

# Tolbert Elementary School



## *Parent and Family Engagement Policy and Plan for Shared Student Success*

### **2017–2018 School Year**

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<http://www.tes.gcbe.org>  
Plan Revised May 18, 2017*

### **What is Title I?**

Tolbert Elementary is identified as a Title I. Title I is designed to support State and local school reform efforts tied to challenging state academic standards in 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 and family engagement. All Title I schools must jointly develop with all parents a written parent and family engagement policy.

## **School Plan for Shared Student Achievement**

### **What is it?**

This is a plan that describes how Tolbert Elementary will provide opportunities to improve parent engagement to support student learning. Tolbert values the contributions and involvement of parents to establish an equal partnership for the common goal of improving student achievement. This plan describes the different ways that Tolbert will support parent engagement and how parents can help plan and participate in activities and events to promote student learning at school and at home.

### **How is it revised?**

Tolbert offered multiple opportunities for the parent and family engagement policy to be revised. Input was sought at all PTO meetings/events, a paper copy of the plan was available for review and evaluation in the front office at all times, and parent input was sought via multiple parent surveys. School quarterly newsletters also invited parents to provide input on this policy, as well as the schoolwide plan, our school-parent compact and the parent and family engagement budget. Additionally, parent input and comments regarding this plan are welcome during the school year through an online contact feature. The plan is posted on our school website for parents to view and submit feedback throughout the year. All parent feedback received during the year will be used to revise the plan for the next school year. We also distribute an annual survey online and in student communication folders to ask parents for their suggestions on the plan and the use of funds for parent and family engagement. Parents can also give feedback during several parent meetings and activities during the school year, including PTO events, parent conferences, Santa's Workshop, and math and literacy events. Feedback is shared with the District Title I office.

### **Who is it for?**

All students participating in the Title I, Part A program, and their families, are encouraged and invited to fully participate in the opportunities described in this plan. Tolbert will provide full opportunity for the participation of parents with limited English, parents with disabilities and parents of migratory children.

### **Where is it available?**

At the beginning of the year, the plan is posted on the school website and is also available in print in the Front Office. Parents can also retrieve a copy of the plan at the Parent Resource rack in the front lobby.



### *2017–18 District Goals*

All Gordon County Schools' students will increase academic achievement in Pre-K through 12<sup>th</sup> grade through the use of data-driven decision-making and instruction that ensures a rigorous, collaborative, engaging learning environment that is both safe and nurturing.

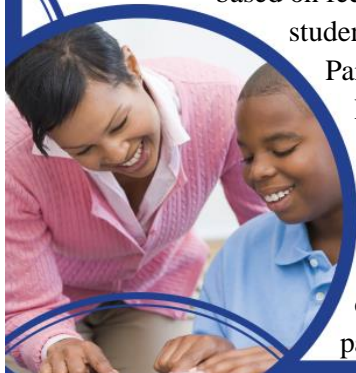
### *2017–18 School Goals*

**Grades K-2 ELA and Math:** All students will increase fluency by 5%.

**Grades 3-5 ELA and Math:** The percent of students scoring proficient and distinguished on the Georgia Milestones Assessment will increase by 5%.

### **School-Parent Compacts**

As part of this plan, Tolbert and our families will develop a school-parent compact, which is an agreement that parents, teachers, and students will develop that explains how parents, the entire school staff, and students will work together to make sure all our students reach the State's high standards. The compacts will be reviewed and updated annually based on feedback from parents, students, and teachers during Parent and Family Engagement Events and the School Forum. Parents will keep the compacts for reference. Teachers will use compacts as a guide in parent conferences.



## **Teaching and Engaging Students Together!**

Tolbert Elementary will host the following events to build the capacity for strong parent and family engagement to support a partnership among the school, parents, and the community to improve student academic achievement.

### *Open House – August 1, 2017 (4-6:00 pm)*

Meet your child's teacher and our friendly and helpful school staff for the year.

### *Annual Title I Meeting – September 14, 2017 (5:30 pm)*

We invite you to an evening of learning and sharing about our Title I program, including our parent and family engagement policy, the schoolwide plan, the school-parent compacts, and parents' requirements. Invitations will be posted in teacher newsletters, on the school website, and on social media.

### *Back to School Blast – August 18, 2017 (5-7:30 pm)*

Attend this special STEAM event and learn more about art and science with your child.

### *Volunteer Training – August 24, 2017 (7am-3pm, drop in)*

Learn about the importance of volunteering and being involved in your child's education, various volunteer opportunities around the school, and basic do's and don'ts of volunteering in the school setting.

### *Pastries with Parents – September 14, 2017 (3 pm)*

### *Snacks with Santa – December 7, 2017 (TBA)*

### *Parent-Teacher and Student Conferences – First and Second Semester (TBA)*

Scheduled updates on your child's progress.

### *Egg Hunt – March 31, 2018 (12-2:00 pm)*

### *Volunteer Appreciation – May 10, 2018*

A celebration of parent engagement and the recognition of parent and family engagement impact on school and student success.

### *Early Literacy Training – (TBA)*

Parents of current and upcoming Pre-Kindergarten students can learn how to provide strategies to make your child more successful in school.



## Parent Resource Room

Come visit the Parent Resource Room to check out books, study materials, and activities to use at home with your child. Computers are available for parents to explore the Parent Portal and educational resources.

## Parent and Family Engagement

Tolbert Elementary believes that parent and family engagement 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.
- The carrying out of other activities as described in this plan.

Tolbert Elementary School is committed to helping our parents attend the activities listed in this plan. Please call our Family Engagement Specialist at 706/879-5242 if you need assistance in order to participate in our programs or if you would like more opportunities to meet to improve student achievement.



## Tolbert Elementary is Branching Out!

Tolbert will take the following measures to promote and support parents as an important foundation of the school in order to strengthen the school and reach our school goals. We will:

- ✓ Ensure that all information related to school and parent programs, meetings, and other activities is published in both English and Spanish, posted on the school website, and included in school newsletters for all parents and the community.
- ✓ Provide quarterly trainings for staff during their planning periods on strategies to improve communication with parents and ideas to increase family engagement. Staff will also share best practices during regularly scheduled faculty meetings.
- ✓ Share information in English and Spanish on the school website and in the school newsletter for parents to understand the school's academic standards, curriculum, and assessments as well as the ways parents can monitor their child's progress and work with educators.
- ✓ Communicate with all families and the community on a regular basis regarding schoolwide events and activities through phone messages, social media, Remind 101, and flyers.
- ✓ Work with our parents to develop relevant trainings and helpful presentations to educate our staff on the importance of parent and family engagement in order to build parent capacity.
- ✓ Provide necessary materials and handouts for parents at conferences, meetings, and activities to help parents work with their child to improve their child's achievement.
- ✓ Use our Partners in Education and PTO to improve awareness of the activities and events listed in the school parent and family engagement policy.
- ✓ Offer literacy and computer classes for parents to help further enhance their various educational levels to assist their child academically.
- ✓ Collect feedback from parents regarding the effectiveness of our Parent Involvement efforts at all events, place input cards around the building and post a suggestion form on the school website in order to respond to parents' requests for additional support for parent and family engagement activities.



## Parent and Family Engagement Standards

Tolbert Elementary and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:

1. Welcoming All Families
2. Communicating Effectively
3. Supporting Student Success
4. Speaking Up for Every Child
5. Sharing Power
6. Collaborating with Community

## Parent Teacher Organization

Tolbert invites all parents to join the PTO to share ideas and ways to build partnerships with the school, families, and the community. Parents are encouraged to join the PTO so they can have a greater voice in the school's efforts to better meet the needs of our students, their families, and our community. Parents can also submit their ideas or suggestions at any school activities and meetings, through parent surveys and on the school website. If you would like to learn more about the PTO, please contact Mrs. Angland at 706/629-4404 or [sangland@gcbe.org](mailto:sangland@gcbe.org).

## Parent Teacher Organization (PTO)

- Yes, I am interested and wish to join the PTO
- Please contact me so I can learn more about the PTO
- Please send me notifications about future meetings and updates

Name: \_\_\_\_\_

Child's Name and Grade: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

## Share Your Thoughts

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form in the Main Office:

Name: (optional) \_\_\_\_\_

Telephone Number: (optional) \_\_\_\_\_

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