



ONE-YEAR ACTION PLAN

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

School: Miller Elementary		School Year: 2019-2020		
GOAL 1: ACADEMIC: Increase student achievement in the following areas: For the 2019-2020 school year, Miller Elementary will increase its CCRPI score by 3% between the 2018 baseline data of 63.7% and 100%.				
PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Open House	Teachers invite families to visit their child’s classroom to learn about academic expectations, assessments, standards, and to view student work.	29 Aug 2019	All	MES Staff
Parent Academic Information Night	Provide families with organizational tips as well as reading, writing, and math strategies to make homework time more productive.	16 Sep 2019	K – 5	Grade Level teachers Parent Eng. Coordinator
EIP Parent Night	Provides parents of EIP students information about the EIP program. Special invitation only.	26 Sep 2019	K – 5	EIP Reading and Math Teachers
Coffee and Curriculum	Parents will gain an understanding of their child’s reading, writing, & math abilities as well as learn strategies to help improve their abilities in those areas.	1 Oct 2019 6 Feb 2020	K – 5	Grade Level Teachers Parent Eng. Coordinator
Parent/Teacher Conferences	Teachers and parents discuss student academic progress and the school-parent compact. Parents receive strategies to help improve areas where student performance is weak.	14 Oct 2019	K – 5	Grade Level Teachers
Technology Lunch & Learn	Parents will gain knowledge of content standards and technology resources useful to help their child at home.	7 Nov 2019	K – 5	Parent Eng. Coordinator Intervention Parapros

Georgia Milestones Assessment System Parent Workshops	Parents of students in grades 3 – 5 will learn about test expectations, resources to help their child better prepare, and how to read and understand test results.	5 Dec 2019 (3 rd only) 13 Jan 2020	3 – 5	Parent Eng. Coordinator
Grade Level Parent Universities	Parents gain knowledge of their child's academic progress, an understanding of the standards taught, and an explanation of student assessments and results.	Ongoing	K – 5	Grade Level Teachers
Grade Level Math Newsletters	Provides parents with math strategies and examples to help students at home.	Every nine weeks	K 5	K – 5 Math Dept. Grade Level Teachers

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GOAL 2: WELCOMING CLIMATE: Increase the percentage of parents that feel welcome at school.				
PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Annual Title I Meeting	The purpose of this meeting is to inform parents of what it means to be a part of a Title I school. School staff will discuss with parents Title I Plans, curriculum, budgets, parent input and rights as well as family engagement.	29 Aug 2019	All	Administration FEC
Houston County Resource Guide	This resource brochure is available to parents in the Parent Resource Center and during all parent events. The guide lists many of the services and supports that are available throughout the Houston County community.	On-going	All students and families	FEC
Meet and Greet	Families are invited to visit their child’s new classroom and to meet the teachers and staff before the first day of school.	30 July 2019	All	MES Staff
Rocket Nights	Each month beginning in October a different grade level puts on a musical performance that parents of all grade levels are invited to attend.	Oct – May	K – 5	Unthank, Music teacher Grade Level Teachers
Holiday Lunches	Families are invited in limited numbers to have lunch to celebrate the upcoming holiday with their child.	14 Nov 2019 13 Dec 2019	All	Lunchroom staff Williams, PFEC
Dads, Doughnuts, & Dropoffs	Adult male family members or friends are invited to bring their student to school, have a doughnut, & drop their student off to class and meet or greet their child’s teacher.	22 Nov 2019	All	Williams, PFEC

Volunteer Training	Individuals that have passed the background check are invited to the school for a required training.	As needed	All	Williams, PFEC
Honor Roll Celebration	Parents of students making A or A/B honor roll are invited to a short ceremony where students receive a certificate, food coupon, and a parent bumper sticker.	End of every nine weeks	3 – 5	Gibson, API Kelly, Instructional Coach
Parent Resource Room	Parent resource room contains parent resources such as brochures, pamphlets, a parent lending library, and media center computers for parent use.	Ongoing	All	Williams, PFEC

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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	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Shared Decision Making Meeting for Parents	<u>Primary Source for Input</u> Parents are given the opportunity to provide their input regarding Title I plans, budget and programs during an open meeting. The information gathered is used to help plan for the next school year.	19 Mar 2019	All	FEC
Shared Decision Making Meeting for Faculty	Teachers are given the opportunity to provide their input regarding Title I plans, budget and programs during a faculty meeting. The information gathered is used to help plan for the next school year.	22 Apr 2020*	All	FEC
Parent Action Team Meeting (1 required meeting by the end of the 1 st semester)	<u>Secondary Source for Input</u> All parents are invited to give feedback regarding any issues of concern to them.	1 Oct 2019	All	FEC
Parent Satisfaction Survey	<u>Secondary Source for Input</u> Parents are given the opportunity to provide their input regarding the Title I program, budget and supports via a survey. The information gathered is used to help plan for the next school year.	February-March 2020	All	FEC
Online Feedback Form	<u>Secondary Source for Input</u> Parents are given the opportunity to provide their input regarding the Title I program, budget and supports via an online feedback form. The information gathered is used to help plan for the next school year.	Ongoing	All	FEC

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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	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
PD of Staff Activity #1 “Customer Service at its BEST”	This PD will focus on the importance of providing students and families with the best possible customer service and two-way communication. The group will discuss ways of how to make every experience and interaction with a family count.	20 Aug 2019	All Faculty	FEC
PD of Staff Activity #2 “School Parent Compact Review During Conferencing”	During this PD, the content of the School Parent Compact(s) will be reviewed with teachers/counselors. Staff will be reminded of the requirement regarding reviewing the Compact with parents during conferences, as well as, the correct way to document this feedback and collaboration opportunity.	August-September 2019	All Faculty	FEC
PD of Staff Activity #3 “Identifying and Reaching Reluctant or Disengaged Parents”	This PD will focus on identifying disengaged parents of select students who need the additional support from home. A strategic plan for the engagement of these families will devised.	October-November 2019	All Faculty	FEC
PD of Staff Activity #4			All Faculty	

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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	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
School tour	Families new to Miller receive a guided tour of the school by a front office staff.	Ongoing	All	Front Office Staff
Daycare Center Outreach	Local daycare centers in the immediate area receive letters and flyers about dates/times for Pre K and Kindergarten registration at MES.	Spring 2020	Pre K Kindergarten	Central Registration MES Front office staff
Daycare invitations to Kindergarten Readiness workshop	Parents at feeder daycares are invited to attend the Kindergarten Readiness workshop to receive information about Kindergarten to ease transition for parent and child.	26 Mar 2020	Daycare Facilities	Williams, PFEC
Kindergarten Readiness	Pre K parents, incoming kindergarten parents, and local daycare parents are invited to visit Miller and the kindergarten classrooms to introduce new students to Pre K.	26 Mar 2020	Pre K	Williams, PFEC Kindergarten teachers

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GOAL 6: COMMUNITY COLLABORATION: Increase community engagement and participation in school activities.				
C.C. ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Weekly snack bags	Trinity United Methodist Church and the Islamic Center of Central Georgia alternate bi-weekly providing snack bags for students identified as needing extra resources for the weekend.	Aug 2019 – May 2020	All	Williams, PFEC
Summer Rocket Reading	The Nola Brantley branch of the public library sends representatives to inform parent of activities and events at the library during the summer. They also assign library cards to families that need them. Miller provides reading resources for parents.	4 May 2020	All	Williams, PFEC Raina Easdale, Youth Specialist Director