



**District Accountability System Goal 4, Objective A
Engaging Our Students' Parents
Annual Report – August 2009**

Executive Summary

The Savannah-Chatham County Public School System has worked diligently to increase parental involvement. PTA, parental involvement and their level of inclusion within a school can typically be used as a barometer of their relative academic success. Model PTA status is the goal to which all schools are working to attain and SCCPSS is seeing a growing number within the district. The state criterion for achieving this status requires a PTA and its school to target two main areas: Administrative and Operational (see attached *The Model PTA Guide*).

Model PTA is not a static or permanent achievement. Schools and their parent-teacher organization must earn the status annually.

SCCPSS' first school to achieve Model PTA status was Coastal Georgia Comprehensive Academy, earning the \$1000 bonus from Superintendent Lockamy in 2006-2007. In 2007-2008, three more schools achieved Model PTA status: Bartow Elementary, Pooler Elementary and DeRenne Middle and two of those schools have maintained their status for the current school year. For school year 2008-09, a significant gain was achieved by adding ten new Model PTA schools to the group. A visual display can be seen in figure 1. The overall goal for 2012 school year is to achieve 30 or more Model PTA schools.

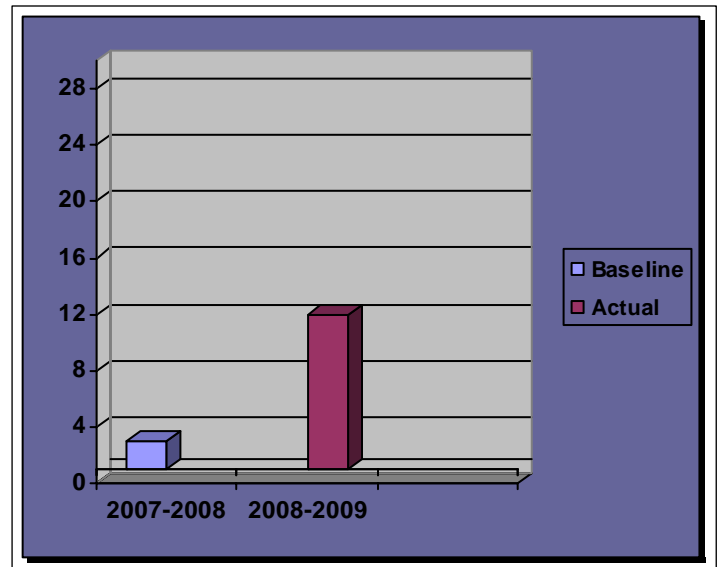


Figure 1: Schools achieving model PTA status

The Office of Communications and Community Engagement (OCCE) has worked to build strong positive relationships with state and local PTA leaders to bolster parental involvement. At the same time, principals have volunteered personal responsibility for supporting PTA in their schools and through the growth of their PTAs, the schools and our students are benefitting from greater parental and community involvement. PTA has become and will continue to be a signal representative of the commitment of our community stakeholders and our parents to play a more supportive role in the lives of young people.

The following chart breaks down the schools that achieved Model PTA status for the previous and current school year.

Elementary Schools

School	Achieved Model PTA Status 2007-2008	Achieved Model PTA Status 2008-2009
Bartow	Yes	Yes
Bloomington	No	No
Butler	No	No
Coastal Empire Montessori	No	No
East Broad	No	Yes
Ellis	No	No
Gadsden	No	No
Garden City	No	No
Garrison	No	No
Georgetown	No	Yes
Gould	No	No
Haven	No	No
Heard	No	No
Hesse	No	Yes
Hodge	No	No
Howard	No	No
Islands	No	No
Isle of Hope	No	No
Largo-Tibet	No	No
Low	No	Yes
Marshpoint	No	No
Pooler	Yes	No
Port Wentworth	No	No
Pulaski	No	No
J.G. Smith	No	No
Southwest	No	Yes
Spencer	No	Yes
Thunderbolt	No	No
West Chatham	No	No
White Bluff	No	No
Windsor Forest	No	No

Middle Schools

School	Achieved Model PTA Status 2007-2008	Achieved Model PTA Status 2008-2009
Bartlett	No	No
Coastal	No	No
DeRenne	Yes	Yes
Hubert	No	No
Mercer	No	No
Myers	No	No
Oglethorpe	No	Yes
Shuman	No	No
Southwest	No	No
West Chatham	No	No

High Schools

School	Achieved Model PTA Status 2007-2008	Achieved Model PTA Status 2008-2009
Beach	No	Yes
Groves	No	No
Jenkins	No	Yes
Johnson	No	Yes
Savannah Arts	No	No
Savannah High	No	No
Windsor Forest	No	No

Other Sites

School	Achieved Model PTA Status 2007-2008	Achieved Model PTA Status 2008-2009
Coastal GA Comprehensive*	No	No

*Achieved Model PTA Status in 2006-2007

The Model PTA Guide

*“A Process for Building and Sustaining
Strong Family/School Partnerships”*



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NOTES

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LOCAL UNIT INFORMATION

Complete the information below and use it as a reference. Visit the Georgia PTA website at <http://georgiapta.org/leadership-officers.html> and click on Need Your Local Unit Number, Council or District? if you need assistance completing the information.

Local Unit Number (LU#): _____

District: _____

District Director: _____

District Director's Phone Number: _____

District Director's Email: _____

Council: _____

Council President: _____

Council President's Phone Number: _____

Council President's Email: _____

The Purposes of The Model PTA:

- ❖ Encourages and guides the Local Unit PTA to fulfill the requirements to be “In Good Standing”.
- ❖ Provides a strong format and defines the process for effective parent engagement, advocacy and partnership in the school community.
- ❖ Assists the local school community to fulfill the parents’ rights and responsibilities of the No Child Left Behind Act, Section 1118.

The benefits for the Local Unit to achieve The Model PTA status:

- ❖ Strengthens the school/home/community partnership
- ❖ Increases and enhances parent and community involvement and engagement
- ❖ Links programs/projects/events to academic standards for every student
- ❖ Measures parent involvement (Ex: the number of parents volunteering at the end of the school year compared to the number of parents volunteering the previous year)
- ❖ Creates the opportunity for the school atmosphere to be more in tune with the needs of the students and families in the school community
- ❖ Back to basics – grassroots effort

Criteria to achieve The Model PTA status for the Local Unit PTA:

1. Complete thirteen (13) of the fourteen (14) Administrative Criteria
2. Complete either Level One or Level Two of the Operational Criteria
3. Send in The Model PTA Award Cover Sheet and the completed Living Document to the state office, postmarked by the last business day in February

New This Year To The Model PTA:

To be eligible to receive the Outstanding Local Unit Award, The Model PTA Award Cover Sheet and the Living Document must be completed and included with the Outstanding Local Unit Report, submitted to the state office, postmarked by the last business day of February.

The Model PTA Living Document provides for easy record keeping, and serves as part of the local unit’s history. Keep track of the local unit PTA’s progress by filling in the completed dates for each criterion accomplished. Both the PTA President and the Parent Involvement Chair should maintain a copy of the Living Document in their respective handbooks.

Visit the Georgia PTA website at www.georgiapta.org, or contact the Georgia PTA Parent Involvement Chair with questions, comments, or assistance on The Model PTA for local unit and council participation.

“The Model PTA initiative is a well-developed, research-based plan which includes both administrative and operational criteria. Its major strength is that it will allow parent groups in all school systems to utilize the same guidelines. This cohesiveness would ensure that all local units are in good standing with PTA/PTSA. Overall, it is an excellent model for uniting the efforts of all stakeholders in order to secure a brighter future for all children in Clayton County Public Schools.”

- Dr. Barbara Pulliam, Superintendent of Schools

“Nothing motivates a child more than when learning is valued by schools and families/community working together in partnership. Achieving The Model PTA status is definitely an exemplar of this great partnership that can only lead to ALL students achieving at high levels. I am very excited about the new life we are bringing to PTA in Savannah-Chatham County Public Schools.”

- Dr. Thomas Lockamy, Superintendent of Schools

The Model PTA – Administrative Criteria for the Local Unit PTA

1. Submit Incoming Officers' names and contact information **by May 15, and** Incoming Chairs' names and contact information **by August 30**, to the state office. Submit any/all changes to names and contact information, as they occur.
2. Maintain updated and approved Bylaws on file at the Georgia PTA state office; amendments may be made throughout the school year. All board members have a copy of the Bylaws **by November 15**.
3. Meetings: Prepare a calendar of the year's meetings and events; include Georgia and National PTA events. Send a copy of the calendar to the Council and District, *upon request only*.
4. Ensure all committees develop a Plan-Of-Work, include specific goals, and submit to the Local Unit PTA Executive Committee for approval by July 30.
5. Submit a copy of the Audit Packet Report to the state office, by the last business day in September.
6. Operate within and maintain an approved working budget. It should be presented and approved by the first General Assembly meeting of the school year, no later than September 30.
7. Submit Council membership dues and fees, and all State and National portion of membership dues to the state office on a monthly basis.
8. Send at least one representative to attend all Council meetings *and* District Fall and Spring Conferences.
9. Membership: Set a goal to increase last year's membership for the current year. A realistic goal is **100% membership or 2% increase** (last year's final membership number plus 2%).
10. Officers and Chairs shall attend the Georgia PTA **Convention/Leadership Training Conference July 2008**, at the Georgia International Conference Center, in College Park, Georgia.
11. Officers and Chairs shall attend at least two of the following State or National events: National PTA Convention; PTA Day at the Capitol; Georgia PTA Advocacy Conference; PTA University; District PTA training workshop; Council PTA School of Information, Priority Fair or other training workshops; a Report Writing workshop.
12. Attend at least one (1) local School Board of Education meeting.
13. Insurance: Georgia PTA strongly recommends that each local unit purchase an insurance policy. Proof of insurance must be kept on file with the insured Local Unit, by September 30.
14. **ACHIEVE THE MODEL PTA STATUS:** Submit The Model PTA Award Cover Sheet and a completed copy of The Model PTA Living Document to the state office, postmarked by the last business day in February.

New This Year To The Model PTA: To be eligible to receive the Outstanding Local Unit Award, The Model PTA Award Cover Sheet and the Living Document must be completed and included with the Outstanding Local Unit Report, submitted to the state office, postmarked by the last business day of February.

The Model PTA – Operational Criteria for the Local Unit PTA, Level One

1. The Local Unit PTA Board of Directors appoints a Parent Involvement (PI) Chair, and the contact information is sent to the Georgia PTA state office.
 2. The PI Chair attends Parent Involvement training offered by Georgia PTA; District Conferences (Fall or Spring) or workshops; and Council School of Information, Priority Fair, or workshops.
 - ❑ Understands Chair description
 - ❑ Develops and submits a Parent Involvement Plan of Work – with budget, to the Local Unit Executive Committee (inline with the board goals)
 - ❑ Maintain a Parent Involvement Handbook
 - Includes monthly calendars; write in dates for National, Georgia, District, Council, and any sister/feeder local unit PTAs events
 3. Understands the National PTA Standards for Parent/Family Involvement, and the current research findings and revisions completed on the National PTA Standards for Family/School Partnerships.
 4. Examine current Parent Involvement practices.
 - ❑ Invite all families and community members to fill out the National PTA Parent Survey
 - ❖ Available in English and Spanish (posted on the Georgia PTA website)
 - ❑ Middle and High School – invite students to fill out a survey
 - ❑ Present opportunities for surveys to be given at beginning of the school year at Meet & Greet, Open House events, etc.
 - ❑ Host a series of ‘Coffee and Chat with the Principal’ sessions
 5. Results of Parent Survey processed.
 - ❑ Calculate the results right away; present a report to the Local Unit Board of Directors by mid-September
 - ❑ Develop a Master Volunteer List; present to the LU Board of Directors
 - ❑ Discuss Parent Survey results at a board meeting; identify needs
 6. Develop a written Parent Involvement Policy at school*. Does the local school have a Parent Involvement policy?
 - ❑ Yes - Ask to see a copy of it!
 - Ask the Principal if it can be printed in the newsletter for parents to see.
 - When will the policy be reviewed? Ask the Principal about parent input.
 - What parent programs are planned for the school year as a result of the policy?
 - How can PTA and the school collaborate on the parent involvement policy?
 - ❑ No - Be prepared!
 - Know what is written into law; specifically, No Child Left Behind, Section 1118
 - Ask the Principal if a parent/school committee could be formed to write a policy.
 - Share the Parent Survey results with the Principal; determine with him/her target areas of need to assist in the development of a written parent involvement policy.
- *Whether Title I or Non-Title I
7. Develop a written Parent Involvement Plan of Work, based on results of the Parent Survey and Parent Involvement policy.
 - ❑ Identify academic, social, economic needs, and determine goals and outcomes to be accomplished for the school year
 - ❑ Plan/organize programs to be implemented during the school year.

- Programs and events are connected to current issues and affairs, students' interests, family cultures, curriculum – academic standards!
- Identify programs that can be implemented during After School, Before School, or Summer School
- Focus on one topic or concern and select a theme; all programs, projects, events centered on awareness and solutions throughout the school year
- Ensure two categories of programs and events are put into practice:
 - ✓ Parent Delivery:
 - Based on what parents want/need to know
 - Provide strategies that can be shared with parents to use at home
 - Potential topics for Parent Education workshops can include (but are not limited to) – How to Help Your Child Succeed, Parent/Teacher Conferences, Testing, What every parent needs to know and how they can help their child with - health, nutrition, summer school, reading, math, science, After School, Before School, transitioning from ES to MS, and MS to HS, college planning, career choices, driver's education, peer pressure, drugs, risky behaviors, and more.
 - ✓ Program Delivery:
 - Connects the parents to the school, parents feel welcome in the school
 - Volunteer Orientation, School policies and procedures, etc.
 - Provide opportunities to volunteer/engage in the school
 - Parents attend PTA meetings, see their child perform in school, Fall Festival, Spring Fling, Family Fun Night (centered on Math, Science, Reading, etc.), Family Game Night, Cultural Arts Event, Welcome Back to School Family BBQ, School Dance, Landscape beautification, host a blood drive, Toys for Tots, etc.; the program ideas are endless!

8. Evaluate!

- The programs and events - successes and failures
 - Make recommendations for the upcoming school year
 - Was there an increase in number of volunteers assisting children in school and at home?
 - Was there an increase in academic achievement as a result of programs and events?
- The Parent Involvement Chair
 - How did he/she do?
 - Was there a connection to parents?
 - Do parents feel welcome in the school as a result of practices, programs and events?
- Were the National PTA Standards for Family/School Partnerships implemented in all local unit programs, projects, and events?
- Did membership increase?

9. Celebrate the work and identify specific ways to thank Parents, Volunteers, Teachers, Staff and Community for all their work this year.

- Thank you cards
- Thank you Breakfast, Lunch, Brunch
- Articles and photographs on the website and in PTA/PTSA newsletter
- More...

The Model PTA – Operational Criteria for the Local Unit PTA, Level Two

1. The Local Unit PTA Board of Directors appoints a Building Successful Partnership (BSP) Chair or a (PI) Chair, and the contact information is sent to the Georgia PTA state office.
 2. The PI Chair attends BSP training *or* a workshop on the National PTA Parent Involvement School of Excellence Certification program offered by Georgia PTA; District Conferences (Fall or Spring) and workshops; Council School of Information, Priority Fair, or workshops.
 - ❑ Understands Chair description
 - ❑ Develops and submits a Plan of Work – with budget, to the Local Unit Executive Committee (inline with the board goals)
 - ❑ Maintain a Handbook
 - ❖ Includes monthly calendars; write in dates for National, Georgia, District, Council, and any sister/feeder local unit PTAs events
 - ❑ Puts BSP Team together; all members attend training or workshop
 3. Understands the National PTA Standards for Parent/Family Involvement, and the current research findings and revisions completed on the National PTA Standards for Family/School Partnerships.
 4. Examine current Parent Involvement practices.
 - ❑ Invite all families and community members to fill out the National PTA Quality Indicator Assessment Survey (QIAS).
 - ❑ Present opportunities for surveys to be handed out at the beginning of the school year at Meet & Greet, Open House events, etc.
 - Create incentives to receive completed surveys
 - ❑ Calculate the results right away; present report to the Local Unit Board of Directors.
 - ❑ Provide opportunities for discussion among stakeholders on the QIAS Results.
 - ❑ Proceed with the School of Excellence process.
 5. Develop a written Parent Involvement Policy at school*.
 - ❑ Understand what is written into No Child Left Behind, Section 1118
 - Is there a current PI Policy? Ask the Principal for a copy of it.
 - Can it be printed in the newsletter for parents to see?
 - When will the policy be reviewed? Ask about parent and community input.
 - Provide Parent Involvement Policy template from National PTA, and ask if a parent/school administration committee could be formed to write a policy (if none).
 - What programs are planned for the school year as a result of the policy?
 - How can PTA collaborate with the school on the Parent Involvement Policy?
 - Share the Parent Survey results with the Principal; determine with him/her target areas of need to assist in the development of a written Parent Involvement Policy.
- *Whether Title I or Non-Title I
6. Develop a written Parent Involvement Plan of Work, based on results of the QIAS Survey and Parent Involvement Policy.
 - ❑ Identify academic, social, economic needs, and determine goals and outcomes to be accomplished for the school year
 - ❑ Plan/organize programs to be implemented during the school year.
 - Programs and events are connected to current issues and affairs, students' interests, family cultures, curriculum, and academic standards

- Identify out-of-school time for programs to be implemented (After School, Before School, Summer School)
- Focus on one topic or concern and select a theme; all programs, projects, events centered on awareness and solutions throughout the school year
- Ensure there are two categories of programs and events:
 - ✓ Parent Delivery:
 - Based on what parents want/need to know
 - Provide strategies that can be shared with parents for them at home
 - Potential topics for Parent Education workshops can include (but are not limited to) – How to Help Your Child Succeed, Parent/Teacher Conferences, Testing, What every parent needs to know and how they can help their child with - health, nutrition, summer school, reading, math, science, After School, Before School, transitioning from ES to MS, and MS to HS, college planning, career choices, driver’s education, peer pressure, drugs, risky behaviors, and more.
 - ✓ Program Delivery:
 - Connect parents to the school; parents feel welcome in the school
 - Volunteer Orientation, School policies and procedures, etc.
 - Identify opportunities for parents to volunteer/engage in the school
 - Attend PTA meetings, student performances at school, Fall Festival, Spring Fling, Family Fun Night (centered on Math, Science, Reading, etc.), Family Game Night, Cultural Arts Event, Welcome Back to School Family BBQ, School Dance, Landscape beautification, host a blood drive, Toys for Tots, etc.; the program ideas are endless!

7. Secure Community support for programs and events planned.

8. Apply online at National PTA website (www.pta.org) to become a National PTA Parent Involvement School of Excellence; submit application and documentation to National PTA.

9. Evaluate!

- ❑ The School of Excellence process and results - successes and failures
- ❑ Programs, projects and events
 - Make recommendations for the upcoming school year
- ❑ The Parent Involvement Chair
 - How did he/she do?
 - Do parents feel welcome in the school as a result of practices, programs and events?
- ❑ Were the National PTA Standards for Family/School Partnerships implemented in all local unit programs, projects, and events?
- ❑ Was there evidence of measurement of parent involvement linked to student achievement?
- ❑ Did membership increase?

10. Celebrate the work; and identify specific ways to thank Volunteers, Parents, Teachers, Staff and Community for their partnership!

- ❑ Thank you cards
- ❑ Thank you Breakfast, Lunch, Brunch
- ❑ Articles and photographs on the website and in PTA newsletter
- ❑ More...

Achieving The Model PTA Status:

1. Complete thirteen (13) of the fourteen (14) Administrative Criteria
2. Complete either Level One or Level Two of the Operational Criteria
3. Send in The Model PTA Award Cover Sheet and the completed Living Document to the state office, postmarked by the last business day in February

New This Year To The Model PTA:

To be eligible to receive the Outstanding Local Unit Award, The Model PTA Award Cover Sheet and the Living Document must be completed and included with the Outstanding Local Unit Report, submitted to the state office, postmarked by the last business day of February.

Tips for Success:

- Local Unit PTAs
 - Discuss this program (during planning) with the Board of Directors, and agree together to
 - Move forward to complete the Administrative Criteria and either levels of the Operational Criteria, *and*
 - Submit Outstanding Local Unit PTA Report
 - Date and initial each Criteria when accomplished in the Living Document
 - Mail out The Model PTA Award Cover Sheet and a copy of the completed Living Document form to the Georgia PTA state office postmarked by the last business day in February
 - Keep a completed copy of the document on file, as part of the recorded history of the PTA
 - Recognition at the Convention/Leadership Training Conference July 2008
 - **The Model PTA Status**
 - Ribbon, Certificate and recognized in Program
 - Attend a special Reception with the President
 - Eligible to submit the Outstanding Local Unit PTA Award
- All Council PTA leaders:
 - Attend a workshop on The Model PTA program
 - Assist Local Unit PTAs to accomplish the Administrative and Operational Criteria
 - Provide workshops and trainings at Schools of Information and Priority Fairs
 - Maintain a record of progress of participating local unit PTAs
 - Appoint council officers to specific areas of The Model PTA, and make local unit PTAs aware of assignments
- Georgia PTA:
 - Invites all local unit PTAs to participate in The Model PTA program
 - Offers workshops at Leadership Training Conference, PTA Universities, workshops
 - Has developed a system of tracking for local unit PTAs participation and achieving status of this program, and will keep Council and District PTA leaders apprised of same
 - Provides assistance where needed

The message is clear! Together, we can provide every child with a quality education, preparing every child to graduate and become a productive citizen. This is the work of parent involvement; this is the heart of PTA!

_____ PTA/PTSA

**Committee PLAN OF WORK
2007-2008**

Officer/Chairperson Name: _____

Position: _____

Year: _____

Responsibilities/Duties			
Goal:			
SPECIFIC ACTION STEPS	START DATE	COMPLETION DATE	
Budget:			
Resources:			
Evaluation Process:			
Committee Members:			

THE MODEL PTA AWARD COVER SHEET



Instructions:

- Deadline: Postmarked by the last business day of February.
- Print clearly.
- Faxed/electronic copies will not be accepted.
- Make a copy of your report. Reports submitted become the property of Georgia PTA and will **not** be returned. Give a copy to District Director and Council President.
- Include a completed copy of The Model PTA Living Document.
- Mail or deliver to: Georgia PTA, 114 Baker Street, NE, Atlanta, GA 30308-3366.

Date _____ Local Unit ID# _____ District _____

Council _____ Local Unit Name _____

Check One:

_____ Elementary, 750 below _____ Elementary, 751-1,000 _____ Elementary, Over 1,000
_____ Middle/Junior High _____ High

President's Name _____ Daytime Phone _____

Address _____ Evening Phone _____

City _____ Zip _____ Email _____

Principal's Name _____

Criteria: Must complete 13 of the 14 activities to achieve this award. Check the bullet items completed and keep a copy for your records.

- Names/contact information of Incoming Officers by May 15, *and* Incoming Chairs by August 30.
- Updated and approved Bylaws at the state office. All board members have a copy of the local unit Bylaws by November 15.
- Prepare a calendar of year's events and meetings, including Georgia and National PTA events.
- All Local Unit Committees worked from an approved Plan-Of-Work, which included a budget.
- Audit Packet Report was submitted to the state office, by the last business day in September.
- Local Unit operated within and maintained a budget, approved by the general membership, no later than September 30.
- State and National portion of Dues were sent in monthly; and Council membership fees/dues paid.
- Local Unit was represented at Council meetings, and at District Fall and Spring Conferences.
- Achieved 100% membership *or* a 2% increase (last year's final membership number plus 2%).
- Attended Georgia PTA Convention/Leadership Training Conference July 2008.
- Attended at least two (please circle all that was attended): National PTA Convention; PTA Day at the Capitol; Georgia PTA Advocacy Conference; PTA University; District training workshop; Council School of Information, Priority Fair or other training workshops; a Report Writing workshop.
- Attended at least one (1) local School Board of Education meeting.
- Insurance: Georgia PA strongly recommends that each local unit purchase an insurance policy. Proof of insurance must be kept on file with the insured local unit, by September 30.
- Submitted The Model PTA Award Cover Sheet and a completed copy of The Model PTA Living Document to the state office, postmarked by the last business day in February.

*Special Note: All local units that submit the **Outstanding Local Unit Award** must include The Model PTA Award Cover Sheet and a completed copy of The Model PTA Living Document.*