



ONE-YEAR ACTION PLAN

SCHEDULE OF SCHOOL, FAMILY, AND COMMUNITY PARTNERSHIPS TO REACH SCHOOL GOALS

School: Shirley Hills Elementary		School Year: 2018-2019			
GOAL 1: ACADEMIC: Increase student achievement in the following areas: All Kindergarten-5th grades students will advance to the next grade in the Fall of 2019 reading on grade level-fluency, comprehension, and collaboration, and vocabulary acquisition and use. All students in grades Kindergarten-5th grades will be able to perform basic math operations- addition, subtraction, multiplication and/or division.					
PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Open House	Parents are invited to go into their child's classroom to hear about what is required of every student in order to meet or exceed the state mandated standards in their grade.	1	August 30, 2018	Pre-K -5 th	FEC Principal API APD Classroom Teachers
Family Learning Nights	Parents will rotate through stations which offer various problems/activities in Math or Reading. Families will be provided numerous strategies to help them solve the problem or complete a reading activity. Families will go home with the same resources/strategies they used during the Learning Nights to use at home to help their student.	1	<u>Kindergarten-5th Family Math Night</u> November 8, 2018 <u>Family Reading Night</u> TBD for 2019	PreK-5 th Grades	FEC Classroom Teachers
Georgia Milestones Parent Night	Families of students in grades 3 rd -5 th will be invited to attend a Milestones Night, which focuses on the State Mandated Testing. Parents will be introduced to mock test questions so they can somewhat experience what it is their child must know. Parents are also given handouts, which includes but is not limited to ways a parent can help prepare their student for the testing.	1	Spring of 2019	3 rd -5 th Grades	FEC Classroom Teachers

*Activity Types: 1=Academic/Capacity Building
4=Professional Development

2=Welcoming Climate
5=Transition

3=Shared Decision Making
6= Community Collaboration

<p>Parent Learning Lunches</p>	<p>Parents start out by going to their child's classroom to do hands on activities in one or more of the following subjects:</p> <ul style="list-style-type: none"> • Math • Language Arts, Reading, and Writing <p>Parents then go to the Media Center for a question and answer session with our Math EIP and Reading EIP teachers while eating lunch. Parents are informed concerning student state testing requirements. The parents are made aware of the Parent Resource Center, school website, district website, and state website where there are many resources available. Every Parent regardless of their attendance at the event are given copies of everything covered during the Parent Lunch and Learns to refer back to when helping their child at home. All Parents are given regardless of their attendance at the Parent Learning Lunches or Parent Learning Nights are given something that is specific to their student (i.e. a test grade or a writing piece). All surveys are used to help us determine what is working within the Academic part of our Parent Engagement Program.</p>	<p>1</p>	<p><u>K-2nd</u> September 21, 2018 TBD for 2019</p> <p><u>3rd-5th</u> October 19, 2018 TBD for 2019</p>	<p>K-5th Grades</p>	<p>FEC Principal API EIP Math Teacher EIP Reading Teacher Classroom Teachers</p>
<p>Houston County Math Newsletter</p>	<p>Every student in Grades K-5th Grades will go home with a Math Newsletter every time they start a new Math Unit. The Math Newsletter is created and sent out for schools to use by the HCBOE Math Department. Parents are able to see what their student will be learning in a particular unit and examples will also be provided for parents to refer to when helping their student at home.</p>	<p>1</p>	<p>At the beginning of every Math Unit</p>	<p>K-5th Grades</p>	<p>Classroom Teachers</p>

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GOAL 2: WELCOMING CLIMATE: Increase the percentage of parents that feel welcome at Shirley Hills Elementary.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Annual Title I Meeting	SHES Families are given an overview of the Title I program here at the school. All of the different components of the Title I program such as Budget, Family Engagement, and the curriculum are covered. Parents are also given several opportunities to ask questions or make comments concerning the Title I program. The FEC asks all parents to fill out a survey at the end of the meeting.	2	August 30, 2018	Pre-K-5 th Grades	FEC Principal Assistant Principal of Instruction APD
Parent Volunteer Orientations	Parents who wish to volunteer within the school or go on field trips must attend a 30-minute orientation. The orientation gets parents familiar with the rules of the school and county. Parents are also required to fill out and have an approved background and confidentiality form on file before they can volunteer within the school setting. Once they have attended an orientation and have an approved background form on file they are ready to volunteer within the school or county for a period of 5 years. Parents are also able to complete a volunteer orientation online through our school website. This allows parents who are unable to attend orientation on site at the school.	2	On-going	Pre-K-5 th Grades	FEC

<p>Father and Daughter Dance</p>	<p>Dads and Male Role Models are encouraged to come and spend an evening with their girl. An invitation goes home with every student a month before the event and can sign-up to participate a week out from the event. The Action Team decorates and prepares the lunchroom for the dance as well as teacher and school staff volunteers. This is an annual event where Dads can make memories that will last a lifetime if they choose to attend.</p>	<p>2</p>	<p>TBD</p>	<p>Pre-K-5th Grades</p>	<p>FEC Principal Classroom Teachers</p>
<p>Watch D.O.G.S. (Dads of Great Students)</p>	<p>This is a Male Mentoring Program where Dads, Uncles, Grandfathers, etc. are asked to spend a day rotating through various classrooms just getting to know the students.</p>	<p>2</p>	<p>TBD</p>	<p>Pre-K-5th Grades</p>	<p>FEC Parent Volunteers</p>

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GOAL 3: SHARED DECISION MAKING: Increase the number of parents who participate in shared decision making opportunities.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Shared Decision Making Meeting for Parents	Primary Source for Input Parents are invited in to be a part of the decision making process here at the school. Parents are invited to come and view the Compact and Parent Engagement Plan and make any suggestions/changes that should be made to these documents for the upcoming school year. Parents are encouraged to put their suggestions or comments on a comment card which is provided for them prior to the meeting beginning. Parents who are unable to attend are made aware well in advance of the meeting they can request copies of any of the above Title I documents to be sent home. Parents are also provided a comment card that is to be returned to the PEC so she can include their comments/suggestions with the other cards. Parents are also treated to a free dinner after the meeting.	3	March/April 2019	Pre-K-5 th Grades	FEC
Shared Decision Making Meeting for Faculty	Secondary Source for Input The faculty is invited to be a part of the decision making process for the school. The faculty meets during one of their grade level planning meetings to go over their Grade Level Compact, Parent Engagement Plan and make any suggestions/changes to these documents for the upcoming school year. The staff uses comments/suggestions from the Parent Shared Decision Making to help them with their decisions and suggestions. The FEC also shares with the staff what events were popular with parents by noting the attendance at every event.	3	March/April 2019	All School Staff	FEC

<p>Parent Action Team Meetings</p>	<p><u>Secondary Source for Input</u> The purpose of the Parent Action Team is for parents to assist with the planning and development of parent engagement activities, creating and updating the grade level compacts, and helping create the parent engagement plan. The parents and staff on the team are asked to give feedback and make suggestions at all monthly meetings. All parents are invited to the monthly meetings through the weekly mustang update, bi-monthly newspaper, school website, and through the school sign.</p>	<p>3</p>	<p>October January March</p>	<p>Parents of students in all grade levels</p>	<p>FEC</p>
<p>Parent Satisfaction Survey</p>	<p><u>Secondary Source for Input</u> In the early Spring all Families receive a survey where they are asked to rate our School-Wide Title I Program. The returned surveys are tallied to help give the school an overall picture of how we are doing as a school and also point out areas where we may need improvement. The survey is used to plan events and activities for the next school year.</p>	<p>3</p>	<p>February-March 2019</p>	<p>All</p>	<p>FEC</p>
<p>Online Feedback Form</p>	<p><u>Secondary Source for Input</u> Parents are encouraged to submit an Online Feedback Form at any time during the school year. Parents are notified of the Online Feedback Form through Parent Learning Lunches, Family Learning Nights, School Website, School Newsletters, and Class Dojo. Feedback is gathered all year and used to keep school staff informed and used for planning activities the following year.</p>	<p>3</p>	<p>Ongoing</p>	<p>All</p>	<p>FEC</p>

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GOAL 4: PROFESSIONAL DEVELOPMENT FOR STAFF: Increase the faculty and staff's understanding of the importance of parent engagement and how to communicate with and work with parents as partners. (2 opportunities per semester requirement)

PD ACTIVITIES	TOPICS and DESCRIPTIONS	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
PD of Staff Activity #1	<p><u>Presenting the Compact to Parents</u> The FEC meets with the staff to go over how they are to present the Compact to parents during October 2018 parent-teacher conferences. The FEC will also discuss the guidelines and dates for sending home the grade level compacts and where the compact and receipt of handbook forms are to be stored. The FEC also goes over upcoming events for Parent Engagement with the first one on the list being Parent Learning Lunches in September and October. The FEC also gives a synopsis of her job.</p>	4	September 11-14	All Faculty	FEC
PD of Staff Activity #2	<p>The FEC meets and collaborates on a regular basis with faculty and staff members to provide them with professional development on the importance of parent engagement and how it leads to student achievement. The information is presented to the staff through staff meetings, grade level meetings, and emails. Some of the topics covered will be Welcoming Climate Walkthroughs x2, Grade Level Compact Reviews, Knowing your Title I Terms, and Getting ready for next year 2018. The FEC also ask parents and staff for suggestions of trainings in surveys given out throughout the school year. The surveys suggestions are used to help plan for the upcoming school year staff trainings.</p>	4	TBD	All Faculty	FEC

<p>PD of Staff Activity #3</p>	<p>The FEC meets and collaborates on a regular basis with faculty and staff members to provide them with professional development on the importance of parent engagement and how it leads to student achievement. The information is presented to the staff through staff meetings, grade level meetings, and emails. Some of the topics covered will be Welcoming Climate Walkthroughs x2, Grade Level Compact Reviews, Knowing your Title I Terms, and Getting ready for next year 2018. The FEC also ask parents and staff for suggestions of trainings in surveys given out throughout the school year. The surveys suggestions are used to help plan for the upcoming school year staff trainings.</p>	<p>4</p>	<p>TBD</p>	<p>All Faculty</p>	<p>FEC</p>
<p>PD of Staff Activity #4</p>	<p>The FEC meets and collaborates on a regular basis with faculty and staff members to provide them with professional development on the importance of parent engagement and how it leads to student achievement. The information is presented to the staff through staff meetings, grade level meetings, and emails. Some of the topics covered will be Welcoming Climate Walkthroughs x2, Grade Level Compact Reviews, Knowing your Title I Terms, and Getting ready for next year 2018. The FEC also ask parents and staff for suggestions of trainings in surveys given out throughout the school year. The surveys suggestions are used to help plan for the upcoming school year staff trainings.</p>	<p>4</p>	<p>TBD</p>	<p>All Faculty</p>	<p>FEC</p>

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GOAL 5: TRANSITION: Increase the amount of support provided to families as students transition through school. Increase the coordination/collaboration efforts with early education programs and college career ready resources.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Daycares, Pre-K, and Kindergarten	The FEC will present every upcoming Pre-K Daycare and Off Campus programs with packets containing a welcome letter, parking map, school drop off and pickup procedures and information concerning what their student will be learning for the upcoming school year. Parents of Pre-K programs that feed into our school are also given the information packet. Parents are also encouraged to meet with the FEC and tour the school in person and ask questions.	5	May 2019	Daycares and Off Campus Pre-K Programs	FEC
Pre-K to Kindergarten	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	Pre-K	FEC
Kindergarten to 1st Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	Kindergarten	FEC
1st to 2nd Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	1 st Grade	FEC
2nd to 3rd Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	2 nd Grade	FEC

3rd to 4th Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	3 rd Grade	FEC
4th to 5th Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them for the next grade level.	5	May 2019	4 th Grade	FEC
5th to 6th Grade	Parents are invited in to attend a graduation ceremony. Parents are presented with packets containing information and resources parents and students can work on over the summer to prepare them Middle School.	5	May 2019	5 th Grade	FEC

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GOAL 6: COMMUNITY COLLABORATION: Increase community engagement and participation in school activities.

C.C. ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Help a Child Smile Dental Program	The "Help A Child Smile" Dental Program" is a program where students are able to receive "FREE" dental care if they qualify. If students have insurance they can still participate by paying a small copay. A form is sent home with every student. Parents can also enroll their child through an online form as well. The Dental program uses the information the parents provide in enrollment to know what type of dental services a student will receive at their visit. The Dental program is able to clean teeth, do x-rays, pull teeth, fill cavities', and perform fluoride treatment. Students are also referred to other doctors for dental work that is outside their scope. Every student is seen at least 2 a year and sometimes more depending on the needs of the students.	6	September 18, 2018 March 2019 April/May 2019	Pre-K-5 th Grades	FEC Dental Program Employees
Neighborhood Church Tutoring	The neighborhood church located across from the school provides supplies and tutoring for some of our students. They also provide Pizza and Drinks for our 5 th grade graduation.	6	Every Tuesday	Pre-K- 5 th Grades	FEC Church Classroom Teachers

<p>Trinity United Methodist “Kids in Our City”</p>	<p>Several times throughout the school year, students in grades 1st-5th grades are offered the opportunity to take different classes “Free” of charge. Transportation is also offered. Some examples of classes students can take are Game On! - Learning about sportsmanship while playing board games, Basketball-Students have fun while increasing skills at basketball, Kid Chefs- Kids mix up fun in the kitchen! In addition, get to eat it too! Let us Dance- Learning movement, rhythm, and performance. Music: - Children have fun learning rhythm games while also learning to read music and perform with hand bells. Music: Choir and Drama- Students learn a musical and will perform in December. Sew Fun- Learn the basics of sewing, Tablet Time- Explore and learn about various applications on tablets and computers, Taekwondo- Build character and sportsmanship, while learning the basic of this style of martial arts.</p>	6	On-going	3 rd -5 th Grades	School Church
<p>4-H Club</p>	<p>Students in grades 3rd-5th are invited to participate in a club that teaches them life skills, leadership skills, and other skills (archery, horseback riding, painting, writing poetry, sewing...etc...) The group meets once a month with the teacher representative and County Extension Representative. Students are also encouraged to enter contest such as the Georgia Fairs various 4-H contest. These contests also help students to possibly be able to attend Summer Camp.</p>	6	On-going	3 rd -5 th Grades	Teacher Sponsor 4-H Representatives
<p>Mt. Calvary “Rebecca’s Garden”</p>	<p>Mount Calvary Chapel WR has collaborated with our school to provide free tutoring for our students in grades 1st-5th grades after school on Tuesdays of every week while the students are in school. The program runs from 4:00pm-7:00pm. Transportation and Snacks are provided as well as tutoring, homework help, playtime, a field trip once a semester, and dinner.</p>	6	On-going	All Grades	Church Volunteers School

<p>First Baptist; Garmon Street</p>	<p>Parents can take their child to be tutored on Tuesdays and Thursdays from 6pm-7pm at the church. There isn't a sign-up process parents just need to show up with their child.</p>	<p>6</p>	<p>September-March</p>	<p>All Grades</p>	<p>Church Volunteers</p>
<p>"Help A Child Smile" dental program.</p>	<p>Every student is given the opportunity to have dental work provided through this organization. Every student goes home with an information packet. This program provides dental services on the school campus at least 2-3 times per school year. Students who are enrolled in the program by their parents are seen twice per school year for cleanings and if needed cavities are also filled. If more extensive work is required patients are referred out to another dentist who can provide the service.</p>	<p>6</p>	<p>Ongoing</p>	<p>All Grades</p>	<p>"Help A Child Smile Dental Employees"</p>