

# JAMES I. GIBSON ELEMENTARY SCHOOL

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## James I Gibson Elementary School's Parent Involvement Policy

2016-2017

This policy has been jointly developed and agreed upon by James I Gibson Elementary School administration, staff and parents of students served in the school pursuant to Title I.

James I. Gibson Elementary School Improvement Team and Parent Organization reviewed this policy via electronic correspondence during the week of June 13—17, 2016. Gibson Elementary will convene an annual meeting, at a convenient time for parents to evaluate this policy. This meeting will be held on September 8, 2016 at 6:00 pm. The school's parent involvement policy developed by parents, administration and staff of James I. Gibson Elementary will be distributed in an understandable and uniform format and to the extent practicable, in a language parents can understand. The parent involvement policy will also be made available to the community.

James I. Gibson Elementary School will involve parents in an organized, ongoing and timely way in the planning, review and improvement of Title I programs, school improvement plan and parent involvement policy. Parents are invited each month to actively participate in these activities through our Parent Teacher Organization (PTO). We meet on the second week of each month to have an open discussion and work session that centers around at least one area of student academics. The meetings alternate monthly between morning and evening meeting times in order to accommodate various working schedules. The meetings are jointly run by administration and parent representatives with staff, parents, and often students, in attendance.

The Educational Involvement Accords were completed as part of the Infinite Campus registration procedure. Students are not placed in classrooms until this online registration occurs.

Administration and staff provide assistance to parents, as appropriate, in understanding such topics as the state's academic content and achievement standards, state and local assessments, the requirements of Title I, how to monitor their student's academic progress and how to work with school staff to improve the achievement of the student. This information and assistance is provided in a variety of ways, including parent representation on the School Improvement Team, community meetings and workshops (Morning Cup), parent/teacher conferences, websites, and newsletters. During Fall, 2016, our Read by Three Strategist provided Literacy training to all Kindergarten parents, using the *Race to Read* materials during the first days of school.

Gibson teachers deliver high-quality curriculum and instruction in supportive and effective learning environments which enable students to meet the Nevada Academic Content Standards. Students regularly set personal goals for growth and monitor their own progress with guidance and instruction from their teachers. At school, students learn in a variety of situations including both heterogeneous and ability groups, intensive intervention time, enrichment activities, individualized learning, and cross-aged experiences. Students' progress on the continuum of learning for each grade level standard is reported as letter grades every three weeks. Parents can access the Campus Portal for real-time information regarding student assignments, due dates, attendance, and student mastery level of standards. Every student at Gibson Elementary has a Data Binder where students set academic and social goals, track academic progress and monitor growth. These Data Binders are used as the basis for our annual Parent Student Teacher Academic Planning conferences.

James I. Gibson Elementary offers parent involvement activities in the school that include opportunities for parents to volunteer and be involved in school activities. We offer school wide activities such as PTO, Watchdogs, Academic Nights, Monthly Family Challenges and Community Based Days (Pumpkin Run, Turkey Trot, Field Day, etc.). In addition, many teachers offer classroom activities such as Musical Performances, Reader's Theater, Grade Level Productions, and Leadership Team activities.

We believe that the partnership between Gibson families and school is strengthened through ongoing communication. Staff ensures that all information related to school and parent programs, meetings and other activities is sent to parents in a format and, to the extent practicable, in a language the parents can understand. Families have unlimited access to our school and classroom websites which highlight upcoming events, important school policies and things to do at home to foster student achievement. The school website includes important links to educational websites, health and safety education, grade level standards, classroom websites and email, and much more. Families are encouraged to write, call, or visit at any time to share their ideas and concerns so that we can continue to improve our communication and practices. Parents have online access to teacher email and can call the school at any time. If a teacher receives a message from a parent, it is imperative that the teacher responds to the parent within twenty-four hours. In addition, the classroom teachers utilize the Class Dojo system which allows for electronic communication on a daily basis.

Parents are utilized as a valuable resource and partner in students' education. Through their input on school committees, parents participate in school decision-making and help set priorities for the year. For example, our community has embraced the Be Kind Foundation and helped support the school's efforts to spread good citizenship by rewarding acts of kindness by giving away wristbands to students "caught being kind." The program continues to make a positive difference in our school's climate. Another example of exciting collaboration between Gibson staff and families was the ongoing success of the Watch D.O.G.S. (dads of great students) program which brought over 50 male volunteers into the school. These men were able to assist in classrooms, playground, lunchroom, and throughout the school, providing mentoring and positive male role models for our students. In addition, many parents assist with our Leadership Teams as part of our Leader in Me program. We also have NIKE as a community sponsor, they work with students during recess and family events such as our Pumpkin Run, Turkey Trot, Field Day and Water Day activities.

Each month throughout the year, school administrators work with staff and parent representatives to plan and carry out a special activity to benefit parents, students and the school. Each year's activities vary, depending on the needs and desires expressed by the school community. Some plans and ideas for this year include the following:

- Utilizing the Campus Portal/Infinite Campus System
- Helping your child in Math and English Language Arts
- World Series of Reading
- Gibson Elementary School Performance Plan
- Cyber-Safety
- Supporting Literacy at Home
- Educational Websites that Inspire Students
- Family Academic Nights focused on the Arts, Mathematics and Literacy
- Seven Habits of Highly Effective Families
- Pizza with Pops (Watch Dogs), Donuts with Dads, Muffins with Mom, Grandparents Night, Spaghetti Night
- Monthly Family Challenges

Throughout the year, teachers and staff participate in ongoing professional development activities. With the assistance of parents, administrators educate teachers, pupil service personnel, principals and other staff in: the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; implementing and coordinating parent programs; and building ties between parents and the school. Teachers make contact with all families within the first two weeks of the school year to establish open communication.

The administration will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with special education programs such as KIDS, Autism, and the Parent Teacher Organization. Our Peer Buddy program will continue to foster inclusive relationships. Our goal is to conduct activities at a variety of times throughout the day to encourage and support parents in more fully participating in the education of their children. At this time, we plan to hold PTO monthly meetings two times (8:15 am, and 6:00 pm) in order to include a variety of parents with different schedules.

Our school embraces the opportunity to work closely with the parents and extended family of our students. It is through shared responsibility and cooperation that we will increase student achievement and school success.

**EDUCATION IS A GOOD PROSPECT!**