

Friendship Elementary School  
Parent – Student – Teacher Compact  
2008-2009

This compact is a voluntary agreement between the parent, the student, and the teacher to help your child's progress in school, by promoting his/her achievement. We believe this agreement can be fulfilled through our team effort.

As a student, I agree to:

- Take responsibility for my actions by exhibiting self control
- Respond in an appropriate manner when given direction or correction by any teacher or staff member
- Observe our school's safety rules
- Respect school property
- Do my best in all that I do at home and school

As a parent, I agree to:

- Help my child to resolve conflicts in a positive way
- Show support for my child and the school staff and to respect cultural differences
- Keep the lines of communication open to my child and the school
- Encourage good study habits at home and at school
- Limit and monitor my child's TV viewing

As a teacher, I agree to:

- Provide information to the student and the parent based on student progress
- Use methods and techniques that work best for my class
- Provide an environment conducive to learning
- Help each student grow to his/her fullest potential
- Communicate effectively with my students and parents

As a team we can work together to carry out this agreement.

Student signature \_\_\_\_\_

Parent signature \_\_\_\_\_

Teacher signature \_\_\_\_\_

Date \_\_\_\_\_

Friendship Elementary School  
**Parent / Family Involvement Plan**  
2008-2009

**Mission Statement**

The mission of Friendship Elementary School, in partnership with its community, is to prepare responsible, caring and productive students by providing challenging learning opportunities along with developing their reading and math skills to proficient and advanced levels.

**Belief Statements**

- 1) Challenging opportunities for all students should be provided through up to date data, research-based information and procedures and special programs aligned to focus on student achievement.
- 2) School attendance should be encouraged by parents and school educators, so each child can be provided with the best opportunities for academic learning.
- 3) Educators, parents and the community share in the lives, responsibility and education of each student.
- 4) Communication among students, teachers, staff, community and business should reflect on the well being of every child to be successful adults.
- 5) Safety and security for every student and staff member will be provided to the best of our ability.

Friendship Elementary School recognizes that family involvement is an integral component of the educational success of children. We are committed to incorporating and enhancing ongoing family involvement at our school. Thus, Friendship Elementary School will comply with the Tennessee Department of Education's Family and Community Engagement Plan, in conjunction with our own site-based Parent / Family Involvement Plan.

**Our objectives and goals for our Parent / Family Involvement Plan include:**

- ❖ To write an annual Parent / Family Involvement Plan by a committee of parent volunteers to be reviewed and evaluated annually by parents, staff members and community advisors.
- ❖ To involve parent / families in more family activities, through both social and academic experiences, at beneficial times, whether that be evenings, afternoons, weekends, or during school hours
- ❖ To promote a family-friendly school by encouraging the entire school staff on more positive interactions with parents, thereby making families feel welcome and at ease at our school
- ❖ To post the Friendship Elementary School Parent / Family Involvement Plan on our website

- ❖ To plan and hold a school-wide Family Night in the fall in order to provide family and school activities and to make available our Parent / Family Involvement Plan. School activities and events will be previewed.
- ❖ To encourage parents and students to sign the Parent-Student-Teacher Compact. After the teacher signs, a copy of the signed Compact will be sent home.
- ❖ To hold an August Friendship Elementary Parent Teacher Organization Meeting in order to introduce the school staff members to the parents. PTO events and activities will be outlined for the families.
- ❖ To set up a Parent Center for parents to have access to family resource information, such as parenting classes, relief agencies, parenting materials
- ❖ To receive input from families, orally and through an annual anonymous survey

To increase family involvement within Friendship Elementary School, staff will implement the following items:

**Communication with Parents/ Families:**

- School monthly newsletter in both languages of our school families
- Website lunch menu, daily announcements and calendar of activities
- Classroom newsletters
- Email
- Phone calls
- Terrific Tuesday contacts
- Parent/Teacher Conferences
- Posted signs outside classroom doors stated staff members credentials
- Announcement board in front office
- Brochures available on table in school lobby
- Lighted announcement sign on front campus
- Posted announcement signs on display in town
- Articles in local newspapers
- Letters sent home to notify parents of days their child was absent or tardy above 5 days.
- Automated phone calls to notify parents of school events, school dismissal
- Parents are informed of their child's TCAP scores.
- Parents are notified of their child's eligibility for ESL services by phone call and letters.

**Plan Point 1: The school is responsive to the needs of its families.**

- Documents sent to family members will be translated, as appropriate.
- A list of community services is available in Friendship Elementary Parent Center.
- Information will be sent to home as needed, such as Lice Treatment; Staph Infection information, etc.
- Hugs and Hearts, a school resource, will help students with their physical, clothing, supply needs as determined by the Hugs and Hearts Committee upon recommendation by staff members.

- Local church groups provide the school with supplies for students.
- The school will provide guest speakers for parent / families on various topics. These will be free and open to all families. Such topics would be health, nutrition, Love Read Learn, D.A.R.E. Parental sessions, etc.
- Parenting VCR videos and books are available for checkout in the Parent Center.
- A comfortable waiting room is available in the office reception area.
- Free child care is offered during PTO Meetings and Parent Orientation.
- The principal is available at after-school events and during the school day.
- The principal will authorize the use of funds to increase parent involvement at Friendship Elementary.
- The school will provide funding for family activities, such as Family Night and training, such as Love Read Learn.

**Plan Point 2: Families are seen and treated as partners in their children's education by teachers and other instructional staff.**

- State standards are explained at the beginning of each year during Parent Orientation.
- The school will provide upon request assistance in understanding topics such as the following: the State's academic content standards; the state's and local academic assessments (TCAP); No Child Left Behind requirements; how to monitor your child's progress
- At fall registration parents and family members are given an opportunity to sign up to be volunteers in the school.
- Work to be done at home, papers to be kept at home and other informational papers are sent home daily in a durable plastic folder (Purple Folder) that is provided through a local business.
- Progress reports are sent home mid-nine weeks.
- Homework assignment books are provided by a local business. These provide space for homework assignments to be written, space for teacher comments and parental comments and parent signature.
- Communication is encouraged through parent/teacher conferences, phone calls, emails, and homework folders.
- Parents are encouraged to complete school surveys to share their opinions and concerns.
- Sign in sheets will be available at all events.
- A Volunteer Sign – in Roster will be at the front office.

**Plan Point 3: Each family's experience, knowledge, and culture are respected and valued by the entire school staff.**

- Interpreters will be provided as needed.
- Notes, school newsletters/calendars and classroom information is translated as needed.
- Family members are encouraged to share their customs and cultures through individual classroom and school-wide events.
- The school ESL teacher and the system's translator are used to assist families.

- Parents will be asked for their input on the school's plans and processes
- Teachers will not only contact parents to address concerns, but also to praise children for outstanding performance and/or improvement.

**Plan Point 4: Parents are expected to support their child's learning. The following are some suggested ways.**

- Provide a home environment that actively supports learning through reading, writing, conversations, and discussions among family members.
- Provide a family routine that supports learning such as a set time for studying, watching television and going to bed.
- Provide positive communication between family members and children.
- Encourage learning and the love of learning.
- Encourage reading and writing.
- Encourage child to show positive school behavior.
- Meet their basic obligations such as providing shelter, proper nutrition, and clothing for children to the best of their ability.
- Stay informed about their child's education, ask questions related to their child's academic progress and communicate with the school by promptly reading all notices from the school received by their child.
- Assure that their child(ren) get to school on time and attend school regularly.
- Encourage children by asking about schoolwork, providing an appropriate atmosphere for doing homework, and monitoring homework to its completion.
- Serve on any boards or councils pertaining to the school, to the extent possible
- Attend Parent – Teacher Conferences in person, if possible. Have a phone conversation if cannot attend.

**Summary of programs offered to students and families of Friendship Elementary School:**

- 1) English as a Second Language classes as meet guidelines
- 2) Speech classes as meet guidelines
- 3) Resource classes as meet guidelines
- 4) Students who need extra help in math and reading receive extra help through Title I teacher and educational assistant.
- 5) Students are offered math and reading tutoring afterschool through state monies.
- 6) There is an afterschool program (L.E.A.P.s) for 2 ½ hours each day.
- 7) L.E.A.P. offers 30 minutes computer lab time each morning.
- 8) Occupational Therapy as meet guidelines
- 9) Physical Therapy with guidelines
- 10) Counseling by school counselor and by independent counseling service
- 11) Music classes – all students once a week
- 12) Physical Educational classes – all students once a week
- 13) BRIDGES classes for Kindergarten students
- 14) Preschool program

- 15) Health class – all students once a week
- 16) Exercise class – all students once a week
- 17) Art class – all students once a week
- 18) Walking Program
- 19) Hearing screening
- 20) Vision screening
- 21) Hugs and Heart
- 22) Angel Tree
- 23) Translating – English/ Spanish
- 24) Universal Breakfast – all students eat free
- 25) Waiver for school fees for free/reduced lunch students
- 26) Free and reduced lunch with guidelines
- 27) Take 10 exercise program – all students
- 28) Body Mass Index screening
- 29) K – 3 Dibels Assessment
- 30) K-2 Saxon Phonics
- 31) K-5 Saxon Math
- 32) Discovery Education Think Link Assessment 2<sup>nd</sup> – 5<sup>th</sup> grades
- 33) United Streaming Internet Teaching Resource
- 34) Education City Internet Teaching Resource
- 35) Accelerated Reader Renaissance Program
- 36) Destiny Library Program – Computer scan student checkout of books
- 37) School scores “In Good Standing” according to No Child Left Behind Federal standards
- 38) Walking Garden in front of library with flowers to attract hummingbirds and butterflies
- 39) Coordinated School Health System program and school committee
- 40) School Improvement Plan written for improvement of needs identified by TCAP scores and parent/ student/community surveys written by teachers, staff, parents and community members.
- 41) Emergency Drill Plans for Fire, Severe Weather and Intruder – drills conducted according to state requirements
- 42) Annual Health, Safety and Fire Inspections
- 43) An annual Veteran’s Day Assembly
- 44) Three school musicals a year
- 45) A student Talent Day each year
- 46) Kindergarten and Fifth Grade Promotion Ceremonies each year
- 47) D.A.R.E. curriculum taught to fifth grade each year
- 48) 4-H classes for 4<sup>th</sup> and 5<sup>th</sup> graders each year
- 49) 3<sup>rd</sup> – 5<sup>th</sup> grade Science Fair each year
- 50) School yearbook published each year in color
- 51) Various charity and community events each year
- 52) All textbooks are up-to-date and provided by Crockett County School System.
- 53) FES has 24 computers in our Computer Lab.
- 54) Students key in a four digit number at the end of the lunch line.

- 55) Star Reader tests to determine reading level of students taken three times each year
- 56) Academic Pep Rally at end of each nine weeks to present awards for various accomplishments
- 57) Each student is taken on at least one educational Field trip each year.
- 58) 3<sup>rd</sup> – 5<sup>th</sup> grade Spelling Bee each year – winner's name engraved on plaque displayed in front lobby
- 59) Read Across America is celebrated with a week's activities each March.
- 60) Drug Free Week is celebrated with week long activities each October.
- 61) Families are offered the opportunity to purchase individual students pictures in the fall and spring. Class group pictures can be purchased in the fall. Kindergarten and 5<sup>th</sup> grade students have promotion pictures made in the spring.
- 62) Falcon Gold and Falcon Silver Honor Rolls are published in the Crockett Times each nine weeks.
- 63) Honor Rolls, Perfect Attendance, and award winners are published in the State Gazette each nine weeks.

#### Summary of Information Concerning Staff Members:

- 1) Each certified teacher at FES is Highly Qualified according to federal standards
- 2) Each certified teacher is required to have five days of Professional development each year.
- 3) Every three years, the staff is required to write a new Tennessee School Improvement Plan with review and update each year.
- 4) Each certified teacher is required to renew the Professional License every 10 years by completing required course work
- 5) Monthly Friendship Elementary Staff Meetings are held.
- 6) Teachers must include the state standards being taught in each day's lesson plans.
- 7) Most staff members are trained in CPR.
- 8) Teachers must teach the state standards that are required in each subject area.
- 9) Lunchroom staff members are certified by state of Tennessee.
- 10) All educational assistants are required to obtain Para Pro certification- either by college work or state test.
- 11) All teachers are required to meet Physical Activity regulations.
- 12) Teacher of Year selected by peers – winner's name engraved on plaque displayed in front lobby. This teacher goes on to compete for system teacher of the Year.
- 13) Certified teachers must complete a full evaluation composed of 3 observations with paperwork for the first 3 years of employment. All certified teachers must complete two full evaluations composed of 3 observations with paperwork twice within every ten years. Informal evaluations with required paperwork are done during the other years. Drop in observations by the principal are done frequently during the year.

- 14) Staff members are required to be trained in MSDS and Blood Borne Pathogens each year.
- 15) Staff members are required to be trained in suicide prevention each year.
- 16) Staff members are required to keep attendance and tardies in their gradebook daily and report to the system truancy officer as required.
- 17) Teachers are required to teach the constitution.