

MINOR ELEMENTARY

THE PLAN... THE PROMISE...

2021-2022



4129 Shady Drive

Lilburn, GA 30047

770-925-9453

<https://www.gcpsk12.org/MinorES>

Revised: May 13, 2021

WHAT IS A FAMILY AND COMMUNITY ENGAGEMENT PLAN?

It is a plan that describes how our school will provide opportunities to improve family engagement that will support student learning at school and at home. All students and their families are invited and encouraged to fully participate in the opportunities described in this plan. The school will provide information and as many opportunities as possible for the participation of all family members.

WHAT IS A SCHOOL-FAMILY PROMISE?

It is a written agreement that outlines how the school, the students, and the family will work together to ensure your child's academic success. An effective School-Family Promise contains the following elements:

- Clear learning goals that are linked to the school's improvement plan
- Specific skills students will learn during the year
- Strategies that staff, families, and students will use to improve student learning
- Ways to extend learning at home
- Methods teachers and family members will use to communicate about student progress
- Opportunities for family members to observe and participate in the classroom
- Jointly developed by families, school staff, students, community business partners, and other stakeholders during our Planning Meeting
- Reviewed and revised throughout the year: online through parents' My Payments Plus accounts, our school website, on student's eCLASS page, during parent workshops and with teachers during fall parent conferences. Additional reminders are sent to families via School Messenger (email only).

LET'S TALK



Minor Elementary is committed to supporting our families with frequent two-way communication regarding their child's learning. Some of the methods we use include: Parent/Teacher Conferences, student agendas, Friday Folders, Parent Portal, My eCLASS, MyPaymentsPlus, email, the school/teacher websites, School Messenger (email only), newsletters, flyers, our school marquee, Zoom sessions, phone conferences and through our school's Parent Instructional Coordinator (PIC) and Parent Outreach Liaison (POL).

If you need interpretation and/or translation services, please contact:

Angélica Loper, (POL) Parent Outreach Liaison

Angelica.Loper@gcpsk12.org

678-380-3160

ACTIVITIES TO BUILD OUR PARTNERSHIP

OPPORTUNITIES FOR FEEDBACK AND INVOLVEMENT:



- Volunteer Orientation Trainings
- Annual Title I Parent Meeting (fall)
- Title I Planning Meeting for 2022-2023 & Document Review (spring)
- Parent Surveys

PARENT WORKSHOPS THROUGHOUT THE YEAR:

- Technology: Introduction to My eCLASS, Parent Portal, MyPaymentsPlus and more
- Helping your Child with Reading, Spelling, and Writing through Learning Phonics and Word Roots
- Helping Your Child Get Ready for Kindergarten



SCHOOLWIDE EVENTS FOR FAMILY LEARNING AND ENGAGEMENT:

- Fall Early Release/ Parent Conferences 10/20/21 and 10/21/21
- Curriculum Night
- Literacy Night Fall Festival
- International Night
- Spring Early Release/ Parent Conferences 3/2/22 and 3/3/22
- STEAM Night (Science, Technology, Engineering, Art and Mathematics)

WHERE IS THE PLAN AVAILABLE?

The Family and Community Engagement Plan and all other Title I information are available on our school's website at <https://www.gcpsk12.org/MinorES> under the Title I Section. Families can also find paper copies of this Family and Community Engagement Plan in our Parent Center or by logging into their MyPaymentsPlus accounts.

HOW IS THE PLAN DEVELOPED AND REVISED?

It is reviewed and revised at least annually during the Planning Meeting in the spring. All feedback forms from the Planning Meeting are submitted to the Office of Federal Programs for review. Families who are not able to attend the Planning Meeting have the opportunity to review draft documents and provide input during the draft document review period, which occurs for a week following the Planning Meeting.

COMMUNICATION

We strive to give information in ways that are both clear and easily understood by parents and families by providing:

- Bilingual support and translation services provided through our Parent Outreach Liaison to the extent possible.

- Multiple ways for families and community to stay informed, such as Class Dojo, Minor Patriot News (flyers and website postings), and eNewsletters via email. Parents may schedule Zoom sessions with teachers, the Parent Center, or other staff upon request.
- Providing flexibility for families in scheduling and times for parent meetings conferences, to the extent possible.
- Offering meetings and parent workshops in different formats, such as Zoom sessions, at various times of the day. When possible, we will post recordings of these sessions to our school's website for those who are unable to attend or need to view the information again.

Parents may also contact their child's teacher directly through email and written requests.

Need to request a meeting or additional help regarding your child?

Anita Hutcheson (PIC) 770-806-2227
Angelica Loper (POL) 770-245-3160

(We can schedule translation services in many languages)

ENGAGING AND EMPOWERING FAMILIES WITH...

- ❖ **Title I Program Information:** Program information is available during the Title I Planning Meeting in the spring and Annual Parent Meetings in the fall, on the school website, and in the Parent Center.
- ❖ **Curriculum Information:** Knowing what your child is learning at school is important. We will keep you informed throughout the year about what your child is learning during parent meetings, conferences, eCLASS, and on our school website.
- ❖ **Student Progress Monitoring:** The Parent Portal is an online resource that allows families to view grades, attendance, schedules, assessment, and your child's results, course history, and much more. Monitoring your child's progress in school is an important way to be engaged.
- ❖ **Parent Resources:** We have many resources available for checkout to use at home with your child. We also

host several parent workshops to empower you as you work with your child at home.

- ❖ **Staff Training:** We will train our staff to effectively communicate with you. Your input on how we train our staff is valuable.
- ❖ **Communication:** We will communicate, to the extent feasible, all information with you in a language and format you understand. Whenever possible, we will provide interpreters during parent workshops, and academic events. Translation is available for most documents.
- ❖ **Transition Support:** Entering a new school can be scary for both students and families. We will host events to make sure both you and your child are aware of what is expected and how you can prepare as your child transitions to a new school level, college, and career.

DID YOU KNOW?

- ✓ Title I is a federal program designed to support school reform efforts to improve teaching and learning for all students.
- ✓ Title I programs are based on effective means of improving student achievement and include strategies to support family engagement.
- ✓ The Title I Office reserves at least one percent of the district's allocation to fund family and community engagement programs. The use of these funds is based on suggestions gathered at our spring Planning Meetings from families and community members. Funds are distributed equally to all our Title I schools.
- ✓ Childcare and/or transportation may be provided for meetings and school events.

**Quality Practices,
Revolutionary Results!**

OUR DISTRICT GOALS

Language Arts: All students will graduate as analytical readers, writers, and communicators of language.

Math: Students are expected to demonstrate proficiency through a deep understanding of numeracy with the ability to compute with fluency, think critically, and communicate their mathematical reasoning effectively.

Science: Students will develop a strong content understanding in the Earth, life, and physical sciences as well as develop problem-solving and critical-thinking skills.

Social Studies: Students will develop a strong understanding of themselves and their role and responsibility in society by discovering the heritage of their nation within a global context.

OUR SCHOOL GOALS

We will provide all students with high quality curriculum and instruction in a supportive and effective learning environment to meet high academic standards.

The percentage of our students in the Proficient and Distinguished levels at each grade level will increase as measured by the end-of-year English Language Arts (ELA) District Assessments (DAs). All students will make at least one year of growth as measured by the BAS Reading Assessments.

Foundational Skills we will target this year in order to strengthen comprehension as it relates to decoding or identifying meanings unfamiliar words:



- **Kindergarten-** Phonics – letter names and sounds
- **1st Grade-** Phonics - blends, vowels, and decoding
- **2nd Grade-** Distinguish long/short vowels, common prefixes and suffixes, irregular spellings
- **3rd Grade-** Identify prefixes/common Latin suffixes
- **4th Grade-** Use letter-sound correspondences and syllables to study word patterns
- **5th Grade-** Use root words, prefixes and suffixes to figure out the meaning of unknown words

WORKING TOGETHER TO ENSURE SUCCESS

Minor Elementary will...



Provide learning opportunities for parents to help them support their child's academic learning at home by:

- Offering workshops and schoolwide events that teach strategies to support the AKS at each grade level.
- Distributing take-home learning kits, tip sheets or resource lists available at each event. Books and learning games can also be checked out from the Parent Center throughout the school year.
- Sharing electronic resources through newsletters, our school websites, and links on My eCLASS to learning videos, practice games and other helpful websites that align with the AKS and their child's specific needs.

Scott Frandsen

5-13-2021

Principal's Signature

Date

As Students, we will...

Practice to improve our literacy skills by:



- Using strategies and materials our parents receive through workshops and schoolwide events.
- Using materials, home-learning kits and other resources from the Parent Center.
- Using electronic resources my parents share with me to practice literacy skills in fun and interesting ways.

As Families, we will...

Work together on literacy skills by:



- Attending parent workshops or schoolwide events to the extent possible. If we cannot attend, we can contact the PIC for resources from the event.
- Asking the teacher, PIC or visit the Parent Center for additional resources and materials to use at home.
- Contacting the PIC for additional tips and resources to target specific skills that my child's teacher recommends.

VISIT OUR PARENT CENTER

Learning games, books, and many other resources available for families to checkout and use at home. We are available to help you find resources, navigate the Parent Portal and My eCLASS, connect with teachers, and learn about ways you can help your child at home.

If you are unable to visit in-person, we are available to conduct virtual sessions via Zoom. Materials for checkout can be requested and left at the front desk for parent pick up and drop off. For in-person learners, materials can also be sent home and returned with the child.

**Location: 2nd grade hallway, room 1.102
Monday - Friday, 8:00 AM - 3:00 PM**

Please contact us for additional information about our Parent Center and resources available for checkout.

Anita Hutcheson (PIC) Parent Instructional Coordinator
Anita.Hutcheson@gcpsk12.org 770-806-2227

Angélica Loper (POL) Parent Outreach Liaison (bilingual communication)
Angelica.Loper@gcpsk12.ga.org 678-380-3160



We invite parents to volunteer, participate in their child's class, and to observe classroom activities.

- Teachers will notify parents of various opportunities to visit and participate in their child's class activities.
- Parents can schedule a classroom observation by contacting their child's teacher in advance.
- Please contact the PIC to learn more about our many other ways you can serve:
 - Parent Center
 - Media Center
 - Book Room
 - Learning Garden
 - PBIS Committee
 - PTA
 - Ice Cream Sales
 - Career Day
 - Field Day