



Revision Date: 08/02/23

ONE-YEAR ACTION PLAN

SCHEDULE OF SCHOOL, FAMILY, AND COMMUNITY PARTNERSHIPS TO REACH SCHOOL GOALS

School: RUSSELL ELEMENTARY SCHOOL	School Year: 2023 - 2024
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GOAL 1: ACADEMIC: Increase student achievement in the following areas:
1: Reading: To increase the percentage of students in grades K – 5 reading at or above grade level by 3% measured by the HCLI (Houston County Literacy Inventory) in grades K – 2 and by the Lexile in grades 3 – 5.
2. English/Language arts and Math: To increase the percentage of students in grades 3 – 5 scoring proficient or distinguished on the ELA and Math Milestones (End of Grade) by 3%.

FAMILY-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Open House IN PERSON	Families will be invited to RES where they will meet with grade level teachers to learn about expectations, reading and math standards, classroom procedures, and parent-teacher communication. Parents will be able to interact and ask question with each teacher.	August-September	Each Grade-level will host an Open House	Administrators Teachers FEL
ESOL Parent Workshop IN PERSON	ESOL parents will be invited to RES where they will get information about school procedures, programs and resources to help them throughout the year. This workshop is done in Spanish to better serve our English Learning community.	September 28th	ALL	School System Interpreter ESOL Teachers FEL
PARENT-TEACHER CONFERENCES IN PERSON	Parents and teachers will discuss the progress of their child. Teachers will review the student’s academic progress thus far and offer support with helpful resources. Questions and concerns of the parent.	October 6th	ALL	Grade Level Teachers FE

<p>Harry Potter STEM Night</p> <p>IN PERSON</p>	<p>Families will be invited to RES to participate in a night of fun activities focusing on STEM.</p>	<p>October 19th</p>	<p>ALL</p>	<p>Grade Level Teachers FEL</p>
<p>“Hot Dog” We’re Reading</p> <p>IN PERSON</p>	<p>Families will be invited to RES to get a better understanding of literacy standards used in the classroom. Grade-level teachers will present a lesson in reading relevant to what the student is learning.</p>	<p>November 2nd</p>	<p>ALL</p>	<p>Administration Grade Level Teachers FEL</p>
<p>Together with Technology</p> <p>IN PERSON</p>	<p>Families will receive information on internet safety and Piracy. Families will learn more about the apps and resource sites Russell uses to assist in the education of their students.</p>	<p>November 14th</p>	<p>ALL</p>	<p>Grade Level Teachers FEL Technology Specialist</p>
<p>Math Through the Decades</p> <p>IN PERSON</p>	<p>Families will be invited to RES to attend a math night where games and activities will focus on math. Parents will have the opportunity to ask questions and have their concerns addressed.</p>	<p>January 18th</p>	<p>ALL</p>	<p>Administration Grade Level Teachers FEL</p>
<p>I-Ready and MAPS Growth Parent Workshop</p> <p>IN PERSON</p>	<p>Parents will be invited to RES to get an explanation and better understanding of the two programs that RES uses throughout the year to monitor students’ growth. This workshop will explain the benefits of these two programs and breakdown how the results are evaluated; and what the students’ scores mean.</p>	<p>February 8th</p>	<p>ALL</p>	<p>School Principal Grade Level Teachers FEL</p>

<p>Mastering the Milestones Workshop</p> <p>IN PERSON</p>	<p>Our RES Assistant Principal of Instruction will provide necessary information regarding the upcoming Georgia Milestones Test. She will walk parents through what the test will look like and together they will work on sample questions. Parents and students will get a better understanding of what to expect during Milestone testing.</p>	<p>March 5th</p>	<p>3rd – 5th Grade</p>	<p>Beth Stuerman – Assistant Principal of Instruction</p> <p>Heather Henslee – Early Intervention Teacher</p>
<p>Literacy and Lunch</p> <p>IN PERSON</p>	<p>Parents will be invited to RES to have lunch and read a book with their child. They will also receive reading strategies and tips to help their child with reading.</p>	<p>April 17th</p>	<p>ALL</p>	<p>Grade Level Teachers</p> <p>FEL</p>
<p>Family Engagement Newsletters</p> <p>Take Home Flyer Class Dojo Facebook</p>	<p>Monthly newsletters keeping parents current on events, information, and resources.</p>	<p>Monthly</p>	<p>ALL</p>	<p>FEL</p>

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GOAL 2: WELCOMING CLIMATE; Increase the percentage of parents that feel welcome at school.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
<p>Annual Title I Meeting</p> <p>IN PERSON</p>	<p>The purpose of this meeting is to inform parents of what it means to be a part of a Title I school. School staff will discuss with parents Title I Plans, curriculum, budgets, parent input and rights as well as family engagement.</p>	<p>August-September</p>	<p>Each Grade-level will host an Annual Title I Meeting</p>	<p>Administrators</p> <p>FEL</p>
<p>Houston County Resource Guide</p> <p>Houston County Family Connections</p> <p>Handouts on Display</p>	<p>This resource brochure is available to parents in the Parent Resource Center and during all parent events. The guide lists many of the services and supports that are available throughout the Houston County community.</p>	<p>On-going</p>	<p>Students and Families</p>	<p>FEL</p>
<p>Meet and Greet</p> <p>IN PERSON</p>	<p>Students and their families are invited to RES where they will have the opportunity to meet the teachers and staff before their first day of school.</p>	<p>July 31, 2023</p>	<p>ALL</p>	<p>Administration</p> <p>Grade Level Teachers</p> <p>RES Support Staff</p> <p>FEL</p>
<p>Volunteer Training</p> <p>IN PERSON</p>	<p>Parents will be trained in the processes and procedures for volunteering at Russell Elementary. Anyone wishing to volunteer, chaperone or work with students in any capacity must have a background check clearance and attend a volunteer training session.</p>	<p>On-going as needed</p>	<p>ALL</p>	<p>Lisa Beers - FEL</p>

<p>Pancakes and Crafts with Santa</p> <p>IN PERSON</p>	<p>Families are invited to RES to take part in an evening of holiday cheer focusing on togetherness. We will have an evening of fun craft activities and a pancake supper with Santa.</p>	<p>December</p>	<p>ALL</p>	<p>Administration Grade Level Teachers FEL</p>
<p>RES Concert Series</p> <p>IN PERSON</p>	<p>RES Chorus will present concerts throughout the year. Parents will be invited to come see and hear the talents of their students.</p>	<p>Throughout the year.</p>	<p>ALL</p>	<p>Music Teacher FEL</p>
<p>Award Ceremonies</p> <p>IN PERSON</p>	<p>Families will be invited to RES to attend a celebration for their child's accomplishments and achievements.</p>	<p>Throughout the year.</p>	<p>ALL</p>	<p>Administration Grade Level Teachers FEL</p>
<p>Holiday Lunches</p> <p>IN PERSON</p>	<p>Families are invited to RES to share a holiday meal with their child</p>	<p>Christmas and Thanksgiving</p>	<p>ALL (Grade levels will be split between the two holiday meals)</p>	<p>Administration Grade Level Teachers FEL</p>

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GOAL 3: SHARED DECISION MAKING: Increase the number of parents who participate in shared decision-making opportunities.

PARENT-BASED ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Shared Decision-Making Meeting For Parents	Primary Source for Input Parents are given the opportunity to provide their input regarding Title I plans, budget and programs during an in-person meeting. The information gathered is used to help plan for the next school year	February-March 2024	ALL	FEL
Shared Decision-Making Meeting For Faculty	Teachers are given the opportunity to provide their input regarding Title I plans, compacts, budget and programs during a faculty meeting. The information gathered is used to help plan for the next school year.	March –April 2024	Students and Families	FEL
Parent Action Team Meeting (1 required meeting by the end of the 1 st semester)	<u>Primary Source for Input</u> All parents are invited to attend and give feedback regarding any issues of concern to them.	November 7	ALL	FEL
Parent Satisfaction Survey	<u>Secondary Source for Input</u> Parents are given the opportunity to provide their input regarding the title I program, budget, and supports via a survey. The information gathered is used to help plan for the next school year.	February-March 2024	ALL	DFEC FEL

<p>Online Feedback Form</p>	<p><u>Secondary Source for Input</u></p> <p>Parents have an on-going opportunity to provide input regarding the Title I program, budget, and supports via an online feedback form. The information gathered is used to help plan for the next year.</p>	<p>On-going</p>	<p>ALL</p>	<p>FEL</p>
<p>Surveys, Questionnaires or Q &A sessions during Academic-based parent events</p>	<p><u>Mixed Source for Input</u></p> <p>Parents are given an opportunity to provide feedback regarding academic parent workshops and events.</p>	<p>On-going</p>	<p>ALL</p>	<p>FEL</p>

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Russell Elementary School

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GOAL 4: PROFESSIONAL DEVELOPMENT FOR STAFF: Increase the faculty and staff's understanding of the importance of parent engagement and how to communicate with and work with parents as partners. (2 opportunities per semester requirement)

PD ACTIVITIES	TOPICS and DESCRIPTIONS	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
PD of Staff #1: Email “Continuously Growing Parent Communication”	This PD covers the common methods schools use to communicate with parents. It also provides an opportunity for deeper reflection on ways to improve two-way home to school communication.	July-August 2023	All Faculty	FEL
PD of Staff #2: In-person Meeting or Email “How to use the School-Parent Compact during Conferences”	During this PD, the content of the School Parent Compact(s) will be reviewed with teachers/counselors. Staff will be reminded of the requirement regarding reviewing the Compact with parents during conferences, as well as, the correct way to document this feedback and collaboration opportunity.	September- October 2023	All Faculty	FEL
PD of Staff #3: In-person Meeting PD of Staff #3: In-person Meeting “The Power of the Teacher”	This PD focuses on the impact teachers have on families through communication, relationship building and classroom instruction.	January- February 2024	All Faculty	FEL
PD of Staff #4: In-person Meeting “Can You Hear Me Now?”	During this PD, the results of the Parent Satisfaction Survey will be shared with school staff. School Staff will also have the opportunity to give their input during the Shared Discussion Making portion of the meeting.	March-April 2024	All Faculty	FEL

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GOAL 5: TRANSITION: Increase the amount of support provided to families as students transition through school. Increase the coordination/collaboration efforts with early education programs and college career ready resources.

PARENT-BASED ACTIVITIES (Indicate if In-person or Zoom)	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
<p>“Kindergarten, Here We Come”</p> <p>IN PERSON</p>	<p>Parents of students currently enrolled are invited in to receive resources and strategies to help transition their child from Pre-K to Kindergarten.</p>	<p>May 2024</p>	<p>Pre-K</p>	<p>Kindergarten Teachers FEL</p>
<p>Transition UP</p> <p>IN PERSON</p>	<p>Summer work packets will be sent home to help students transition to the next grade-level.</p>	<p>Spring 2024</p>	<p>ALL</p>	<p>Grade Level Chairs FEL</p>
<p>Daycare Information Packets</p> <p>(Delivered to local daycare centers)</p>	<p>Information packets will be delivered to surrounding daycare centers and Head Start facilities. They will include information for parents about HCBOE and Russell Elementary, as well a how they can apply to Pre-K</p>	<p>May 2024</p>	<p>PreK- Kindergarten</p>	<p>FEL</p>
<p>Middle School Matters</p>	<p>Parents of currently enrolled 5th grade students are invited to tour their local middle school with their students. The local middle school will provide information about the school, the curriculum, and expectations.</p>	<p>April 2024</p>	<p>5th</p>	<p>Brad Burris- School Counselor</p>

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2023 - 2024**GOAL 6: COMMUNITY COLLABORATION: Increase community engagement and participation in school activities.**

C.C. ACTIVITIES	DESCRIPTION OF THE ACTIVITIES	DATES OF ACTIVITIES	GRADE LEVEL(S)	PERSONS IN CHARGE AND HELPING
Walmart	Local Walmart donated several bicycles for us to give out to students.	On-going	ALL	FEL
Help A Child Smile Dental Program	A permission letter will be sent home for the parents to return. HACS will discuss how to keep your teeth healthy. A care package will be available for students to take home. HACS provides cleanings, x-rays and more.	Year round	ALL	School Med Tech FEL
Daughters of the American Revolution	Members of this organization volunteer to read to students during Read Across America week.	Spring 2024	ALL	FEL
Allstate Insurance	Allstate Insurance Agency donated Much needed school supplies to Russell Elementary.	July 27, 2023	ALL	FEL
Stevie B's Pizza Buffet	Russell Elementary is partnering with Stevie B's to host a spirit night each month. The event will bring staff, families, and students together to eat and play while supporting Russell Elementary. Stevie B's will give Russell a portion of the night's sales and provide a pizza party to the classroom with the most participation.	Throughout the year	ALL	Grade-level Teachers FEL