

# BERKELEY LAKE ELEMENTARY SCHOOL

## THE PLAN... THE PROMISE... 2020-2021



4300 S. Berkeley Lake Road  
Duluth, GA 30096  
770-446-0947

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

September 10, 2020

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
- We will review the School-Family Promise with families throughout the school year during parent teacher conferences.

### LET'S TALK

For any questions, concerns, or feedback (especially regarding your child's progress) please contact your child's teacher by

writing a note, sending an email, or leaving a message with the school office. Please allow 24 hours for a reply. *If you need interpretation and/or translation services, please contact: Sandra Orci at 678-291-4232 or Sandra.Orci@gcpsk12.org*

### ACTIVITIES TO BUILD OUR PARTNERSHIP

Please join us for the following events:

\*Curriculum Nights

\*Title I Planning Meeting and Title I Annual Meeting

\*Parent Workshops – Technology, Literacy, Math

\*Parent Teacher Conferences

October 21 and 22, 2020

February 17 and 18, 2021

\*Literacy Night

\*STEM Night

\*Music Concerts

\*Classroom Programs and Events



### 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/berkeleylakees> under the Title I

WHAT IS A FAMILY AND COMMUNITY  
ENGAGEMENT PLAN?

Section. Families can also find paper copies of this Family and Community Engagement Plan in our Parent Center.

## 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.

## COMMUNICATION

Berkeley Lake Elementary School communicates with families through the school's website, parent teacher conferences, agenda books (upper grades), Friday folders, parent portal, emails, phone calls, teacher eCLASS course pages, weekly newsletter (Bear Essentials), midterm reports, and progress reports. Parents may schedule a classroom observation by contacting a member of the school's administration team. Written communication is available to all parents in both English and Spanish with additional languages available upon request. In addition, interpreters are available in multiple languages for parent teacher conferences.

## 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 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.

## 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.
- ✓ All Title I schools jointly develop a Family and Community Engagement Plan with families.
- ✓ 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.



## 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.

Berkeley Lake Elementary School students will increase student achievement on District Assessments and standardized assessments (such as GMAS) as well as improve reading proficiency school-wide.

### Literacy Foundational Learning Skills

Kindergarten - Ask and answer questions about a text

1<sup>st</sup> Grade - Describe characters/settings/events

2<sup>nd</sup> Grade - Understand plot structure, points of view and cause/effect

3<sup>rd</sup> Grade – Read for fluency and comprehension

4<sup>th</sup> Grade- Determine theme/main idea

5<sup>th</sup> Grade -Identify how characters/speakers reflect and respond in texts

### Math Foundational Learning Skills

Kindergarten - Solve addition and subtraction word problems, and add and subtract within 10

1<sup>st</sup> Grade - Represent and solve problems involving addition and subtraction within 20

2<sup>nd</sup> Grade - Use place value understanding to represent and solve problems involving addition and subtraction within 100

3<sup>rd</sup> Grade - Understand properties of multiplication and the relationship between multiplication and division; multiply and divide within 100

4<sup>th</sup> Grade - Solve multi-step word problems with whole numbers

5<sup>th</sup> Grade - Add, subtract, multiply and divide decimals to the hundredths

## WORKING TOGETHER TO ENSURE SUCCESS

**Berkeley Lake Elementary School will...**



- Offer workshops to teach parents how to help their children learn
- Provide information and resources for families to practice at home to strengthen students' reading fluency, comprehension, and problem solving skills.
- Communicate with families in additional ways through school newsletters, eCLASS course pages, and the school website.

Please ensure all activities engage families in the education of their children.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date



**As Students, we will...**

- Read every night to practice reading with accuracy, understanding, and fluency
- Learn math facts appropriate to the grade level to support math problem solving
- Take home notices and flyers about school events



**As Families, we will...**

- Attend school workshops and events to learn strategies to help children at home.
- Encourage nightly reading and math fact practice at home
- Maintain open communication with my child's teacher to help with academic success.

## VISIT OUR PARENT CENTER

Our Parent Center has learning games, books, and many other resources available for families to checkout and use at home. Our Parent Outreach Liaison is Sandra Orci. She is available to help you find resources, navigate the Parent Portal, connect with teachers, and learn about ways you can help your children at home.

Our Parent Center is located across from the Main Office in room 1.194.

Hours of Operation – 7:45 am to 3:15 pm

Please contact Sandra Orci for additional information about our Parent Center and resources available for check-out.

678-291-4232

Sandra.Orci@gcpsk12.org



Parents may schedule a classroom observation or a time to volunteer at our school by contacting a member of the school's administration team.