

**Gretna Elementary School  
Parental Involvement Policy  
2023-2024**

The Gretna Elementary School ESSA Title I Policy on Parental Involvement is developed by the GES Title I Parent Advisory Council in collaboration with the administration and teachers to ensure that federal and local regulations for parental involvement are incorporated into the policy. The policy is disseminated to each Title I member, sent home to parents, and discussed at the first PTO meeting of each school year. It is posted on the GES website.

1. Gretna Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1112 of the ESEA:

The Gretna Elementary School Title I Parent Advisory Council is composed of a parent representative and the PTO members. The council meets four times annually to discuss information pertinent to planning, implementing, and evaluating the school's Title I program, and to share ideas for improvement. In addition, Gretna Elementary also has a Title I School Team which is composed of two administrators, two Title I teachers, one paraprofessional/parent, one PreK Teacher/Parent, one Grade 3 Teacher/parent, and one Grade 5 Teacher.

2. Gretna Elementary School will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

In addition to the four meetings that the Parent Advisory Council has each school year to address ideas for improvement, the Title I Parent Advisory Council hosts an annual meeting of Title I parents during the first semester of each school year. The following information is discussed during the course of the annual meeting held in conjunction with the first PTO meeting:

- A. Introduction of Title I Instructional Staff, Title I School Team, and Title I Parent Advisory Council
  - B. Overview of Title I Program with special emphasis on how the program benefits all students within the school
  - C. Title I Funding (tutoring, instructional supplies, parental involvement activities, professional development for teachers and parents)
  - D. SOLs, Attendance, and Accreditation
  - E. Supplementary classroom instructional activities offered by teachers to assist struggling students
  - F. Title I Parent Involvement Policy (posted on GES website)
3. Gretna Elementary School will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.

At the annual meeting of Title I parents, the principal, and assistant principal present a program on the importance of parental involvement, ways parents can help, and events parents are encouraged to participate. They are as follows:

1. Volunteer Program
2. Reading Programs Within Teachers' Classroom
3. Bingo for Books Night
5. Book Fair
6. Read Across America
7. Title I Parents' Day (Lunch and Classroom Visitation)
8. Parent Workshops
9. Science Fair
10. Grade Level Performances
11. Field Day
12. Attend All Meetings/Conferences
13. Parent Conferences

Ways parents help currently:

1. Assignment Notebooks Checked Daily
2. Review Monthly Calendar of Events
3. Volunteer
4. Attend events
5. Chaperone Field Trips (if needed)

The Gretna Elementary School Title I Parent Advisory Council uses PTO Meetings and/or school visitation periods to provide parents additional opportunities to meet with each other and appropriate school personnel for a discussion of programs and activities that affect their children. Other avenues for parental involvement at Gretna Elementary include, but are not limited to, the following:

- A. Parent information letters explaining the instructional programs and expectations
- B. Classroom communications sent home by teachers
- C. Parent-teacher conferences
- D. Classroom visitations
- E. Parent volunteers
- F. Students' progress reports and reports cards
- G. Parent surveys
- H. Parent workshops, meetings, and conferences
- I. Monthly calendar of school events
- J. PCS Website – PowerSchool
- K. GES webpage – Links for academic enrichment
- M. Google Meetings – if necessary

4. Meetings, support services, and activities, will be conducted in a manner that follows PCS Guidelines.

Gretna Elementary School will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Headstart and EXCEL]

The EXCEL Program for preschool has an ongoing collaboration agreement with the Pittsylvania County Headstart Program. The agreement assures continued collaboration and coordination of preschool services relative to student enrollment, parental involvement, and professional development training for parents and staff. Also, the Start Strong Program for children entering kindergarten, Headstart, EXCEL, and Title I Preschool is held each spring to coordinate parental involvement with student learning. Activities that encourage parental involvement through the EXCEL Program include the following:

Monthly parenting workshops assist parents in fostering students' educational development now and for future years (dates for virtual meetings will be announced as scheduled). Parents are invited to come to school and participate in student activities as scheduled (Pastry/Fruit Breakfast, Touch a Truck, Pajama Jam/Snowball Festival, Jumping into Spring, and Summer Beach Day). Parents are invited to come to school to participate in classroom and craft activities (pumpkin carving, gingerbread houses, and a nutritional activity, etc.).

Parents are invited to participate in all field trips and special guest presentations: (Fire Department visit, visit by Dentist, visit by Deputy or Town Police and Post Office Trip. A visit to the Gretna strip mall for a treat, visit to the animal clinic, to the children's museum, to SeaQuest, pizza making at Mama Rosa's, a farm, and visit a strawberry patch).

A monthly calendar of events goes home to parents from the EXCEL teacher.

5. Gretna Elementary School will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of the school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement and to revise, if necessary, its parental involvement policies.

To aid in program evaluation and planning, at the end of each school year, the administration of Gretna Elementary School meets with the Title I Parent Advisory Council to assess the effectiveness of the Title I instructional program and parent involvement activities. This meeting is conducted by the administration. Particular attention is given to parents who are economically disadvantaged, disabled, parents of LEP students with limited literacy, and parents of racial or ethnic minority backgrounds. The results of this assessment are used in planning the Title I program for the subsequent school year. In addition, the Gretna Elementary Parental Input Survey results are compiled and any suggestions or concerns that parents may have are addressed at this meeting.

1. Gretna Elementary School will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The school will provide assistance to parents of children served by the school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State's academic content standards,
  - the State's student academic achievement standards,
  - the State and local academic assessments including alternate assessments,
  - the requirements of Part A,
  - how to monitor their child's progress, and
  - how to work with educators:
1. Two **parent-teacher** conferences are held each school year.
  2. PTO meetings provide information sessions to parents and also provide opportunities for parents to meet with teachers as necessary.
  3. Title I Parent Visitation Day is held each spring.
  4. Gretna Elementary School has an open-door policy and parents are invited to volunteer and participate in school activities.
  5. Parent workshops are held throughout the year to aid parents in working with students on state content and standards.
  6. The EXCEL program offers monthly parenting workshops.
  7. Other opportunities for teachers and parents to communicate are Read Across America, Science Fair, Math Day, and Title I Parent Day. Child Study Intervention Meetings, Grade Level Performances, and other times scheduled at the parents' or teachers' request.

B. The school will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

1. The administration shares information with all kindergarten parents to help children have a smooth transition. The EXCEL teachers and EXCEL Family Services Coordinator make home visits and offer monthly parenting workshops and hold virtual meetings as needed.
2. Parents have access to several websites to help their child with test-taking skills (SOL Pass, IXL Reading & Math, Reflex Math, PearsonSuccessNet [envision Math], Wonders - Reading Program.
3. The ITRT is available after school and during the day to assist parents in Technology training.
5. Teachers provide parents with materials and ideas at grade level workshops to aid their children in the learning process.

C. The school will, with the assistance of its parents, educate its teachers, pupil services personnel, principals, and other staff, on how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of

parents, and in how to implement and coordinate parent programs and build ties between parents and schools by:

1. A parent survey is sent home at the beginning of the school year to encourage parents to share with students and faculty any special talents or skills that they may have. This survey also asks parents to list speakers or field trips that might enhance the student's educational experience and to list potential business sponsors or partnerships for Gretna Elementary. In addition, the survey asks parents to rate the school's service to the parents and community and to list any concerns/comments that they may have.
  2. Gretna Elementary School has an active volunteer program.
  3. Parents are encouraged to come to school and participate in the following activities: Science Fair, Read Across America/Reading Fair, Parent Workshops, Bingo for Books, Title I Parent Day, and Field Day.
  4. The visiting teacher plays an active role at Gretna Elementary involving parents in their child's education.
  5. Positive Behavioral Interventions and Supports (PBIS) will be implemented in the school to allow for positive, consistent strategies to be used to foster a positive environment for the day-to-day events and routines as well as a positive manner in dealing with difficult situations that may arise. Building relationships that foster a positive connection with students is our focus. The Sunshine Group will be used to assist and motivate students to make good choices to ensure they experience a successful year.
- D. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

The EXCEL Program at Gretna Elementary has an ongoing collaboration agreement with the Pittsylvania County Headstart Program. Parental involvement activities include:

1. The Start Strong Program is held each spring to coordinate parental involvement with student learning.
  2. Monthly parenting workshops assist parents in fostering students' educational development now for future years.
  3. Parents participate in a Pancake Supper, Touch a Truck Day, Pajama Day, Snowball Festival, Jumping into Spring, and Summer Beach Day.
  4. Parents are invited to come to school and participate in classroom activities pumpkin carving, gingerbread houses, nutrition activity, and a visit from the public librarian, etc.
  5. Parents are invited to participate in all field trips and special guest presentations at school.
- E. The school will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative

formats upon request, and, to the extent practicable, in a language, the parents can understand:

The EL teacher participates in any parent-teacher conferences, meetings, or phone calls when needed to ensure that all information is understood by EL parents. Also, any information sent home to EL parents related to school and parent programs is sent home in an understandable format.

\* \* \* \* \*

ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Title I Meeting Agenda, attendance at the meeting, and the Minutes of the Title I Meeting.

This policy was adopted by **Gretna Elementary School** on **September 14, 2023**, and will be in **effect for the period of the 2023-2024 school year**. The school will distribute this policy to all parents of participating Title I, Part A children on or before December 14, 2023, by posting on the GES website.

\_\_\_\_\_  
*(Signature of Principal)*

\_\_\_\_\_  
*(Date)*

**Gretna Elementary School  
School-Parent Compact  
2023-2024**

*Gretna Elementary School, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

*This school-parent compact is in effect during the school year 2023-2024*

**School Responsibilities**

- 1. Gretna Elementary School will provide a high-quality curriculum and instruction either in person or remotely in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

Gretna Elementary School will provide various experiences through which students may acquire a good foundation in the skills of language arts, mathematics, social studies, science, health, technology, computer science, and Social Skills. The faculty and staff of Gretna Elementary school work diligently to ensure the success of all students in a supportive and effective learning environment that enables the students to meet the State's academic achievement standards and meeting behavioral expectations as well as cultural experiences and knowledge. Evidence of high-quality curriculum and instruction include:

- A. Intervention services are provided for those students who do not meet the PALS benchmark through the PALS program. Grades K-3)
- B. PowerSchool is utilized to record student achievement; generate reports, track student performance, and share data with parents.
- C. Professional Learning Community meetings are held bi-monthly to discuss pertinent educational information and to disaggregate data obtained from common assessments and SOL tests.
- D. Instructional Meetings are held throughout the year after school to train teachers in effective instructional strategies.
- E. Differentiation strategies are used to enhance student performance.
- F. Incentives are used to encourage students to read each night to increase reading comprehension and fluency.
- G. A Science Fair is held in the spring to increase understanding of the scientific method, reading, writing, and problem-solving. Assessments in MAP and Power School Analytics will be conducted to determine strengths and weaknesses of the students which will allow teachers to adjust their instruction. Student Performance by Question data and grade level common assessments are used to plan instruction and track student performance.
- H. Teachers will remediate students as needed for Reading and Math.
- I. Remediation is provided by administrators, tutors, teachers, and paraprofessionals.
- J. Teachers are required to utilize higher level thinking strategies and Enhanced Technology Items to enhance student performance by creating weekly Reading and

- Math tests with at least half of the test items being higher level thinking questions and/or Enhanced Technology items.
- K. The administration and teachers encourage student motivation through recognition and rewards.
  - L. SOL Pass, IXL, SOL Released Test Items, and the Wonders Reading program are used to enhance test-taking skills.
  - M. The Book Buddies tutorial program is utilized to provide one-on-one intervention for children who are at risk for reading failure. (Grade 1)
  - N. Teachers participate in Staff Development throughout the year (MAP and Mastery Connect Training, Differentiated Instruction, Evaluations Procedures, Core Content, and Technology Training, which includes EnVision Math, Reflex Math, Reading Wonders, Smart Board, IXL Reading & Math, Learning Pads, and Document Camera. Many trainings are taking place in Google Meet and other ways to reach our students remotely if needed).
  - O. An Intervention Block will be used in Grade 4 this school year to assist students who demonstrate a weakness in Reading or Math and an Enrichment Block for those students who are in need of a more challenging curriculum. Other grade levels will remediate or provide enrichment during small group instruction.
  - P. PBIS is fully implemented at GES to encourage positive choices and reward students for meeting academic/behavioral expectations.
2. **Gretna Elementary School will hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.** Specifically, those conferences will be held:

Gretna Elementary School will hold two parent/teacher conferences during the 2023-2024 school year. These conferences will be held on September 14, 2023, and February 4, 2024 from 3:30 PM until 6:30 PM.

3. **Gretna Elementary School will provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:

At Open House and Conference Night teachers provide parents with a description of the curriculum, academic assessments, grading procedures, and student expectations. In addition, Gretna Elementary School provides parents with frequent reports on their children's progress through letters sent home, parent-teacher conferences, phone calls, student progress reports and report cards, parent workshops and meetings, emails, and information sent via PowerSchool.

4. **Gretna Elementary School will provide parents with a reasonable access to staff.** *Specifically, staff will be available for consultation with parents as follows: All Communication can be conducted by phone, email, and in-person during planning time or after school.*

In addition to parent/teacher conferences, the staff is also available for consultation with parents at PTO meetings, Conference night, Title I Parents' Day, Read Across America, Science Fair, Math Day, Parent Workshops, Child Study Intervention Meetings, Grade Level Performances, and other meeting times scheduled at the parents' or teachers' request.



5. **Gretna Elementary School will provide parents opportunities to volunteer and participate in their child’s class, and to observe classroom activities**, as follows:

Gretna Elementary School has an open-door policy. Parents are invited to volunteer, participate, and observe classroom activities. We do ask that parents who would like to observe notify the teacher(s) in advance. Gretna Elementary School has an active parent volunteer program. Parents who would like to volunteer can complete a volunteer application and then are assigned to work where they are most needed. Parents are always welcome to come to school and eat breakfast or have lunch with their child and participate in any school activities as the superintendent allows. In the spring, a Title I Parent Visitation Day is designated for parents to eat lunch and observe in their child’s classroom. Other opportunities for parents to participate include but are not limited to: Book Fair, Science Fair, Parent Workshops, Read Across America/Reading Fair, Title I Parent Day/Math Day, and Field Day.

**Parent Responsibilities**

**We, as parents, will support our children’s learning in the following ways:**

- *Monitoring attendance. Make sure your child attends to school assignments daily, and is absent for illness only.*
- *Making sure that schoolwork is completed and **turned in to the school.***
- ***Monitoring the amount of television/video games my child watches/plays.***
- ***Encouraging my child to read at least 20 minutes each night.***
- *Volunteering to do things for school at home if needed.*
- *Participating, as appropriate, in decisions relating to my child’s education.*
- *Promoting positive use of my child’s extracurricular time.*
- *Participating in school events in person or virtually (PTO Meetings, Parent/Teacher Conferences, Book Fair, Read Across America, Parent Workshops, Classroom Performances, Science Fair, Title I Parents’ Day/Math Day, etc.).*
- *Staying informed about my child’s education and communicating with the school by promptly reading all notices from the school either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups, such as the Title I Advisory Council, Title I School Improvement Team, or other school advisory or policy groups in person or virtually.*
- *Use the Parent Portal to check on the performance of my child.*

<u>GES</u>	_____	_____
School	Parent(s)	Student
<u>9/18/23</u>	_____	_____
Date	Date	Date

**(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)**