

Rolling Hills Elementary School

2017-2018 Family Engagement Action Plan

Goal: *Rolling Hills Elementary School aims to enact sustainable and purposeful family engagement that will increase student success academically, socially and behaviorally as measured by school developed quarterly progress reports during the 2017-2018 school year.*

Action Step <i>What needs to be done?</i>	Responsible Person <i>Who should take action to complete this step?</i>	Deadline <i>When should this step be completed?</i>	Necessary Resources <i>What do you need in order to complete this step?</i>	Potential Challenges <i>Are there any potential challenges that may impede completion? How will you overcome them?</i>	Result <i>Was this step successfully completed? Were any new steps identified in the process?</i>
<ul style="list-style-type: none">Attend the Harvard Family Engagement in Education: Creating Effective Home and School Partnership for Student Success Program	<ul style="list-style-type: none">PrincipalAssistant Principals	<ul style="list-style-type: none">28 Jul 2017	<ul style="list-style-type: none">Registration FeesTransportationLodging	<ul style="list-style-type: none">LocationDistrict Staff Reassignment	<ul style="list-style-type: none">Completed Harvard Institute on July 27, 2017.Add additional progress monitoring piece to the plan.
<ul style="list-style-type: none">Provide Professional Development for Teachers and Coaches on Expectations to Conduct Four Parent Data Meetings Throughout the School Year	<ul style="list-style-type: none">PrincipalAssistant Principals	23 Aug 2017	<ul style="list-style-type: none">Framework of Information for Parent Data MeetingsParent Assessment Flipchart on Grade Level ExpectationsBrainstorming Items That Parents Can Do At Home	<ul style="list-style-type: none">Time RestraintsExtend Time As Needed Based On Teacher Understanding	<ul style="list-style-type: none">Completed initial training on 23 August.Additional Trainings completed during Special Areas on October 4 and Professional Development after School Meeting on October 18.

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<ul style="list-style-type: none"> Conduct Three-75 Minute Data Session Meetings by Grade Level to Discuss Grade Level Academic Expectations and Student Data 	<ul style="list-style-type: none"> Grade Level Team Leader ELA/Math Coach 	<ul style="list-style-type: none"> 26 Oct 2017 10 Jan 2018 14 Mar 2018 	<ul style="list-style-type: none"> Promethean Board Data from MAP, iReady and FSA Scores Family Folders 	<ul style="list-style-type: none"> Parent Participation Provide Dinner Give Advance Notice Provide Child Care 	<ul style="list-style-type: none"> Completed 1st initial PTM on 26 October.
<ul style="list-style-type: none"> Compare Parent Participation Sign-In Sheets with Student Growth Reports from i-Ready 	<ul style="list-style-type: none"> Parent Involvement Liaison ELA Coach Assistant Principal 	<ul style="list-style-type: none"> 23 May 2018 	<ul style="list-style-type: none"> Sign-In Sheets From 75 Minute Data Sessions Student i-Ready Growth Reports 	<ul style="list-style-type: none"> Collection of Parent Sign-In Sheets Assign Collection of Sign In Sheets to the Parent Involvement Liaison 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> Conduct a 30 Minute End of the Year Meeting to Discuss Student Data and Provide Academic Resources for Families for the Summer 	<ul style="list-style-type: none"> Grade Level Team Leader ELA/Math Coach 	<ul style="list-style-type: none"> 23 May 2018 	<ul style="list-style-type: none"> Data from MAP and iReady Family Folders Sunshine State Book Listing Summer Academic Packets Comparison Information for Parent Participation and Student Growth 	<ul style="list-style-type: none"> Parent Participation Provide Dinner Give Advance Notice Provide Child Care 	<ul style="list-style-type: none">

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<ul style="list-style-type: none"> Conduct Professional Development Training for Kagan Strategies for Student Social Skills Development 	<ul style="list-style-type: none"> Science Coach 	<ul style="list-style-type: none"> 11 Aug 2017 	<ul style="list-style-type: none"> Promethean Board 	<ul style="list-style-type: none"> Teacher Follow Through with Strategies Classroom Walk-Throughs by Leadership Team 	<ul style="list-style-type: none"> Professional Development for Kagan Strategies completed on October 4 by Ms. Thomas. Additional Kagan Strategies sheets handed out to grade level teams during PLCs on October 18.
<ul style="list-style-type: none"> Conduct Professional Development Training for Class Dojo and Academic, Personal and Social Development Rubric for Consistency in Social Skills Development and Reporting 	<ul style="list-style-type: none"> Principal Assistant Principals Deans 	<ul style="list-style-type: none"> 11 Aug 2017 	<ul style="list-style-type: none"> Promethean Board Faculty Handbook Class Dojo Instructional Page Behavior Progression Plan 	<ul style="list-style-type: none"> Teacher Consistency With Dojo Guidelines Weekly Printout of Dojo Reports to Grade Level Administrator for Monitoring 	<ul style="list-style-type: none">

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<ul style="list-style-type: none"> Facilitate Monthly Social Skills Training per Class With Targeted Character Traits 	<ul style="list-style-type: none"> Guidance Counselor 	<ul style="list-style-type: none"> Monthly Classes Beginning September 2017 and Ending in May 2018 	<ul style="list-style-type: none"> Learning for Life Monthly Character Traits 	<ul style="list-style-type: none"> Consistency with Social Skills Training per Class Monitoring of Monthly Social Skills Training by Assigned Grade Level Administrator 	<ul style="list-style-type: none"> Ms. Seabrook initiated character push-in instruction through Pre-K – 5th grade on September 25, 2017.
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<ul style="list-style-type: none"> Monitor Weekly Class Dojo Reports 	<ul style="list-style-type: none"> Guidance Counselor 	<ul style="list-style-type: none"> Monthly Beginning September 2017 and Ending in May 2018 	<ul style="list-style-type: none"> Class Dojo Reports 	<ul style="list-style-type: none"> Consistency in Review of Reports Responsible for Submission for Monthly Student Awards for Social Skills and Character Traits 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> Institute Social Skills Awards 	<ul style="list-style-type: none"> Guidance Counselor 	<ul style="list-style-type: none"> Monthly Beginning September 2017 and Ending in May 2018 	<ul style="list-style-type: none"> Class Dojo Reports 	<ul style="list-style-type: none"> Consistency in Review of Reports Submission for Monthly Student Awards for Social Skills and Character Traits to Grade Level Administrators 	<ul style="list-style-type: none">

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<ul style="list-style-type: none"> Provide a Platform for Little Elevate (Evans High School Students Mentoring Program) to 5th Grade Students on Social Skills Weekly 	<ul style="list-style-type: none"> Intervention Specialist Guidance Counselor 	<ul style="list-style-type: none"> Beginning in September 2017, Every Tuesday Ending December 12, 2017 	<ul style="list-style-type: none"> 5th Grade Classrooms Cross Curriculum Activities 	<ul style="list-style-type: none"> Consistency in Attendance Give Advance Notice of all Calendar Dates that May Conflict with Little Elevate Times 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> Conduct Professional Development for CHAMPS 	<ul style="list-style-type: none"> Ms. Debbie Jackson 	<ul style="list-style-type: none"> 11 Aug 2017 	<ul style="list-style-type: none"> Stool Easel Whiteboard Dry Erase Markers 	<ul style="list-style-type: none"> Unassigned Staff Members Provide Additional CHAMPS Training in Sept. for Teachers Hired After August 	<ul style="list-style-type: none">
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<ul style="list-style-type: none"> Assign Mentors for Students with Persistent Behavior Concerns 	<ul style="list-style-type: none"> Deans 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> In House Referral Documentation 	<ul style="list-style-type: none"> Inconsistency with Mentors ? Inconsistency with Referral Process Staff Follow Through with Policy and Procedures for Referral Process 	<ul style="list-style-type: none">

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<ul style="list-style-type: none"> Develop a Family Engagement Action Team 	<ul style="list-style-type: none"> Principal Assistant Principal Deans Guidance Counselor Parent Involvement Liaison 	<ul style="list-style-type: none"> 8 Jun 2017 	<ul style="list-style-type: none"> Behavioral Data from Enterprise Data Warehouse (EDW) 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> Conduct a Parent Symposium with a Targeted Focus on How Parents Can Help Their Children in Their Social, Behavioral and Academic Development 	<ul style="list-style-type: none"> Family Engagement Action Team 	<ul style="list-style-type: none"> TBA 	<ul style="list-style-type: none"> Location Facilitators Specified Topics 	<ul style="list-style-type: none"> Location <ul style="list-style-type: none"> Network with New Administration at Evans High School 	<ul style="list-style-type: none">