held at a convenient time for parents and will have the following items available: Agenda, Testing in Georgia, Georgia Curriculum, Components of Title I Schoolwide Programs, and system and School Parent Involvement Policies.
3. Meetings for parents will be scheduled at various times in order to allow parents **flexibility** to fit their schedules. The parent involvement coordinator will assist with carpooling and free adult transportation is available during the day. Ringgold Elementary School will assist as much as possible to overcome **barriers** for parents.
4. Ringgold Elementary School seeks to involve parents in an **organized, ongoing, timely way in planning, revising, and improving the Title I program**. This includes Ringgold Elementary School's Parent Involvement Policy and the school-wide plan each being **revisited** several times a year. An annual survey will be collected in the Spring. Information gleaned from the survey will be used in the revision process.

We need to hear from you about what we can do to improve your child's education. Check below how we can do that best:

- I would like a conference with my child's teacher.
- I need more information about what my child is learning this year.
- I want to know how Title I money is being spent on my child's education.
- I would like to make the following suggestion regarding how Title I money is spent:
- Other:

My name is:

Phone:

Email:

Return to your child's teacher.



Family Engagement



Ringgold Elementary Family Center



RES Family Center

Available Daily During School Hours

Come visit the Family Center to check out books, study materials and to learn about the Parent Portal.

Would you like to volunteer at
Ringgold Elementary School?
Text @resfami to 81010

to receive volunteer updates via Remind.



5. Ringgold Elementary School will provide **parents timely information in a language parents can understand** regarding:

- Title I programs in the school
- Results of the annual **state-wide assessments** including **school performance** profiles
- **Individual student assessment** results and **interpretations** of those results
- Other assessments used to measure student progress and the proficiency levels the students are expected to meet
- Opportunities for **regular meetings** to formulate **suggestions**, share experiences, and **participate in decisions relating** to the education of their children
- Description and explanation of the school **curriculum**
- **Responses** to parent suggestions
- Collection of all **unsatisfactory parent comments** regarding the school-wide plan, attachment of those comments to the plan, and submission to the Catoosa County Title I Office
- An interpreter will be provided if needed.

6. In keeping with what it means to be a Title I school and to **build capacity**, Ringgold Elementary School will provide assistance to parents in such areas as:

- State **standards**
- School improvement status and actions
- Components of the school's school-wide plan

- State **Assessments**
- Requirements of Title I
- Ways to **monitor their children's progress**
- Ways to participate in decisions relating to the education of their children

This will be accomplished through:
 Newspaper articles, Gaggle, Parent Portal, Calendars, Flyers, Newsletters, Letters, Announcements, Handouts, Student Handbooks, Student agendas, Parent workshops/meetings (held several times a year), Text Messages, Phone Calls, Emails, School Marquee

7. The Parent Involvement Program of Ringgold Elementary School will provide **training/** opportunities such as:

- Referral to the Catoosa County Literacy Center (free GED and literacy training for adults)
- Training to help parents work with their children to improve their children's achievement
- **Other reasonable support as requested by parents** This will include training on testing: Georgia Milestones, and other parent requests. Every effort will be made to provide support to parents when possible.

8. **School personnel will be educated** regarding:

- The value and utility of contributions of parents
- How to reach out to, communicate with, work with parents as equal partners
- Implementation of parent programs
- Building ties between home and school
- Training will be provided several times a year during staff meetings and email. The system and/or school parent involvement coordinators will help with this training.

Parents should note:

- **Take-home activities** written by system parent involvement coordinators correlate to state standards. Parents may request these through the RES coordinator.
- The Catoosa County Learning Center offers Literacy, technology and GED training free of charge to parents. Those interested should see the parent involvement coordinator for details.
- The Catoosa County **Collaborative** offers parenting skills classes to parents.
- **Requirements of Title I, Part A** are explained to parents at the Annual Meeting each school year. The Annual Meeting handout is distributed at every parent involvement meeting and is available in the Parent Resource Room.
- **Ways to monitor their child's progress and suggestions on how to improve the academic performance** of their child will be ongoing for parents. Workshops/assistance will also be available to parents in how to best utilize the Parent Portal and homework websites. All curriculum nights focus on student achievement. Again, parents are encouraged to request conferences with teachers or administrators.

- If this policy and/or schoolwide plan is not satisfactory, please contact Gina Haynes at

706-965-2297

or

ghaynes@catoosa.k12.ga.us.

Parent-School Compact

Parent at Ringgold Elementary School are involved jointly in the development of the school compact. The compact is a document designed to help teachers, parents, and students achieve the full potential of students. It is developed jointly and lists the district goals, the school goals, grade specific goals, student goals, and parent goals. Input is gathered through meetings. The draft compact is approved by parents before it is sent home. The compact is then signed by the teacher, student, and parent and used in parent-teacher conferences.

Goals for Student Learning

District Goal

1. **To improve the percentage of students scoring proficient (levels 3, 4) in grades 3 through 8**
2. **To improve the percentage of students graduating from high school**

Ringgold Elementary Goal

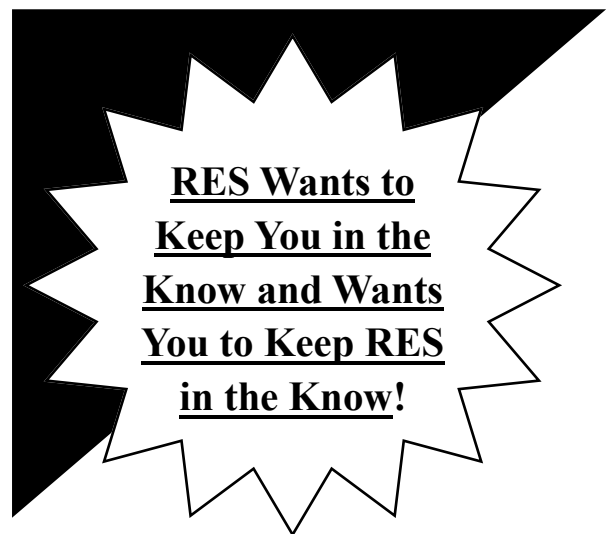
- **Increase the percentage of students who score in the proficient/ distinguished categories in Language Arts by 3 %, Math by 3 %, Science by 3**

We want your input. Please take this document and make suggestions below or on the document itself. We want to improve Parent involvement at Ringgold Elementary School. Let us know how Title I can do a better job. If there is any part of this plan/policy that you feel is not satisfactory with the students' and school's goals for academic achievement, please provide us with your comments below. Return this document to your Parent Involvement Coordinator or to the school office.

9. Ringgold Elementary School values **coordination** with agencies and partnerships. We will work in tandem with the following agencies and programs:

- Family Collaborative
- Catoosa Citizens for Literacy
- Homeless/School Social Workers
- Department of Family and Children Services
- Catoosa County Sherriff's Department C.H.A.M.P.S Program
- Ringgold Fire Department-Fire Safety
- Catoosa Attendance Review Team
- Catoosa County Public Library
- Also included are transition activities from the primary school—2nd to 3rd grades, and transition activities for 5th graders moving in to middle school.

10. Ringgold Elementary School has developed a strong community-based organization that partners businesses and school community together through its Partnership 2000 and Communities in Schools Program. Partners meet several times a year as needed to plan activities and events that support parent involvement as well as school and academic goals. The school policy is available at all meetings.



11. Ringgold Elementary School provide opportunities for parents to learn about child development, issues dealing with child rearing, and information to determine if developmental milestones are being met. These activities are provided at various times for parents to allow full **partnership in their child's education**. Ringgold Elementary School is also committed to providing quality **curriculum and instruction** that helps students served under Title I to meet **performance standards** in an effective learning environment.

Some of those activities include:

- History Night
- Math Night
- Literacy Night
- STEAM Night
- Georgia Milestones Test Information for Parents

12. Parent at Ringgold Elementary School participate in both ongoing and end of the year evaluations that assist in measuring program effectiveness.

13. Ringgold Elementary School provides opportunities for LEP parents, parents of migratory children, and parents with disabilities, to be informed on all parent programs and activities in **a language format that parents understand**. Interpreters are made available as needed.

14. Parents at Ringgold Elementary School benefit from other parent involvement activities that have been requested or recommended through surveys, school council, or PTO.

Timely information will be provided to parents regarding:

School programs - Information is discussed throughout the school year. Teachers, administrators, and the academic coach remind parents of the various school programs available for their children through regular meetings and means listed below.

Results of the annual school review (including school performance profiles)
School administrators are responsible for reporting this information to parents. This is done through the newspaper, website and status letter. Results of the spring Title I survey are shared with the spring Title I Parent Advisory Council and RES School Council.

Opportunities to volunteer in the school – Parents are invited to volunteer at Ringgold Elementary School. A short training is provided. Volunteers will be tapped based on their strengths, talents and availability.

Pamphlets and brochures are readily available at all parent meetings and the Parent Involvement Resource Room. These include but are not limited to ***How to Communicate with Your Child's Teacher, Testing in Georgia, Components of Schoolwide Programs, Georgia Curriculum, and Annual Meeting Agenda.***

School Newsletter Information— A monthly school newsletter is distributed to parents and posted on the website. Timely information is highlighted in the newsletter such as upcoming meetings, school calendar, assessments, etc.

The school marquee serves as an effective reminder.

Faculty and staff are educated yearly on working with parents. They receive training throughout the year on building ties between parents and the school.

Parent meetings are offered throughout the school year on a variety of topics and at **various times** of the day to maximize parent participation. Notification will be done through a variety of media including newsletters, text alerts, telephone calls, letters, home visits, marquee, etc. Attempts will be made to eliminate barriers to parent involvement such as transportation and translation/interpretation needs. **Training** activities are intended to enable parents to work with their children to improve achievement. Planned activities for the 2016-2017 school year are:

- Open House
- Volunteer Training
- Fall Parent Advisory Council
- Literacy Night
- Math Night
- STEAM Night
- Georgia Milestones for Parents
- Spring Parent Advisory Council
- 3rd Grade Transition Meeting



RES Math Night at Food Lion

Keep up to date with your child's standing in each class by 'registering for the Parent Portal and monitoring it .



15. Parents at Ringgold Elementary School take responsibility for supporting their child's learning in the following ways:

- Monitoring attendance
- Homework completion
- Monitoring televisions habits/ computer, video games, cell phones, text messaging
- Volunteering in child's classroom
- Participation in decision making in the education of their child
- Monitoring positive use of extra-curricular time
- Monitoring positive use of technology

16. A 2nd to 3rd Grade Transition Meeting is offered at the end of the school year.



Parent Involvement Program and Activities

Ringgold Elementary School will host events to build capacity for strong parental involvement to support a partnership among the school, parents, and the community to improve student academic achievement. All meetings will be held at **flexible times** in order to offer all parents the opportunity to be involved. Flexible times include meetings occurring at morning, school day, and evening. Catoosa Transit offers low cost transportation, and the RES PIC helps arrange car-pooling.

The parents of students served by the Title I program at Ringgold Elementary School are invited to an **Annual Title I Meeting** where parents are given an explanation of the Title I program and their right to be involved in their children's education. Announcement of the Annual Meeting is done on the school marquee, spring newsletter and local media. In an effort to keep parents fully informed, the following handouts are distributed at the Annual Title I Meeting:

- Agenda
- Testing in Georgia
- Georgia Curriculum
- Components of Title I Schoolwide Programs
- System and School Parent Involvement Policies

Parents are asked to **develop jointly** a parent involvement **policy**, grade-specific **compacts**, and Title I schoolwide **plan**. School principals are directly involved in developing and revising all policies and procedures related to federal programs in compliance with federal guidelines. Input is solicited throughout the year at every meeting and on the school website. Revision of these documents will be done by the Title I Parent Advisory Council at the end of the school year in order that these documents can be distributed at the beginning of the next school year. One exception is the compact that is crafted at the beginning of the school year. The parent involvement **policy**, grade-specific **compacts**, and Title I schoolwide plan are available on the school website and Parent Involvement Resource Room —and always distributed at every parent meeting. Documents can be mailed when necessary.

The grade-specific **compacts** stress the importance of communication between teachers and parents. Parents, students, and teachers sign compacts indicating the role each has in the education process.

Typically, parents give input into their role beginning at open house. Teachers are informed about their part in the document and subsequently pen how they will keep parents informed. Teachers work with students to guide them in writing their promises in achieving their best.

Grade-specific compacts are crafted, and parents review, adjust and approve them. Official compacts are approved at the fall meeting of the RES Parent Advisory Council. Compacts are then distributed for signatures and returned by October 31. Compacts should be used at home and at school in parent or student conferences. Compacts include items such as:

- Monitoring attendance
- Attending parent meetings
- Supporting school activities
- Helping with homework



Title I Annual Meeting