

Fivay High School Title One and Open House meeting 2019-20

Thank you for volunteering your time to be available for Open House on September 4th from 6-8:00. It is a wonderful way to begin your partnership, build positive relationships, and make a positive contact with parents. I truly believe that parents come to open house to meet their child's teacher, see the classroom, school, and seek supporting adults for their child. Open house is a perfect time to solidify a "trustful and supportive" partnership.

I really appreciate your commitment to being "Partners in Education" with our students, and our parents. Please indicate your presence on the sign-up sheet located in Heather's office for your ½ day flex to be granted on the **October 14th** planning day (come in at 7:10 A.M. and leave at 10:40 A.M.).

Here is what I want you to frame at Open House...

Open House objective is to provide the parents with information about the learning expectations, how their child will produce evidence of their learning, how you will facilitate their child tracking their levels of learning, what resources does their child have when they are struggling, and how the parent can provide support at home to align with their child's success in mastering the standards for this class (Partners in education).

Think about the "big picture", how does the actions of the school, teachers, support staff, students and parents support our desired effect; ensuring our FHS vision as measured by our student outcomes/expectations, using FHS Shared Values.

Write on your whiteboard

1. Name of class
2. Teacher name, email, and Remind account information for your class account.
3. Do Now activity: Post the following essential question for the parent: *How can I partner with FHS to support my child to be successful in being life, career and college ready as measured by our student outcomes/expectations with the standards in (insert class here).*
4. Open House schedule

1st Period

- 6-6:05 Provide parents/guests with handouts and turn on TV
- 6:05 - 6:15 Annual Title One meeting
 - Superintendent's, Administration, and Parent Involvement Coordinator video message and the review of Title One documents
- 6:15-6:25 Period 1

2nd Period 6:29-6:39

3rd Period 6:43-6:53

4th Period 6:57-7:07

5th Period 7:11-7:21

6th Period 7:25-7:35 (Parents to sign in and complete Parent Involvement survey)

7:45 Campus closed

Give as guest arrive for period 1

- ◇ Handout packet
 - Principal's Welcome / Shared Values (Front/Back)
 - Contact information (Front/Back)
 - GMS Title One Parent Involvement Plan (Front/Back)
 - Parent Right to Know / School Advisory nomination form (Front/Back) - Collect
 - Home School Agreement (Front/Back) - Collect

Complete in period 1

- FHS Annual Title One meeting sign-in sheet. Have parents sign-in to period one only
- Home and School Agreement (If parent insists that they completed on schedule pick-up day, say thank you)
- Sign up to be on our School Advisory Council

Thursday Sept. 5th, Please turn in the following to the Main Office:

- ✓ FHS Annual Title One Sign-in
- ✓ Home School Agreement
- ✓ Any extra handouts

Notes

- ✓ Talk up to your students to come and tell them what to expect.
- ✓ We will begin in the classrooms (first period) at 6:00pm.
- ✓ Prepare a seven-minute presentation (three minutes for questions) focusing on the "Course Standards", along with FHS Shared Value (expectations), how struggling students can get help, and how communication between home and school will be established.
- ✓ Post class schedule for Open House in your room
- ✓ Post "Do Now" for Parents and students
- ✓ Administration will announce change of class via intercom
- ✓ Thank parents/guest for supporting their child/children's student outcomes
- ✓ Make Open House about the students, their children, and the FHS vision compared to being about the teacher.
- ✓ Parents need to feel confident that their child's teacher is going to be able to support their child in being successful without reservation. Refrain from sharing the following:
 - This is my first year

- I am a new teacher
- I am going to learn as much from your child as they learn from me
- I don't know... If you have this situation, have the parent write down their contact information so you can communicate with them tomorrow.

Hints for your presentation:

- Encourage parents to become “Partners in Education”
- Provide copies of your syllabus
- Standards and activities their child will be expected to know, understand, and do to demonstrate their level of mastery.
- Student learning has shifted from students completing activities, to learning experiences where students are provided with opportunities to demonstrate their levels of learning (with standards).
- **Sample EOC questions**
- Procedures/protocols/routine events
- How their child’s work/thinking will be assessed.
- How will you communicate their child’s progress
 - MyStudent Parent Portal, Website, Remind.com or ?
- Show your website, canvas page or sign-up information for Remind account
- Textbooks and resources used. If digital, how to access. Show class sets.
- If their child is struggling... How can they be part of the problem-solving
 - If they have a question and need to contact you?
 - How to a sign up for conference? Have a sheet posted for parents to sign up for conferences or contact information.
- Display student work.
- If you have a recommended reading list, web site list, or electronic links have that available.
- **Smile you are awesome!**

Conduct a summarizing activity to determine evidence of parent understanding of information. Verbally ask parents to share out our Desired effect with student outcomes and examples of ways that they will support these academic goals (by 6th period, they should really have it down).

Administrative notes

Communicate event

- School Connects
- Twitter / FB /Website
- School marquee
- News show announcement

Video message

- Welcome by Principal and Pledge
- Superintendent’s Welcome (Video)
- Messages from Administration and Parent Involvement Coordinator

To be communicated by Administration and Parent Involvement

- *Partners in education – Principal's Welcome*
 - *Purpose - Vision*
 - *Student Outcomes/Expectations*
 - *Shared Values*
 - *Title One*
 - *Monitoring for "On Track" success*
 - *EWS*
 - *Additional importance of attendance*
 - *Ways for students to be recognized for being "On Track"*
 - *What to expect from Open House event*
 - *How parents can be involved*

Handouts

- Handout packet
 - Principal's Welcome / Shared Values (Front to back)
 - Contact information (2 pages front to back)
 - GMS Title One Parent Involvement Plan (2 pages front to back)
 - Parent Right to Know / School Advisory Nomination form (Front to back)
 - Home School Agreement (2 pages front to back)
 - FHS Annual Title One meeting Parent sign-in

Note: Make 20 for each period one teacher. If teacher runs out, sent a student next door to find extras