

**Component: The Learning System    West Union Elementary School    Coordinators:    Linda Naylor  
Mike Rodes**

**Priority Needs:** According to interviews and informal observations, communications regarding the instructional objectives and the goals of the school district and school are not well understood or shared by the school community including parents, non-parents, community leaders, staff and students. Progress has been made in this area but the concern remains a Priority Need.

**Improvement Goal (Performance Indicator):** By the end of the 2007-2008 school year, West Union Elementary School will effectively communicate an articulated curriculum and educational goals to all households served by the district and actively engage the school community in the implementation and evaluation of the continuous improvement plan. This will be measured by an increased level of satisfaction by parents and stakeholders on the *Effective Schools Surveys* to be conducted. This will also be measured by an increased level of parent/community involvement.

**Causes/Contributing Factors (from school needs assessment):**

- A review of school records indicates an increase in the level of communication between home and school regarding school attendance and absenteeism.
- Although the school has focused on parent and community involvement for several years, more still needs to be done.

**Strategies:**

1. During the 2007-2008 school year, all students and parents will receive frequent communication from classroom teachers and administration in order to inform, motivate and provide a sense of ownership in the educational process. Successful implementation of this strategy will be measured by communication from school to home and home to school and by regular updates to the school web page.
2. During the 2007-2008 school year, all parents will be invited to participate in various classroom/school activities throughout the year. Successful implementation of this strategy will be measured by data showing increased parental involvement.

**Component: The Learning System    West Union Elementary School    Coordinators:    Linda Naylor  
Mike Roades**

<b>Strategy #:</b> 1 During the 2007-2008 school year, all students and parents will receive frequent communication from classroom teachers and administration in order to inform, motivate and provide a sense of ownership in the educational process. Successful implementation of this strategy will be measured by communication from school to home and home to school and by regular updates to the school web page.							
<b>Activities/Tasks: (Process Indicators)</b>	<b>Person Responsible</b>	<b>Timeline From/To</b>	<b>Evidence, Examples, Products, Deliverables</b>	<b>Resources Have</b>	<b>Resources Needed</b>	<b>Funding Source</b>	<b>Funding Needed</b>
1a. District and/or building newsletters will be sent home quarterly.	Administrators	District/ Bldg At least once per quarter	Copies of communication	Xerox/paper Computers	Time Paper	General Fund	Xerox/ Paper charge \$500 estimated
1b. Each teacher will send home classroom newsletters	All teachers	Weekly	Copies of newsletters	Xerox/paper Computers	Time Paper	General Fund	Xerox/ Paper charge \$4000 estimated
1c. Billboard at school will be regularly updated with school events and dates	Bldg Principal	Semi-monthly	Sign updated as needed	Sign and letters	Info from principal	General Fund	None
1d. School website calendar and information will be updated regularly	Bldg Principal	Ongoing	Website up-to-date with useful information	Website software Website manager	Info from principal	General Fund	None
1e. Conduct building parent survey to collect parent perceptions about school	Bldg Principal	Survey conducted in February	Survey data	Survey	Time Survey software	District	\$350
1f. Provide parents with copies of ELA and Math OACS to inform them of grade level learning targets.	Title I Parent Resource Coordinator	Completed by September 30	Copies of OACS and dates delivered to classrooms	OACS Xerox/paper	None	General Fund	\$200

Budget estimates are on a year-by-year basis.

<b>Strategy #:</b> 2. During the 2007-2008 school years, all parents will be invited to participate in various classroom/school activities throughout the year. Successful implementation of this strategy will be measured by data showing increased parental involvement.							
<b><u>Activities/Tasks:</u></b> <b><u>(Process Indicators)</u></b>	<b><u>Person Responsible</u></b>	<b><u>Timeline From/To</u></b>	<b><u>Evidence, Examples, Products, Deliverables</u></b>	<b><u>Resources Have</u></b>	<b><u>Resources Needed</u></b>	<b><u>Funding Source</u></b>	<b><u>Funding Needed</u></b>
2a. 100% of parents will be invited by teachers and /or students to attend curriculum preview nights, achievement test sessions, parent/teacher conferences, P.T.O. meetings, Family Nights, and special events.	All teachers Administrators Students	Throughout the school year	Copies of invitations Sign- in sheets Phone logs Conference summaries Lesson plans  (1 per quarter)	Computer Xerox/paper Telephone Courses of study Adopted State Standards	Time	Gen. Fund	\$100
2b. Each Family Night will include topics related to student success, recognition, and showcasing student achievement. Students will play active roles to encourage improved parental attendance and improve the home-school connection.	All Teachers Administrators Students	School calendar	Agendas Programs # in Attendance	AV-Equipment Xerox/paper	Family Night materials	Principals' Fund	\$700
2c. Conduct Annual Title I Parent and School Compact Meeting	Bldg Principal	Completed by September 30	Agenda Sign-in sheet	Info Xerox/paper	None	Gen. Fund	\$100
2d. Solicit parent and community volunteers; conduct volunteer training and orientation; assign volunteers to classrooms; monitor volunteer program	Volunteer coordinator Bldg Principal	Ongoing	List of volunteers Dates and agendas for volunteer trainings	Volunteer Manual Volunteer Coordinator	Recognition for volunteers Volunteer Materials	Gen. Fund	\$250

Budget estimates are on a year-by-year basis.