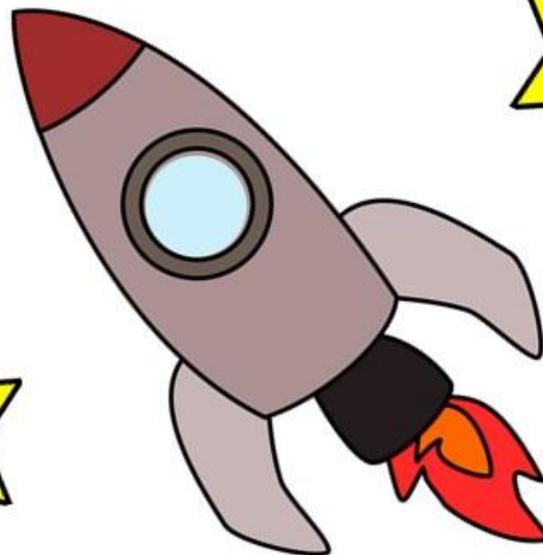
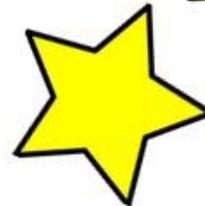
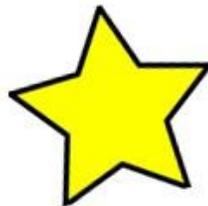
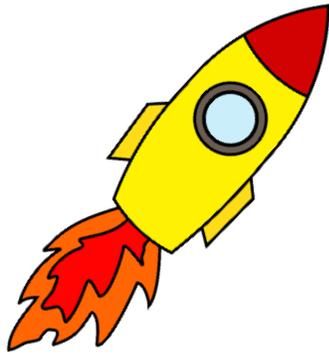


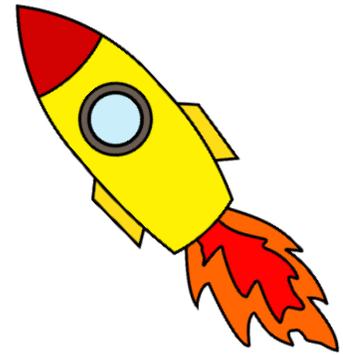
**Rosemont  
Elementary  
School  
Handbook**

**2016 - 2017**





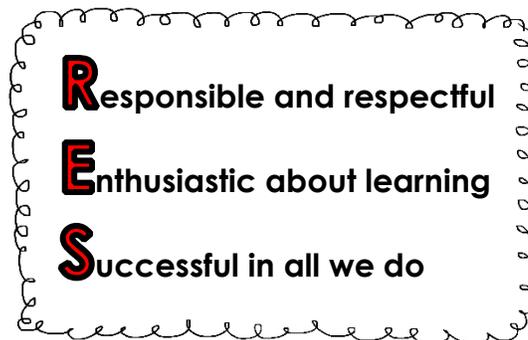
**Rosemont Elementary School**  
**301 South Alabama Avenue**  
**Martinsburg, WV 25401**  
**304-267-3560**  
**Fax #: 304-263-3838**



Welcome to Rosemont Elementary School! A new school year is such an exciting time for students, staff, and parents. The early years of school are pivotal ones for children. These years are a time of significant growth both academically and socially. What your child will accomplish is so incredible! Teaching children to read is a remarkable process.

We encourage parental involvement every step of the way. When all of us work together, our accomplishments can be limitless. Please join the PTA to support our students and staff with activities and events throughout the school year. You will have numerous opportunities to volunteer your time and talents in a variety of ways.

We look forward to helping your child fully achieve his or her potential. As Rosemont Rockets, we will always strive to be:



Letting these character traits serve as our guiding principles establishes clear expectations of student behavior. We will create a school culture where all students feel safe, respected, and valued.

It is our hope that the information in this handbook will answer some of the questions you may have about Rosemont Elementary School and will be helpful to you. Please feel free to contact me with any questions or concerns you may have. You may reach me at 304-267-3560 or by e-mail at [ejpropst@k12.wv.us](mailto:ejpropst@k12.wv.us). We are looking forward to working with your child and you.

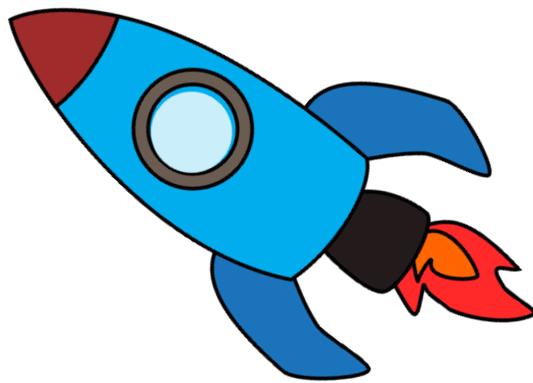
Sincerely,  
Erica Propst, Principal

## **Mission Statement**

Rosemont Elementary School students and staff will strive to be responsible and respectful, enthusiastic about learning, and successful in all we do!

## **Vision Statement**

The vision of Rosemont Elementary School is to provide the skills necessary for all students to live a productive and rewarding life.



## **School Schedule**

**8:20 AM:** Door opens for all students  
Breakfast begins

**8:45 AM:** Breakfast ends

**8:45 AM:** Instructional Day begins

- Students arriving after 8:45 AM are marked tardy on their attendance cards. When dropping off tardy students, please park in the Westview Baptist Church Parking lot and walk your child to the front entrance of the school.

**3:15 PM:** Dismissal for Car Riders/Walkers  
(Students who leave before 3:15 PM are marked early-out EE or EU)

**3:20 PM:** Bus Dismissal

## **Absences/Attendance**

If your child is absent, a note must accompany him/her to school on his/her next day of attendance. If a note is not provided within 48 hours of the absence, it will be counted as an unexcused absence. Students must arrive to school by 8:45 AM. Those arriving after this time will be marked tardy on their attendance cards. If your child will be absent for an extended period and you know in advance, please let his/her teacher know. Educational Leave forms are available upon request prior to an activity or trip. (We have included a copy of the form in the back of this handbook.) If your child is absent more than one day, please call the office before 9:00 AM on the second day and we can arrange for the teacher to compile make-up work. The make-up work will be available for pick up after 2:00 PM.

\*Berkeley County's complete attendance policy is fully listed in the Student Handbook.

## **Arrival and Dismissal of Students**

Buses arrive at school between 8:20 – 8:40 AM. Car Riders/Walkers may enter the building between 8:20 – 8:45 AM. **For safety reasons, parents should not leave students unattended at school prior to 8:20 AM.** Any student arriving after 8:45 AM will be considered tardy, and parents should park in the Westview Baptist Church and walk their child to the front office for check-in.

Dismissal will begin at 3:15 PM for students being picked up by parents. Buses are called beginning at 3:20 PM.

### **Procedures for picking up students during school hours:**

- Requests for early dismissal must be kept to a minimum.
- A note is required so the teacher will know in advance that the student is leaving early. This eliminates class disruption when the student leaves early. (If you would like your child waiting for you in the office, please call ten minutes before your arrival.)
- All doors will be locked during school hours for safety reasons. If parents must pick up a child during school hours, parents need to come to the front doors near the office area.
- Parents must check in with the school secretary. Parents are NOT to go to the classroom. The student will come to the office for dismissal.
- A sign out sheet is located in the office. Parents must complete this sheet stating student name, date, time, reason for leaving, and signature.



### **Arrival/Dismissal Procedures for Car Riders**

**For the safety of our students, it is extremely important to adhere to the following procedures when regularly dropping off or picking up your child.**

#### **Arrival Time: 8:20 - 8:45 AM**

(After 8:45 AM, your child will be considered tardy and you will need to park in the Westview Baptist Church parking lot to bring your child to the front office.)

**1. If your child will be a daily car rider, you have been given (or will be given) car tags for your vehicles with a number on them that will be specific to your child. Please display this tag in your windshield when dropping off and picking up your child. Identification may be requested by staff members. (If for some reason, another family member or friend will be picking up your child, please send a note with your child so that our staff members are aware of the change.)**

**2. Cars need to line up along Stephen Street and continue forward in a single line. We ask that your child exit the car on the Stephen Street sidewalk. A sign will clearly mark the drop off area.**

**3. After your child exits the car, you may either turn right on South Louisiana Avenue or South Delaware Avenue to King Street.**

**4. Parking is only available in the Westview Baptist Church parking lot on South Louisiana Avenue. You will need to park in the church parking lot and enter the school at the front office doors if you need to bring your child into school.**

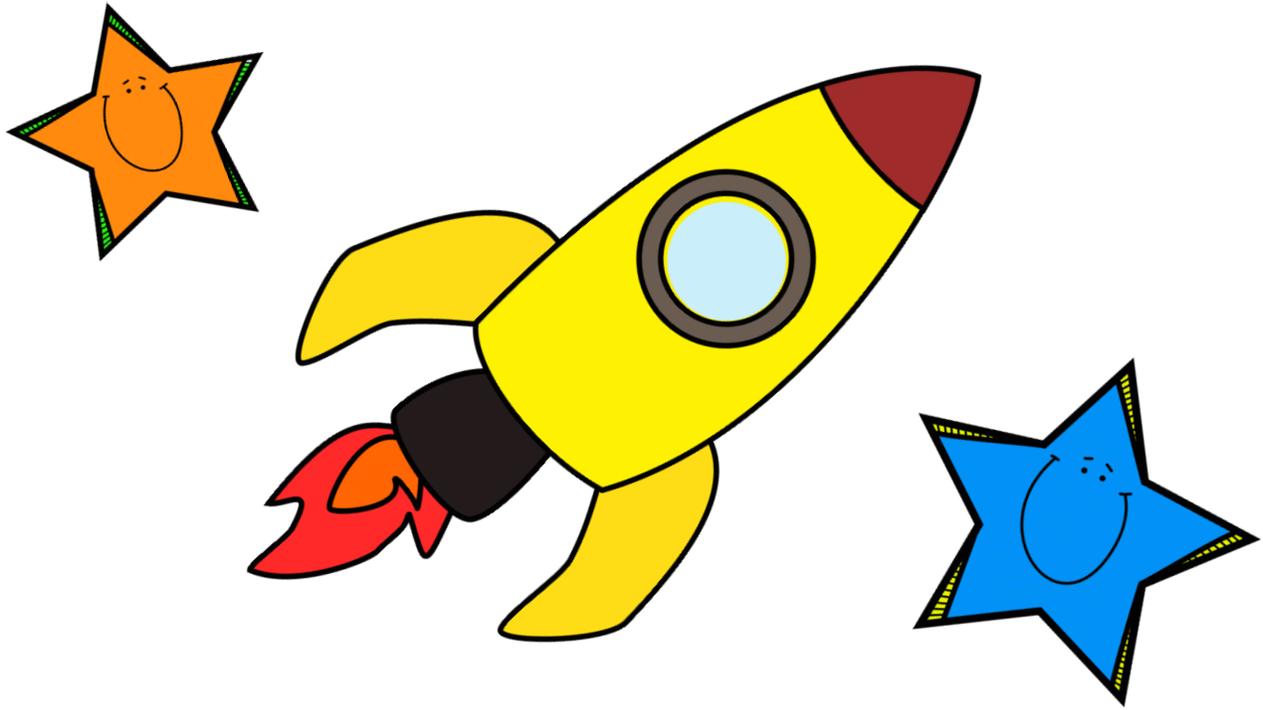
#### **Dismissal Time: 3:15 - 3:30 PM**

Dismissal will be done in the same manner. For Car Riders, please line up along Stephen Street and proceed forward to the marked area. We will load three cars at a time.

If your child is a daily Walker, Walkers will be called to the front office for dismissal. Please remember that if you park your car, it must be parked at Westview Baptist Church.

**Buses will always load and unload in front of the school on Alabama Avenue. Buses will turn left onto Stephen Street. Please leave enough room in the Car Rider line on Stephen Street to allow buses to turn safely. For the safety of all of our students, no car riders may load or unload on Alabama Avenue.**

We appreciate your cooperation in this matter!



- Anytime there is a change in the transportation of your student, a note needs to be written to the homeroom teacher and signed by the parent. (Example of change in transportation – if you need to pick up your student as a car rider when he or she generally rides the bus.) For safety reasons, students are NOT permitted to leave the building with anyone other than a parent/guardian unless written permission has been approved.
- If you have an emergency and need to change your student's dismissal plan, please call the front office before 3:00 PM so that the message can be relayed.

**Procedures for students going home with a friend:**

**If your child will be riding the bus home or being picked up by another student's parents, both parties need to have written notes about this change in dismissal. This will ensure that both students have permission for these arrangements.**

**Two-Hour Delay:** Instruction begins at 10:45 AM. No student may be dropped off prior to 10:20 AM. Students arriving after 10:45 AM will be marked tardy.

## Bicycles

Traffic around Rosemont Elementary School and the surrounding areas is a safety concern for school officials. It is our school policy that bicycles are **NOT** to be ridden to and from school.

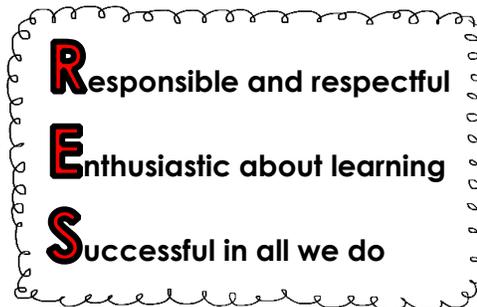
## Chaperones / Field Trips

According to Berkeley County School policy, each student may have the opportunity to take field trips throughout the school year. School field trips must be directly related to curriculum. As appropriate opportunities arise, we will contact you for permission and possible assistance. Parents or guardians wishing to chaperone a field trip must be approved by the Berkeley County Board of Education. A form will be sent home for you to complete if you wish to be a chaperone. You may not accompany the students on any field trip unless approved. Chaperones must be at least 21 years old. Only Rosemont Elementary School students may attend field trips. (Preschoolers are not permitted on field trips.) Chaperones **MUST** ride the bus with the students that they are chaperoning. All school rules apply on field trips. (Money for all field trips is non-refundable due to prepaid activities and transportation.)

## Discipline Program

Rosemont Elementary School will be implementing a positive, proactive approach to dealing with problem behaviors. We are committed to developing a school community and overall culture that emphasizes prevention and instruction when it comes to dealing with behavior issues. The students will be taught and retaught (as needed) appropriate school behaviors and conduct and the staff will reinforce those behaviors in all settings.

**Rosemont Elementary School will have the following motto:**



We expect students to be respectful and responsible at all times. **In addition, chewing gum and toys are not permitted.** The students will be taught these rules in all school settings. Teachers will teach and model appropriate school behavior the first weeks of school. The staff will reinforce positive behaviors by giving students "Rosemont Bucks" who consistently display appropriate behaviors and conduct. Students will be able to cash in their "Rosemont Bucks" monthly for various trinkets and prizes.

Every classroom has a clip chart that helps students monitor their own behavior. The clip chart has six sections and they are as follows:

**Super Job! (Pink Paper)**

**Good Work! (Blue Paper)**

**Ready to Learn (Green Paper)**

**Make Better Choices (Yellow Paper)**

**Reteach Time (5 or 10 minutes off recess) (Orange Paper)**

**Note Home/ "Think Time" Form (Red Paper)**

Every student begins the school day on "Ready to Learn" and hopefully moves up the chart as the day progresses. If a student exhibits an inappropriate behavior that the teacher has warned him/her about, the student will move his/her clip to "Make Better Choices." When the student shows that he/ she is making better choices, he/she will be able to move the clip up the chart. If the inappropriate behavior continues, the student will receive reteaching time and even possibly a "Think Time" form will be sent home.

Upon completion of the "Think Time" form, teachers will staple the form into student planners for required parent signatures. If a student receives 3 or more forms in one week, he or she will be sent to the office. An office discipline form will be sent home to be signed and returned.

**\*Extreme behaviors will be handled immediately. Extreme behaviors include fighting (harmful physical contact), blatant insubordination directed toward a staff member, weapons violation, or threats of violence. (All disciplinary actions are at the discretion of the school administration.)**

**Reward Events:** Each 4 ½ weeks (at the interims and end of the nine week grading periods) a reward event will be held for those students having no "Think Time" forms during that time period. Possible reward events include a sock hop, moon bounces, movies, extra recess time, kick ball tournaments, etc. Students will be made aware of the upcoming event and the time frame. Each 4 ½ weeks is a fresh start for our students.



### **Emergency Card Information**

Please fill out both sides of your child's emergency card completely and carefully. If your child becomes ill at school and we need to reach you, this information is critical. Please list any medical conditions that your child may have so that our school nurse is aware of this information. **If any of the pertinent information changes during the year, please keep us updated by sending a note.**

## **Emergency School Closings**

Weather and other unforeseen emergencies may create the need to close schools. **It is very important for every family to have a contingency plan for children in the event of early closings or delayed openings.** Each student should know what to do should schools be closed during the day. If the parent will not be home, an alternative plan must be in place. **Please complete and return the “Rosemont Elementary School Student Emergency Dismissal Plan” form.** This form will be on file with your child's teacher. The plan CANNOT involve the use of a telephone during an emergency closing.

The school office is unable to notify parents of early closings. Our phone lines must be kept open. Information regarding any school schedule change will be announced on local radio stations, WEPM 1340 AM, WRNR 740 AM, 95.5 FM, WLTF 97.5 FM, on television NBC Channel 25 (Cable Channel 12) in Hagerstown, MD, and on the Berkeley County Schools webpage <http://www.berkeleycountyschools.org/Page/1>. Parents may also register as an NTouch user on the Berkeley County Schools website and will receive automated e-mails and text messages pertaining to closings, delays, etc.

## **Guidance Program**

A full-time Guidance Counselor serves Rosemont Elementary and provides services in the following ways:

- Developmental Guidance Classes bi-weekly
- Individual/Group Counseling
- Parenting Classes
- Attendance Groups
- Referrals to Outside Agencies
- Consultation Services for Parents, Students, Teachers, and Agencies
- Parent Conferences

## **Library/Media Program**

Rosemont Elementary School's Library/Media Center provides students with experiences through creative skill lessons, puppetry, storytelling, book promotions, book fairs, weekly book checkouts, and many other opportunities. This program strives to teach students how to access resources for life-long learning and to instill in students a life-long love of reading.



## **Local School Improvement Council**

The Local School Improvement Council (LSIC) provides support and direction to the school administration. In addition to the principal and assistant principal, the council is composed of teachers, parents, service staff members, and two community members at-large. The LSIC meets once per nine weeks. The first meeting for the school year will be announced in the newsletter. Please send the office a note if you are interested in being a member of the LSIC.

## **Lost and Found Items**

Items of clothing and supplies lost at school or on the bus will be kept in the lost and found box located in the office area. At the end of each nine weeks, the items that remain will be donated to charity. Parents are encouraged to write their child's name inside of clothing and items of value to help avoid loss.

## **Lunch Forms/Billing**

Free and reduced lunch forms must be filled out **each year** even if you qualified the year before. Lunch forms are sent out at the beginning of the school year and must be returned as soon as possible. Forms are available in the office year-round if you have a change of income.

Berkeley County Schools will continue the charge plan. At the end of each month, you will receive a bill for the breakfasts and lunches your child has charged. Your prompt payment is appreciated. More information about Berkeley County Schools nutrition program can be found on the Berkeley County Schools website.

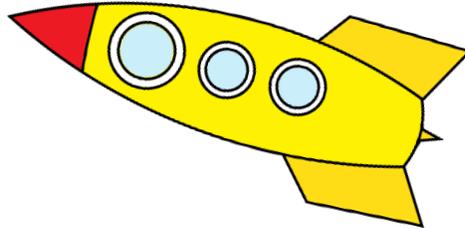
## **Lunch Room Expectations**

**\*Milk for packers may be purchased for .25 cents.**

1. Quiet when the lights are off – no exceptions. When entering the cafeteria, students must be quiet in line so that the secretary can properly do the finger scanning. When exiting the cafeteria, students must be quiet for dismissal purposes.
2. When the lights are on, students may talk quietly with others in close proximity.
3. Display appropriate table manners. Students may not play with food.
4. Emergency restroom breaks only – only one girl and one boy at a time may go to the restroom.
5. **State and Federal Wellness Policy prohibits any fast food or soda in the school cafeteria for children or adults.**

## **Newsletter**

An electronic newsletter from the office will be issued monthly. A message will be sent when the monthly newsletter is available. Our newsletter includes upcoming events, achievements of students, and general information. Please read each newsletter and stay involved with our activities at Rosemont Elementary. (A paper copy may be requested.) This information will always be posted on our school website.



## **Parent / Teacher Association (PTA)**

Parents are such an important part of making a school excellent. We hope that you will join and participate in activities sponsored by the Rosemont Elementary School PTA. Parental and staff involvement is important to the academic success of our students. PTA information will be sent home periodically to update the parents and staff of the organization's events. Also, a membership form is included in the form section of the handbook. We look forward to all working together!

## **Parent / Teacher Conferences**

Two formal parent/teacher conferences will be scheduled each year. Additionally, school staff members are always willing to arrange an appointment for parents when such a meeting would be in the best interest of a student.

## **Parent Visitations / Volunteers**

We encourage parents to visit our school and participate in our activities. If you would like to visit the classroom, please make prior arrangements with your child's teacher. **All visitors must stop by the office, sign the visitors' log, and pick up a visitors' sticker for safety purposes.** You are welcome to eat lunch with your child any day. Please call the office so that we can let the cafeteria staff know you will be coming. Lunch for an adult is \$4.00. **Fast food and soda beverages are prohibited for lunch at school.** Several programs offer parents and community members opportunities to volunteer their time at Rosemont. Some of the activities include the PASS program, PTA projects, library helpers, activity coordinators, classroom helpers, etc. All visitors or volunteers must park in the Westview Baptist Church parking lot which is located on Louisiana Avenue.

## **Parties at School**

In an effort to protect valuable instructional time and follow the Berkeley County Schools Nutrition Policy, "party goodies" are prohibited at school for birthdays. The names of students with birthdays are read over the intercom in the morning and the students receive birthday pencils. **Please do NOT send invitations to school for outside of school parties unless everyone in the class receives one.**

Teachers may request healthy food items to be sent in for a class or for school celebrations. Two school wide parties will be held – Holiday Party near Winter Break and Valentine's Day Party.

## **Personal Property**

The only items a student should bring to school are those necessary to schoolwork. **This means that ALL toys, stuffed animals, CD/MP3 players, video games, cell phones, non-requested money, etc. should be kept at home.** We request that all these items be left at home because many times a toy will be misplaced or broken at school. The school is not responsible for items that are lost and/or damaged during the school day or on the bus. If any CD/MP3 players, video games, or cell phones are visible or make noise during class, the item will be sent to the office and will need to be picked up by a parent or guardian.

## **Safety**

Student safety is paramount at Rosemont Elementary. Evacuation and safety procedures are in place in the event of an emergency. Throughout the school year, we will have practice fire and safety drills. In the event that we must evacuate Rosemont, Westview Baptist Church has been identified as our evacuation site.

## **School Pictures**

School pictures will be offered in the fall and spring. Individual and class pictures will be available for purchase and colored yearbooks will be available in the spring. Yearbooks must be pre-ordered. Order forms will be sent home for yearbooks.



## **Student Clothing**

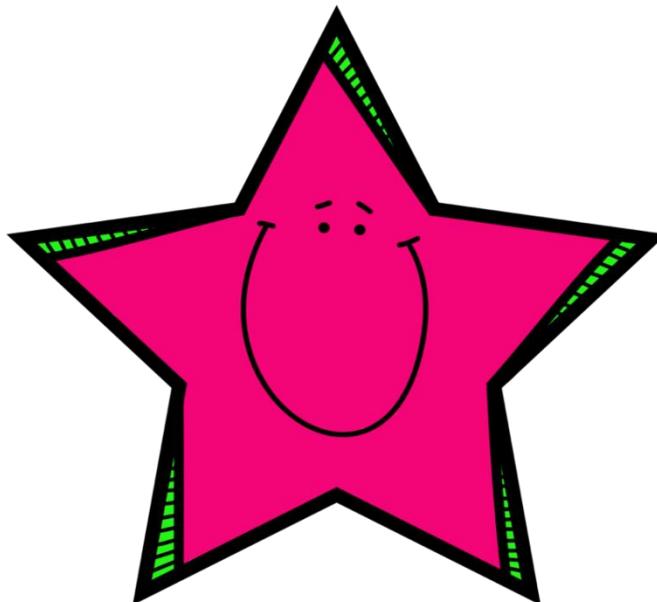
Students are requested to dress in clothing that is appropriate for the weather and an active school environment. Students are to refrain from wearing clothing that promotes tobacco, alcohol, violence, or in any way interferes with a positive and safe educational environment. Appropriate warm weather clothing includes fingertip length shorts, tops that cover the midriff and have straps at least an inch wide. No halter-tops or cut off tops may be worn. During all seasons, no underwear should be showing. Hats and head coverings are not to be worn in the building. While we encourage children to celebrate their uniqueness, brightly dyed hair such as neon pink, green, and other unnatural shades cause disruptions and are therefore not acceptable. Appropriate shoes or sneakers should be worn to school each day because students continually participate in physical fitness activities. Sling shoes (flip flops, slide sandals, etc.) are not to be worn at any time. All sandals must have a back strap. Skate sneakers are not permitted. Please also refer to the Berkeley County Schools dress code.

## **Telephone Usage**

The school telephone is reserved for school business. Students may use the telephone only in case of emergency and then only with approval. If at any time a parent feels it is necessary to call the school, the secretary will take a message. School personnel are not to receive a call unless it is an emergency. The teacher will call back when he/she is not required to be with children. We appreciate your cooperation in this matter.

## **Textbooks**

Textbooks are provided to your child free of charge. Your child is responsible for the care of these books. If a book is severely damaged or lost, you are responsible for the replacement cost of the book. Please send a note to your child's teacher in the event that this happens.



## **Rosemont Elementary Title I Federal Programs**

Rosemont Elementary has a federally funded Title I program. The program provides many different programs for Rosemont Elementary. First, it provides two certified reading specialists who facilitate the program and work with the administration, teachers, parents, and most importantly the students. The program also provides additional part-time staff in the areas of math and reading. The additional staff works with teachers and students to assist students in becoming successful at Rosemont Elementary. Title I is a school wide program so that **all** students in the school benefit. Additionally, the program provides staff development for teachers, an extended day program for struggling students in grades 2 and 3, as well as parental involvement activities and trainings.

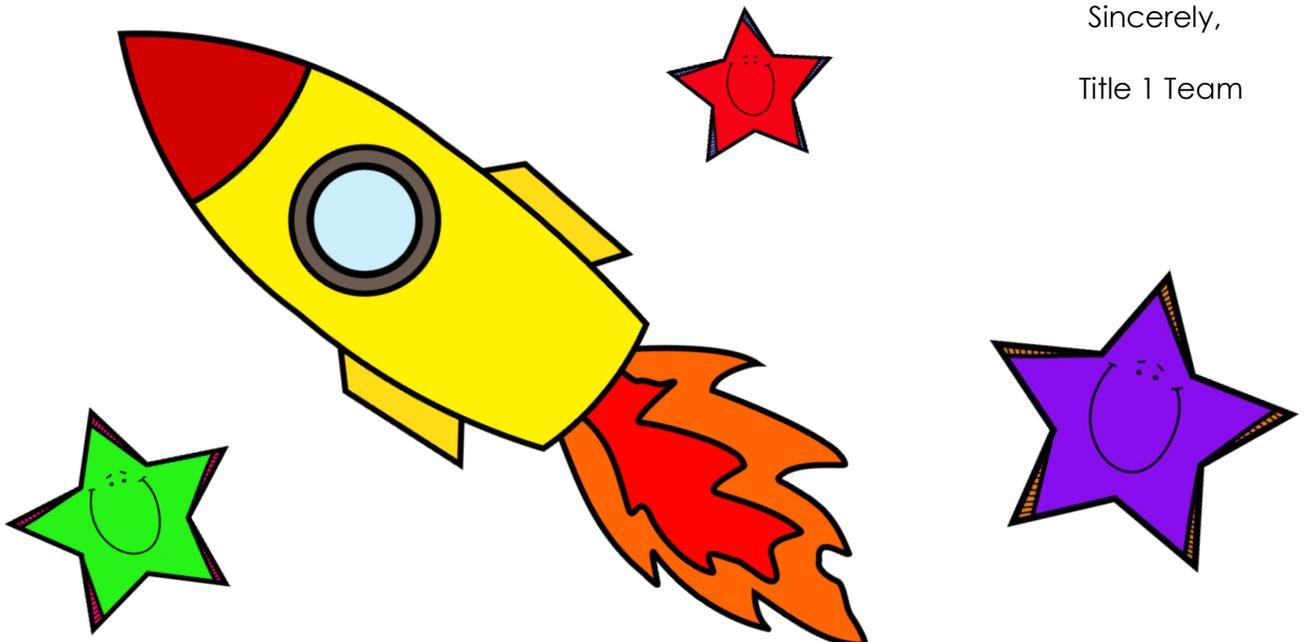
Here is a sampling of what the Title I program provides for Rosemont Elementary. One of the parental involvement activities planned for next year is the "One School, One Book" program. This awesome reading program involves the entire staff and all students K-3 all reading the same book! This activity involves families reading at home with their student to emphasize the importance and value of reading. A reading schedule comes home with students so that all families can participate and read together! This program has been very successful in the past and we have lots of fun at school with daily trivia questions and special activities. We also host two brunches during the year for parents to come to the school and learn about what Title I is, the student assessments given, and the state curriculum that their students are learning.

Staff trainings are also provided through the Title I program. We pay for teachers to have time for meetings and trainings. Teacher trainings include data teams, professional development on writing, reading, math curriculum, and technology. Additionally, teachers receive materials for their classrooms to enhance research-based strategies.

We are looking forward to working with the wonderful and supportive parents at Rosemont Elementary as well as the terrific students we have in the 2016-2017 school year.

Sincerely,

Title 1 Team





## Rosemont Elementary School Parental Involvement Policy

### PART I. GENERAL EXPECTATIONS

Rosemont Elementary agrees to implement the following statutory requirements:

Consistent with section 1118, the school will ensure that the required school level parental involvement policy meets the requirements of section 1118 of the ESEA, and includes, as a component, a school-parent compact consistent with section 1118(d) of the ESEA..

Schools will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

- In carrying out the Title I, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

If the school-wide program plan for Title I, Part A, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).

The school will involve the parents of children served in Title I, Part A schools in decisions about parental involvement and opportunities. The school will build its own policy and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.

The school will provide parental involvement activities under section 1118 of the ESEA in the areas of improving student achievement, child development, child rearing and additional topics parents may request.

The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) that parents play an integral role in assisting their child's learning;
- (B) that parents are encouraged to be actively involved in their child's education at school;
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

## **PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

**NOTE:** The School Parental Involvement Policy shall include a description of how the school will implement or accomplish each of the following components. [Section 1118, ESEA.]

1. Rosemont Elementary shall take the following actions to involve parents in the joint development and review of its school parental involvement policy under section 1118 of the ESEA:

*Parent Orientation-August 2016*  
*Parent Planning Involvement Meeting- May 2017*  
*Parent Brunch Fall/Spring 2016-2017*

2. Rosemont Elementary shall take the following actions to involve parents in the process of planning, joint development of the program, review and improvement of programs under Title I Part A of the ESEA :

*Parent Orientation-August 2016*  
*Parent Planning Involvement Meeting- May 2015*  
*Parent Brunch Fall/Spring 2014-2015*

3. Rosemont Elementary shall hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will invite all parents of children participating in Title I, Part A programs to this meeting.

*Kindergarten Registration Spring 2017*  
*Title 1 Parent Brunch Fall 2016*

4. Rosemont Elementary shall provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

*Home and School Connection-Monthly newsletter*  
*Interim Reports every nine weeks*  
*Student Performance Report-Every 9 weeks*  
*Parent Conferences-twice during the school year*  
*School Newsletters-Monthly*  
*Parent Conferences available upon request*  
*Star Early Literacy, Star Reading, Star Math results are given to parents three times a year*  
*SPL intervention letters of students participating are sent home in September 2016 and January 2017*  
*Parent Brunch Fall/Spring 2016-2017*

5. Rosemont Elementary shall, at the request of parents, provide opportunities for regular meetings, held at flexible times, for parents to formulate suggestions and to participate, as appropriate, in

decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:

*Parent Orientation-August 2016*  
*Parent Teacher Conferences held twice yearly*  
*PTA meetings – monthly*  
*Parent Brunch Fall/Spring 2016-2017*

6. Rosemont Elementary shall provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:

*Student Performance Report - every 9 weeks*  
*Interim Reports – every nine weeks*  
*Star Early Literacy, Star Reading, Star Math results are given to parents three times a year*  
*SPL intervention letters of students participating are sent home in September 2016 and January 2017*

7. Rosemont Elementary shall take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002):

*Attestation Letter From Administration*

8. Rosemont Elementary shall provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the actions described below --

- the state's academic content standards,
- the state's student academic achievement standards,
  - the state and local academic assessments including alternate assessments,
  - the requirements of Title I Part A,
  - how to monitor their child's progress, and
  - how to work with educators:

*Home and School Connection-Monthly newsletter*  
*Interim Reports every nine weeks*  
*Student Performance Report-Every 9 weeks*  
*Parent Conferences-twice during the school year*  
*School Newsletters-Monthly*  
*Math and Science Connection Newsletter-Monthly*  
*Parent Conferences available upon request*  
*Star Early Literacy, Star Reading, Star Math results are given to parents three times a year*  
*SPL intervention letters of students participating are sent home in September 2016 and January 2017*  
*Title I Luncheon-Fall 2016 / Spring 2017*  
*Parent Orientation-August 2016*  
*Parent Teacher Conferences held twice weekly*  
*PTA meetings - monthly*

9. Rosemont Elementary shall provide materials and training to help parents work with their children in the areas of improving student achievement, (including literacy training and using technology) child development, child rearing and additional topics parents may request.

*“The One School, One Book Program”  
Home and School Connection-Monthly Newsletter  
Parent Orientation – August 2016  
Various Workshops for Parents throughout the school year*

10. Rosemont Elementary shall, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

*Working with Parents Training 2016*

11. Rosemont Elementary shall, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

*While there is not a public preschool program housed at Rosemont Elementary, Berkeley County does have preschool programs in the area.  
Berkeley County Schools coordinates meetings/trainings between preschool and kindergarten teachers.*

12. Rosemont Elementary shall take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

*Translator provided by Berkeley County Schools in family's home language is available upon request  
Providing all correspondence in language used at home  
Use of website Transact.com*

### **PART III. DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS**

**NOTE:** The School Parental Involvement Policy **may** include additional information and describe other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;
- establishing a school parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

#### **PART IV. ADOPTION**

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Rosemont Administration and the staff.

This policy was adopted by the Rosemont Elementary Administration on May 1, 2016 and will be in effect for the period of the 2016-2017 school year. The school will distribute this policy to all parents of participating Title I, Part A children on or before August 22, 2016.

Mrs. Erica Propst, Principal  
May 1, 2016