



ONE-YEAR ACTION PLAN

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

School: Westside Elementary School

School Year: 2016-2017

GOAL 1: **ACADEMIC:** Increase student achievement in the following areas: Science, Social Studies, ELA, & Math

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Open House	New and returning families are provided with the opportunity to meet school administration and faculty members. Parents will be given information about class schedules, rules, procedures, reward and consequence system, and disciplinary protocol at Westside.	1	August 16, 2016	Pre-K thru 5	Teachers
Hotdog! We're Reading	Parents and students visit the Media Center for the Book Fair to promote literacy. After visiting the Book Fair, families will enjoy a hotdog dinner in the cafeteria and will have their child read to them.	1	September 6, 2016	Pre-K thru 5	Media Specialist & PIC
Parent Conferences	Westside Counselor, Teachers and Administration conduct parent conferences to inform them about issues concerning their student on an as needed basis.	1	October 2016 and as needed	Pre-K thru 5	Teachers, Counselors, & Administration
STEM Night	Parents and students participate in interactive, hands-on Math/Science activities, experiments, and demonstrations.	1	September 15, 2016	Pre-K thru 5	Faculty, Staff, PIC, & Museum of Aviation

*Activity Types: 1=Academic/Capacity Building 2=Welcoming Climate
4=Professional Development 5=Transition

3=Shared Decision Making
6=Community Collaboration

<p>Are You Smarter Than a Westside Wildcat?</p>	<p>Parents are invited to attend a highly interactive and engaging game in which students have a chance to compete against parents in the areas of Math & Science.</p>		<p>March 10, 2017</p>	<p>Pre-K thru 5</p>	<p>PIC & Teachers</p>
<p>Parent Math, Reading/Writing Workshop Observations</p>	<p>Parents are invited to attend their child's classroom math, reading, and/or writing lessons. Parents will observe how the subject is taught, what the class is learning, and the type of skills the children are learning. When the lesson is complete, parents will be given the opportunity to participate in the workshop.</p>	<p>1</p>	<p>October 2016 - November 2016 and as needed</p>	<p>Pre-K thru 5</p>	<p>PIC, Teachers, & Administration</p>
<p>Ready! Set! READ! : Grits with Grandparents Thanksgiving Lunch Christmas Lunch</p>	<p>After each of the listed events, guests are encouraged to read along with the student and promote literacy development skills. Guests will be provided with comprehension questions to use during the reading exercises. Guests are encouraged to read to their student at least 20 minutes per day.</p>	<p>1</p>	<p>September 9 2016 November 2016 December 2016</p>	<p>Pre-K thru 5</p>	<p>Teachers, PIC, Administration</p>
<p>Parent Workshop: How to Improve Your Child's Success & Test-Taking Skills & Preparation</p>	<p>Parents will be encouraged to get involved and stay involved in their child's academic, behavioral, and social progress. Parents will be given ways to do so.</p>	<p>1</p>	<p>January 2017</p>	<p>Pre-K thru 5</p>	<p>PIC, Teachers, Administration</p>
<p>Computer Literacy & Information Workshop</p>	<p>Fort Valley State University and Westside Elementary will provide parents with the opportunity to improve basic computer skills, learn about internet safety, and explore school supported instructional learning games via the internet.</p>	<p>1</p>	<p>April 2017</p>	<p>K thru 5</p>	<p>Teachers, PIC, Administration, & FVSU</p>
<p>Georgia Milestones Information Workshops</p>	<p>Parents will be presented with a basic GA Milestones introduction and given resources to help their student achieve success on the assessment. Parents will receive helpful hints, advice, and strategies to assist with preparation for the test.</p>	<p>1</p>	<p>April 2017</p>	<p>3 thru 5</p>	<p>Principal, Teachers, & PIC</p>

GOAL 2: WELCOMING CLIMATE: Increase the percentage of parents that feel welcome at school.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Meet & Greet	New and returning families are provided with the opportunity to meet school administration and faculty members. Parents will be given information about class schedules, rules, procedures, reward and consequence system, and disciplinary protocol at Westside.	2	July 27, 2016	Pre-K thru 5	All Faculty & Staff
Annual Title I Meeting	Parents will be presented with information about Title I and how Westside Elementary has planned opportunities to improve parent engagement to support student learning. Parents will have the opportunity to review all Title I documents.	2	August 16, 2016	Pre-K thru 5	All Faculty & Staff
Superstar Student/Parent Luncheon	Students are recognized weekly by Dr. Hammond for good school conduct and exemplifying the word of the week. Parents are notified and asked to join their child for lunch in order to create a welcoming climate for parents and students to enjoy together.	2	August 2016- May 2017	Pre-K thru 5	Administration, Teachers, & Intervention Counselor
Mentoring Program	Students will talk with mentors about class, read together, or do activities, while the mentor provides friendship and guidance. Setting may be one-on-one or a small group and parents are asked for advice on what they would like the mentor to work on with their child.	2	October 2016- May 2017	Selected students identified by counselor, teacher, and parents	Counselor, PIC, Administration
Honor Roll Celebration	Parents are invited to a celebration with their students who have made honor roll for the quarter.	2	Quarterly	3 thru 5	PIC, Administration

Weekly In-Out	Parents will be called each week and played a recording of information regarding the upcoming week's activities.	-	On-going 2016-2017	All Grade Levels	PIC, Administration
School Website, Channel 17	Data will be input off a hard copy calendar and will be updated as needed in order for parents to access at their convenience.	2	On-going 2016-2017	All Grade Levels	Office Staff, Media Specialist, PIC
Monthly Birthday Celebration	Parents are invited to eat on stage on a selected day during their student's birthday month.	2	Monthly	Pre-K thru 5	PIC
Volunteer Training	Informative training session will be held as needed to present the HCOBE's rules and expectations of volunteers. Volunteers will be presented with the different areas of need at Westside.	2	Monthly or as needed	All families of Westside students or other interested individuals and organizations	PIC
Holiday Make and Take	Parents are invited and encouraged to attend and participate in arts and crafts that celebrate the holiday season.	2	December 2016	Pre-K thru 5	PIC, Faculty, Support Staff
Dr. Seuss' Birthday Week Celebration	This celebration will be held to promote reading achievement. On the 6 th , students are encouraged to dress-up as a character from a Dr. Seuss book and walk in a parade throughout the halls. Parents are invited to attend and read with their child and participate in the classroom literacy lesson.	2	February March 2017	Pre-K thru 3	Principal, Teachers, Media Specialist, PIC
Parent Workshop: Discipline	Parents will be presented with various techniques to use when encouraging their children to do what is asked of them.	2	January 2017	Pre-K thru 5	PIC, Teachers, Administration

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
Parent Action Team Meetings	The purpose of the PAC is to assist with planning and development of parent engagement activities for the year, as well as, provide input/feedback regarding the required annual revisions of the Title I documents. All parents are invited and are welcome to participate on this team.	3	September 2016 November 2016 January 2017 March 2017	Pre-K thru 5	PIC & Administrators
Shared Decision Making Meeting for Parents and Other Stakeholders	This event provides parents with an opportunity to engage in the shared decision making process for the school. These days are scheduled each spring to allow parents to come by the school and review relevant Title I and School-wide documents. Parents are asked to share their comments, concerns, suggestions, etc. by completing a feedback card. If parents are unable to come to the school, they can request that copies be sent to them. Parents are encouraged to give their input on how to better improve our Title I processes, procedures, documentation and use of funds.	3	April 2017- Parents May 2017-BST May 2017- Faculty	All parents of students in grades Pre-K thru 5	PIC, Administrators
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GOAL 4: PROFESSIONAL DEVELOPMENT FOR STAFF: Increase the faculty and staff's understanding of the importance of parent involvement and how to communicate with and work with parents as partners.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Staff Development Meeting/Trainings	The Parent Involvement Coordinator meets and collaborates on a regular basis with faculty and staff members to provide them with professional development training on the importance of parent engagement to the educational process. The PIC shares information, resources, and insight about the school's parent program.	4	November 2016 January 2017 February 2017 March 2017	As needed during Professional Learning	PIC, Faculty & Staff
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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 (primary and elementary levels).

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Pre-K Away to K	Parents and guardians have the opportunity to attend a mini Pre-K graduation. Parents have the opportunity to meet the Kindergarten teachers as well as hear an introduction from them. The students will also do a performance.	5	May 2017	Pre-K	Faculty & Staff, Administration
5 th Grade Middle School Visit	Students visit the middle school that they will be attending next year and are provided with valuable information about the school.	5	March 2017	5 th Grade	Counselor & 5 th Grade Teachers
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GOAL 6: COMMUNITY COLLABORATION: Increase community engagement and participation in school activities.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	ACTIVITY TYPE	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Parent Workshop: Behavior	Westside, in partnership with Rainbow House, will present workshops that focus on basic fundamental parenting skills, routines, and discipline.	6	January 2017 March 2017	Pre-K thru 5	PIC, Counselors, Rainbow House
Parent Workshop: Safe Like A Kid Program	Westside, in partnership with HODAC, will present workshops that focus on internet safety, bullying, and child/teen violence. They will also provide parents with information on other resources.	6	March 2017	Pre-K thru 5	PIC, HODAC
Parent Workshop: Positive Parenting	Westside, in partnership with Sheila Ashley Ministries, will present workshops that focus on positive parenting and other important valuable information for parents.	6	February 2017	Pre-K thru 5	S.A.M. (Sheila Ashley Ministries)
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The Six Requirements to Build Parent Capacity for Involvement

Title I schools must carry out the 6 requirements to build parent capacity to be involved in school and their child's education.

1. Provide assistance to parents in understanding:
 - a. State's academic content standards (Common Core Georgia Performance Standards)
 - b. State's academic achievement standards
 - c. State and local assessments
 - d. How to monitor a child's progress
 - e. Work with educators to improve the achievement of students
2. Provide materials and trainings to help parents work with their children to improve their achievement
 - a. Capacity building, learning at home activities
 - b. Literacy training
 - c. Technology training
3. Educate administrators, teachers and staff in the value of parental involvement and how to communicate with, and work with parents as equal partners
4. Coordinate and integrate parent involvement with local Head Start and local daycare/preschool programs
5. Ensure that information is sent out in a format and language that parents can understand
6. Provide such other reasonable support for parental involvement activities