

## Tennessee Standards for Family-School Partnerships

### **Standard 1: Welcoming all Families into the School Community**

Families are active participants in the life of the school, and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class and school.

### **Standard 2: Communicating Effectively**

Families and school staff engage in regular, meaningful communication about student learning.

### **Standard 3: Supporting Student Success**

Families and school staff continuously work together to support students' learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.

### **Standard 4: Speaking up for Every Child**

Families are informed and enabled to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.

### **Standard 5: Sharing Power**

Families and school staff are equal partners with equal representation in decisions that affect students and families and together inform, influence, and create policies, practices, and programs.

### **Standard 6: Collaborating with Community**

Families and school staff work together with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.

### **TN Standard 1 – Welcoming all families into the school community. Federal Standard - Shared Responsibilities for High Academic Achievement (d) Building Capacity for Involvement (e) Accessibility (f)**

Pond Gap has completed the following steps:

- Utilizing the sign outside to communicate information to parents and community members.
- Teachers and principal communicating weekly and monthly on current and upcoming school events and information using Parentsquare. Parentsquare is a district wide communication platform in which parents and school can communicate via email or text messages about students.
- Hallways are neat, clean, and clear of clutter. We frequently post pictures of students and staff engaging in events held throughout the year.
- Safety inspections are held on a routine basis by the SRO and administration to ensure that the school grounds are welcoming and safe.
- Parent engagement activities are held throughout the year. These activities focus on parents and student engaging in activities that help the student become a lifelong learner.

#### **The family engagement events that meet the criteria for Standard I include:**

- Meet the teacher night
- Free Backpack giveaway with supplies at all family engagement nights.
- Parent teacher conferences are held twice a year for parents and teachers to come together and discuss individual students academic and behavior progress and concerns.

- Pond Gap hosts a music program for second grade every year.
- A talent show is held at the end of each year to showcase students who have a variety of talent. There is a program during the day and evening so that all that wish to attend have an opportunity.
- Honor assemblies are held for grades K-5, for the first and second semester to recognize students who have shown academic progress.
- Each grade level hosts a parent meeting at the beginning of the year to discuss with parents the upcoming school year.
- During kindergarten stagger days we host a parent meeting for kindergarten parents to build relationships and provide ways for parents to support their students in school.
- Thanksgiving lunch
- Bookfair
- Family engagement – mad science night, literacy night, Community game night, fall festival, field day, field trips, community garden volunteer

**TN Standard 2 – Communicating Effectively Federal Standard – Share Responsibilities for High Academic Achievement (d) Policy Involvement (4) (A-D) Building Capacity for Involvement (e)**

- All important information is sent home in both English and Spanish. It is sent on paper and on Parentsquare. This includes newsletters and event notices.
- Student handbooks are sent home within the first two weeks of school, which contains all school policies and procedures.
- Meetings with parents about data, curriculum, and assessments are done with specific grade level parents, during school wide meetings, parent conferences, and family engagement events.
- Title 1 handbooks, parent compacts, and family engagement plans are sent home in English and Spanish. The Title I handbook includes suggestions on how parents may support their children’s learning regarding homework, volunteering in the school, participation in the District Advisory Council, etc.
- The school website is updated and maintained on a regular basis with current information along with Title 1 information for the parents and community to access.
- A daily folder is sent home with students including homework, behavior paper with grade, and communication between teacher and parent. A parent signature is requested each day.
- Teachers are expected to return parent phone calls and/or emails within 24 hours of initial contact.
- The outside digital sign is used to communicate with parents and community members about current and upcoming events.
- Teachers and parents communicate via Parentsquare through email and text messages.
- Parents will be given regular student progress reports through daily folders, midterm reports and report cards, as well as access to grades online through Parent Portal. Communication in regards to Tier 2 and 3 intervention notification is sent home quarterly
- Parent teacher conferences are held twice a year or if a parent or teacher requests another day or time.
- Administration holds an open door policy for students and staff to discuss concerns or questions. Parents have access to administration during the school day in person or via email or phone. If unavailable responses are within 24 hours of initial contact.

Administration strives to be accessible and visible to students, staff, parents, and all stakeholders within the community.

- The school has a social media account to keep parents and the community up to date on school information and events.

**TN Standard 3 – Supporting Student Success Federal Standard - Shared Responsibilities for High Student Academic Achievement (d) Building Capacity for Involvement (e)**

- Opportunities for parents to observe, volunteer, and participate in classrooms is an ongoing basis throughout the school year. Communication to parents about opportunities is done via Parentsquare and notes home from the teacher and administration.
- The PBIS system is thoroughly used throughout the school. Incentives, programs and strategies to recognize good behavior, accomplishments, and awards are done on a regular basis. Students are recognized during the morning announcements and given an award by the principal each morning. Students are also recognized on the hallway monitor.
- Woot Woot Wagon based on progress towards goal done on a monthly basis.
- Our instructional coaches work with teachers through Individual Learning Cycles and Professional Learning Communities. These are to increase teacher knowledge and improve student achievement. Coaches are vital to build our teachers capacity which increases student success.
- S-Team meetings are held as a process to help students who are struggling. The support can be for either academic or attendance. The process includes all stakeholders that are relevant to the students specific needs. This process may lead to formal testing or other supports services for the student.
- Students who score below the 25% in reading or math (Grades 4 and 5) are included in a program known as RTI squared. It is a program that is directed by teachers and support specific skill deficits.
- Weekly Whole Child Support Team meetings are held to discuss and determine the needs of students who are in need of things such as food, clothing, or family situations.
- Backpack buddies is a backpack program that is supported by Second Harvest to support students who need food at home. At this time, we are currently serving 75 students through this program.
- Awards ceremonies are held at the end of each semester to recognize the hard work and effort of students.
- During the holidays for Thanksgiving and Christmas community support through local churches, school staff, and other organizations provide meals, new clothes, and toys for students.
- We currently have a Helen Ross McNabb counselor working with students twice a week and meets with the Whole Child Support Team weekly. We also have a full time guidance counselor along with a second counselor who meets on Thursday to meet the needs of our students. Our full time behavior coach and PAC teacher work with our counselors to ensure that students are getting the mental support needed.
- A site steering committee made up of parents, staff, and community members meet on a monthly basis to discuss student and school needs, ways to improve the quality of the learning day for students, and collaborate on projects and programs that will enhance the vision and mission of Pond Gap Elementary.

#### **Standard 4 – Speaking Up For Every Child**

- Students who score below the 25% on our universal screener is placed into a support skill small intervention group that are mostly directed by teachers
- Weekly a whole child support team meets to determine the needs of students that are not met by IEP or the S-Team process. The focus is on students social, emotional, and economic wellbeing
- S-Team meetings are held to support students who might be struggling academically or in attendance. Parents, teachers or other staff may refer students for testing or services. During the process, documentation is made of all interventions made by the school that are in place to support the struggling student.
- Twice a week a counselor from Helen Ross McNabb meets with students that have been referred by either parent or staff. Those students on her caseload are monitored closely
- The school district provides a full-time nurse on site.
- Students are provided with the opportunity for a free dental screening during the school year. Students who were identified as having dental problems were transported to the health department and treated. Parents also had the opportunity to allow dental staff to seal students' teeth to help prevent cavities.
- The school social worker works closely with organizations within the community, volunteers, and other services to provide food, clothes, shoes, and other needs for student as necessary.
- A full time counselor is on site to provide support to students and provide support to families and staff.

#### **TN Standard 5 – Sharing Power**

#### **Federal Standard – School Parental Involvement Policy (b) Policy**

#### **Involvement (c)**

#### **Shared Responsibilities for High Student**

#### **Academic Achievement (d)**

#### **Building Capacity for Involvement (e)**

- Meet the teacher is held prior to the first day of the school to allow parents and students the opportunity to meet their teachers, to welcome families back from summer, and get acquainted with the school building. There is also a grade level meeting night within the first month of school for families to meet and learn more about each specific grade level. The parents learn any pertinent information about school policies and/or procedures, Title 1 information, after school programs, along with community engagement activities.
- A student handbook is distributed to all students and parents in the fall. Administration does a walk-through resources for parents. The handbook is printed in different languages to accommodate the needs of our families.
- Title 1 handbooks are sent home during the first weeks of school along with the parent compact, that has been jointly developed with parents to be signed.
- ParentSquare, the school website, and parent meeting/events are used to present information to stakeholders.
- Community partners are invited to attend and participate in the Site Steering Committee meetings every month.

- The district provides opportunities for parents to attend and participate in Parent Advisory Committee meetings on a monthly basis. These meetings allow parents to give input and participation in their child's education.
- Information is shared with local newspapers and business newsletters for publication to provide a positive information about school activities.
- Two parent teacher conferences are held each year. Teachers also meet with parents as the need arises to meet student's needs. Parents to special education students attend meetings at least once a year to assess their child's individual program.
- The TSIP plan/E-Plan is developed jointly and shared with the leadership team, the staff, and parents.
- The Family Engagement Plan is developed jointly and shared with the leadership team, the staff, parents, and community stakeholders.
- Community stakeholders are given information about school activities, plans, accomplishments, and needs. In addition, we meet monthly with the Site Steering Committee to determine school and community needs and plan ways to meet these needs.
- The administration oversees all teacher evaluation and programs. Lead teachers share in the evaluation of teachers and the follow up of teacher implementation of strategies in the classroom.
- The instructional coaches are responsible for implementing weekly PLC meetings and provides support in both group and individual to teachers as needed.

## **TN Standard 6 – Collaborating With Community**

### **Federal Standard – Building Capacity for Involvement (e)**

- The site steering committee meets monthly to address upcoming events, budget needs, school and community needs.
- Pond Gap has strong ties with community partners that support the school through a variety of ways- monetarily, volunteering, and through specific programs.
  - The Knoxville Dream Center-The members of the Knoxville Dream Center have adopted Pond Gap as one of its schools they provide support to. They provide anything from student needs such as food, clothing, and school supplies to providing volunteers to work during special events throughout the day.
  - Second Harvest provides food backpacks for our students who experience food insecurity at home.
  - University of Tennessee provides interns and student teachers to our school. We also receive support through a Community School Coordinator. They also provide an Americorp Member to support students in our community garden.
  - Central Church of God- the members of the church provide food, clothing, school supplies to students and parents.
  - Bearden Rotary Club- members provide books and volunteers to read to kindergarten students on a weekly basis.

The Pond Gap Parent Plan was amended and adopted on October 2023