

# Franklin County School District

## Parent's Right-to-Know Parent Information Handbook 2011-2012



*Praise your*

*Children*

*and they will Blossom!*

Dear Parents/Guardians:

Your child's education is a responsibility shared by the Franklin District and the family support unit. During the entire period the child spends in school, we should insure your child is receiving the best education possible. Schools, parents, and communities must work together, preparing our youth for the future.

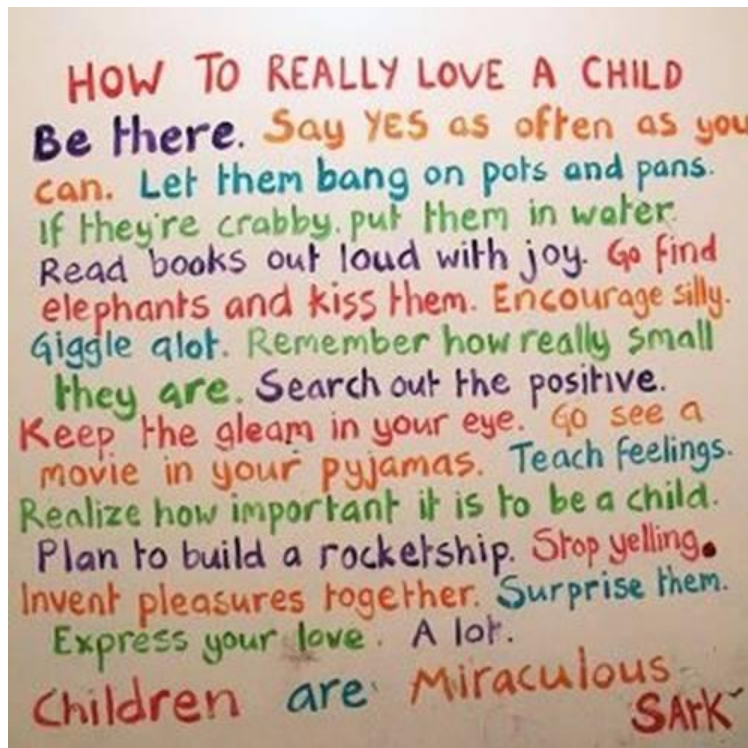
Knowledge is power and to this end, we have developed this guide to assist you in becoming an active participant in your child's educational process.

Please feel free to contact my office at 670-2810 if you need additional information.

Sincerely,

*Nina M. Marks*

Nina M. Marks  
Superintendent



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## FRANKLIN COUNTY SCHOOL DISTRICT

### VISION

The Franklin District School System – a public school system that provides a student-focused comprehensive educational experience, developing responsible citizens that reach their maximum positive potential, while meeting required objectives.

### MISSION STATEMENT

Franklin County School District's employees are committed to providing a student-focused comprehensive educational experience to meet both required objectives and a long-term goal of developing responsible citizens.

To accomplish our mission, we will seek and provide visionary leadership, focus our decisions and activities to provide the maximum learning opportunities for each student and employ sound fiscal management practices. Our mission will be realized in the context of a safe, nurturing and positive environment that values the contributions and needs of individuals while working effectively with our Board, staff, parents, and community to achieve our shared vision of a brighter tomorrow for our students.

### WE BELIEVE THAT:

- Education is the combined responsibility of students, parents, schools and community.
- Open and honest communication is essential
- Education must be a priority of society.
- Education must be flexible and diverse.
- Visionary leadership and sound management are essential
- Education should promote responsible citizenship and ethical behavior
- Involvement improves education
- Education should provide a safe, healthful, nurturing environment.
- All individuals have dignity and self-worth.
- All individuals can learn.
- Education is the key to successful living.
- Learning is a life-long process.

## **POSITIVE BEHAVIOR INCENTIVES**

- ✚ Bicycle Give Away :At the end of each grading period, students that have not had a referral will have their names put in a grade level (K-1, 2-3, 4-5) bag for drawing for a bicycle. (Donations were given by various individuals and organizations).
- ✚ Birthday "Shout Out" each month for All students of the present month. Students are called to the stage in the lunchroom for a shout out by all present at breakfast and sometimes lunch.
- ✚ Awards, pens, ribbons etc. are given out at the awards ceremonies that are held at the end of each grading period.
- ✚ "Caught Being Good" and "Attitude is Everything" pencils are given out to students who are seen by the dean doing something good or displaying a good attitude on campus or in the classroom.
- ✚ K-1 students that are on green certain days when the dean stops by at the end of the day will receive "TREATS".

TEACHERS ARE ALSO DOING MORE THINGS TO ENCOURAGE POSITIVE BEHAVIOR IN THEIR INDIVIDUAL CLASSROOMS. CHECK WITH YOUR CHILDS TEACHER.

## Franklin County School 2011-2012 District Calendar

Professional Development/Planning Days (2/3 days)	August 15-19
1 <sup>st</sup> Day for Students	August 22
Labor Day--No School	September 5
End of 1 <sup>st</sup> Nine Weeks	October 21
Parent Conf./Prof. Dev. Day--No School for Students (1 day)	October 24
No School	November 4
Thanksgiving Holidays/Fall Break	November 21-25
Christmas Holidays/Winter Break	December 19-30
Teacher Planning Day (1 day)	January 2
Students Return	January 3
Martin Luther King, Jr. Day--No School	January 16
Semester Exams--Half Days	January 18-20
End of 2 <sup>nd</sup> Nine Weeks	January 20
President's Day--No School	February 20
End of 3 <sup>rd</sup> Nine Weeks	March 30
Easter Holidays/Spring Break	April 2-6
Professional Development Day-No School for Students (1day)	April 9
Students Resume	April 10
Memorial Day	May 28
Semester Exams--Half Days	June 4-6
2012 Graduation	June 1
End of 4 <sup>th</sup> Nine Weeks/ Last Day for Students	June 6
Professional Development/Planning Days (2 days)	June 7-8
Last Day for Teachers	June 8

### \*Special Notes\*

#### 9-Week Divisions (Total 180 days)

1<sup>st</sup>: Aug 22-Oct 21 (44 days)

3<sup>rd</sup>: Jan 24-Mar 30 (49 days)

2<sup>nd</sup>: Oct 25-Jan 20 (46 days)

4<sup>th</sup>: Apr 10-June 7 (41 days)

#### Interim Report Dates

Sept 22

Dec 2

Feb 24

May 8

#### Report Card Distribution Dates (5 school days after end of 9 Weeks)

Oct 28

Jan 27

April 13

June 13

#### Early Release Dates

Semester Exams: Jan 18-20

June 4-6

#### State-wide Assessment

Florida Writes—Feb 28-Mar 1

FCAT—April 16-20; 23-27

Franklin County School Board

NINA M. MARKS  
Superintendent of Schools  
(850) 670-2810

Charlotte Smith  
Secretary to Superintendent  
[csmith@franklin.k12.fl.us](mailto:csmith@franklin.k12.fl.us)

*The Franklin County School Board meets on the first Thursday after the first Monday of each month.*

*The Apalachicola Bay Charter School Board meets the third Thursday of each month.*

SCHOOL BOARD MEMBERS

Mr. Jimmy Gander, Chairman  
1423 Bluff Road  
Apalachicola, FL 32320  
Home# 850-653-8602  
Work# 850-653-8889  
[jgander@franklin.k12.fl.us](mailto:jgander@franklin.k12.fl.us)

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[dhinton@franklin.k12.fl.us](mailto:dhinton@franklin.k12.fl.us)

School Board Attorney  
Mrs. Barbara Sanders  
80 Market Street  
Apalachicola, FL 32320  
850-653-8976

**DISTRICT ADMINISTRATIVE OFFICES**

85 SCHOOL ROAD, SUITE ONE  
EASTPOINT, FLORIDA 32328  
PHONE 850-670-2810 FAX 850-670-2811  
[www.franklincountyschools.org](http://www.franklincountyschools.org)

District Administrative Staff Directory

Morna Smith, District Receptionist/Personnel Specialist

Office Services include: Copy, fax, and fingerprint services. Employment Applications and enter-office mail.

Office of the Superintendent

Nina M. Marks, Superintendent

Charlotte Smith, Secretary to Superintendent

Finance Department

Roy Carroll, Director of Financial Services

Office Services include: Financial Services, Information Systems, Facilities Planning, Personnel, and Employee Benefits

David Meyer, Director of Information Services and Security

Shannon Venable, Accounting Specialist

Diane Dodd, Fiscal Specialist – Payroll & Insurance

Rosa Tolliver, Receptionist/Insurance

Marie Green, Management Information System

Sharon Boatwright, Fiscal Specialist – Accounts Payable

Betty Stephens, Records Clerk

Office of Administrative/Curriculum Services/Instructional Services/Exceptional Student Education

Brenda Wilson, Director of Special Programs

Office Services include: Regional Accreditation, School Accountability, School Improvement, Exceptional Student Education, Code of Conduct, Pupil Progression Plan, English Language Learners (ELL), Section 504 Students, Comprehensive Reading Plan, Medicaid

Nick O'Grady, Director of Curriculum & Vocational Education

Office Services include: Instructional Technology, Administration, Program Development, Curriculum, Educator Certification, In-service, Staff Development, Adult & Alternative School, Vocational Education, Guidance and Testing

Despina Williams, 21<sup>st</sup> Century After School Program Coordinator

Jeanette Malone, Certification Specialist and Secretary for Instructional Services

Frances Folsom, Staffing Specialist (School Based)

## **WORDS YOU MAY NEED TO KNOW!**

**Progress Monitoring Plan:** A plan that parents and teachers work together to develop when a child is having trouble keeping up with the skills required at his grade level. This written plan is placed in a child's folder, and used to chart and measure progress.

**Common Core State Standards:** In Florida, these standards are what your child is expected to know at each grade level. Teachers are expected to cover this material. All report card grades are based on these standards. They are developed by the state and measured by a test called the FCAT given to every public school student in grades 3 through 10.

**Florida Comprehensive Assessment Test (FCAT):** Also known as the FCAT, this test is a series of tests given during the first two weeks in March to every public school student who is in grades 3 through 10. During six days of testing, students actually take two different types of tests, each with a math and a reading section. Beginning in 2003, there is a science section of the FCAT, also. Florida Writes is given every year in February to all students in grades 4, 8 and 10.

**Supplemental Education Services (SES):** FREE tutoring provided under the No Child Left Behind (NCLB) Act. SES services in addition to instruction provided during the school day. These services must be of high quality, research based, and specifically designed to increase a student's academic achievement. SES is available for Reading and Math, and parents can choose the private provider of their choice from those approved by the Florida Department of Education to serve children in Franklin County.

**Exceptional Student Education Program (ESE):** Through this program, which is also known as ESE, students with disabilities receive an education designed through an Individual Education Plan (IEP) to meet their specific needs. ESE students seeking regular diplomas take the same tests and are graded on the same scale as other students.

**Individual Education Plan (IEP):** Known as an IEP, this plan is developed for students with disabilities by a team of parents, educators, and a representative of the school district. The plan lists accommodations the student needs as well as academic goals and teaching methods.

**Student Progression Plan:** A long, technical document detailing federal, state and local rules concerning attendance, course of study, report cards, promotion and retention, testing, grading, academic standards, transfers, credits, honors, diplomas, scholarships, accelerated learning, and related topics. It is reviewed annually by the School Board and a committee of teachers, parents, students, and administrators to revise as needed. The full text is available in hard copy at every school.

**Retention:** This refers to students who do not move on to the next grade level at the end to the year due to poor academic performance. For example, a 4<sup>th</sup> grader who is unable at the end of the year to do 4<sup>th</sup> grade work is retained, or kept in the 4<sup>th</sup> grade for another year.

**Extracurricular Activities:** These are school-sanctioned activities, like clubs or athletic teams that are conducted either before or after school.

**Teacher Qualifications:** The district always makes an effort to hire teachers who are certified in the subject(s) that they are assigned to teach. In a few cases, teachers are hired out of field. Parents are notified in writing when this occurs. Parents have the right to request and receive information regarding the professional qualifications of their student's classroom teachers.

**Proficiency:** The student has the skills, knowledge and motivation to successfully master academic requirements.

**Deficiency:** The student is unable to master academic requirements.

**Title I:** A program funded by the federal government to improve students' academic achievement.

Adequate Yearly Progress (AYP) – The No Child Left Behind Act (NCLB) requires all states to report student achievement based on results of reading and mathematics statewide assessments and several other academic indicators for all schools, districts, and the State. The AYP Report provides a breakdown of achievement test results for major racial groups, economically - disadvantaged students, students with disabilities, and English Language Learners. All groups must reach the annual proficiency target for their schools to make Adequate Yearly Progress.

ESE Advisory Council	A resource in the district to provide direction and offer solutions to educational issues of students with disabilities.
School Advisory Council	A resource in each school and to the principal to provide direction and offer solutions to educational issues. Members are selected by their peers and include a strong representation of parents and community members.
Title I Parent Liaison	Serves parents of children in Franklin County Schools.
Volunteer Program	Parents and community members are invited and encouraged to become volunteers in the school system. Call the school of your choice for further information.
ELL Advisory Committee	A resource in the district to provide direction and offer solutions to educational issues of English Language Learner Students.

### **WHO GOES TO SCHOOL? HOW DO YOU ENROLL YOUR CHILD?**

A child must turn 5 on or before September 1<sup>st</sup> in order to enter kindergarten. Enrolling in school for the first time is easy. All you need is proof of your child's age, a medical examination, contact information in case of emergency, and your address. In certain grades, including kindergarten, you will have to provide documents showing that your child's immunizations are up to date.

By law, children up to age 16 must come to school and parents may be prosecuted if children don't attend. Your child can't succeed in school if he doesn't attend regularly. Too many absences could affect your child's academic performance and prevent your child from moving on to the next grade.

To enroll, simply take your child to the school nearest you or call the superintendent's office to locate the school that your child should attend.

### **PREKINDERGARTEN:**

Pre-kindergarten students are served in an inclusive setting which includes the Volunteer Pre-kindergarten (VPK) program and Exceptional Student Education Pre-kindergarten program. A child must be 4 years old on or before September 1<sup>st</sup> to be eligible for the VPK program. In order to be enrolled in a VPK program a child must have a VPK certificate. Parents may apply for a VPK certificate with the Early Learning Coalition of Northwest Florida (1-866-269-3033). Children who are 3 or 4 years old may be served in the pre-kindergarten exceptional student education program if they meet eligibility criteria. Child-Find screenings are conducted by FDLRS/PAEC several times throughout the year in order to identify children with special needs. These children are referred for evaluation and may be placed in the exceptional student education program if the evaluation results meet the criteria for placement in a program for students with disabilities.

**STUDENTS WITH DISABILITIES MEETING ELGIBILITY CRITERIA WILL BE SERVED IN SPECIAL PROGRAMS:**

Students with disabilities may be placed in the Exceptional Student Education Program. At the time your child is placed in this program, educators will complete a document called an Individual Education Plan or IEP.

There are several diploma or certificate options available to students in the ESE program, a standard high school diploma, special high school diploma, option 1, special high school diploma, option 2, and a certificate to completion. By state law, a student with a disability must still pass the FCAT to earn a standard high school diploma unless the student qualifies for a waiver.

Students in ESE programs are entitled to stay in school until they reach the age of 22.

For questions, accommodations, complaints or appeals regarding services in your child's school, contact your child's principal. For district policies and practices, contact the District ESE office at 670-2810, ext. 4109 or 4108.

**IMMUNIZATION INFORMATION:**

The Bureau of Immunization announced the release of the revised Immunization Guidelines for Florida schools, Child Care Facilities, and Family Day Care Homes, effective July 2008 and incorporated by reference in amended Rule 64-D3.046, Florida Administrative Code, which became effective July 28, 2008.

Prior to entry, attendance or transfer to preschools, schools (K-12), licensed childcare facilities, and family daycare homes, each child shall have on file a Florida Certification of Immunization, DH 680 (see Section IV), documenting the following:

A. Public/Non-Public Schools K-12 (children entering, attending, or transferring to Florida schools):

- Four or five doses of diphtheria, tetanus, and pertussis vaccine
- Three or four doses of polio vaccine
- Two doses of measles, mumps, and rubella vaccine<sup>1</sup>
- Two or three doses of hepatitis B vaccine
- One dose of varicella vaccine (kindergarten effective school year 2001/2002, then each year an additional grade)
- Two doses of varicella vaccine (kindergarten effective school year 2008/2009, then each year an additional grade)

B. Public/Non-Public Pre-K 3 (age-appropriate doses as indicated):

- Diphtheria, tetanus, and pertussis vaccine
- Polio vaccine
- Measles vaccine
- Mumps vaccine
- Rubella vaccine
- Hepatitis B vaccine
- Varicella vaccine (effective school year 2001/2002)
- Haemophilus influenzae* type b (Hib) vaccine

C. Public/Non-Public Schools Seventh Grade:

Effective with the 2009/2010 school year, - In addition to all other compulsory school immunizations, children entering, attending, or transferring to the seventh grade in Florida schools are required to complete the following:

- One dose of tetanus-diphtheria-pertussis vaccine (Tdap)

D. Licensed childcare facilities and family daycare homes:

Children entering or attending licensed childcare facilities and family daycare homes shall have received as many of the following age- Effective for K to 12 2008/2009: 2nd dose of mumps and rubella. Preferably as two doses of measles, mumps, rubella and varicella vaccine in the combined form (MMRV).

Effective for 2008/2009 for kindergarten entrance. Each subsequent year the next highest grade will be included.

If in a grade covered by the requirement.

With each subsequent year, the next highest grade will be included.

IMMUNIZATION GUIDELINES - Effective July 2008  
Rule 64D-3.046, *Florida Administrative Code*

Appropriate immunizations as are medically indicated in accordance with the current Recommended Childhood Immunization Schedule:

Diphtheria, tetanus, and pertussis vaccine

Polio vaccine

Measles vaccine

Mumps vaccine

Rubella vaccine

Varicella vaccine (Effective July 1, 2001)

*Haemophilus influenzae* type b (Hib) vaccine

Pneumococcal Conjugate vaccine (Effective January 1, 2008 for children 2 to 24 months of age)

Complete Guidelines are located at the Bureau of Immunization website at:

<http://www.immunizateflorida.org/schoolguide.pdf>.

### **HOW DO I SIGN MY CHILD UP FOR SUPPLEMENTAL EDUCATION SERVICES?**

1. Decide whether or not you want SES for your child. This service is FREE to families.
2. Choose a provider from the list provided by the school district. All providers have been approved by the Florida Department of Education to offer SES. The school district will provide local Parent Provider Fairs to give you an opportunity to meet providers and choose the one that best suits the needs of your child.
3. Ask the providers questions:
  - Where and when is tutoring?
  - How many times a week?
  - What are their qualifications?
  - What type of instruction – one-on-one, small group, large group is provided?
  - What subject areas are offered?
  - How many total sessions are offered?
  - Who will be tutoring my child?
  - How do I know the services are effective?

### **SCHOOLS PARTICIPATING IN SES**

Apalachicola Bay Charter School

Contact: Elizabeth Kirvin – 850-653-1222 or [elizabethkirvin@aol.com](mailto:elizabethkirvin@aol.com)

Franklin County School

Contact: Patty Creamer – 850-670-2800 or [pcreamer@franklin.k12.fl.us](mailto:pcreamer@franklin.k12.fl.us)

SES is a valuable way for your child to increase her/his learning and academic performance. If you have any questions concerning SES, contact your child's school at the number or email above or you may contact Nick O'Grady, District SES Coordinator, at Franklin County School District. 850-670-2810 x 4110 or [nograde@franklin.k12.fl.us](mailto:nograde@franklin.k12.fl.us).

## Location of SES Services

Students will be tutored at the following sites in Franklin County:

- Apalachicola Bay Charter School (ABC): 98 12th Street, Apalachicola
- Franklin County School Nest Program: 85 School Road, Eastpoint
- Franklin County School Nest Program: 1001 Grey Ave, Carrabelle

## Dates/Time of Services

In order to maximize the services for our students, the following is a list of dates to provide tutoring services for this school year:

- October: 13, 18, 20, 25, 27
- November: 1, 3, 8, 10, 15, 17, 29
- January: 10, 12, 17, 24, 26, 31
- \*February: 2, 7, 9

\*Dates are subject to change based on funding.

Students will receive service twice a week, Tuesdays and Thursdays for 1 hour each day from 4:00 to 5:00pm.

## **OPPORTUNITIES FOR ADVANCED STUDENTS**

Students who are ready for advanced academic challenges will find a number of opportunities in Franklin County, both inside and outside of the district.

Gifted Students: The State of Florida decides who is gifted based on IQ test scores. The state sets the cut-off score.

Advanced Placement: Franklin County offers courses that are comparable to introductory college classes. If students achieve high scores on exit exams following these Advanced Placement (AP) courses, they can earn college credits that are transferable to almost any public or private college in the United States. Course standards, teacher qualifications, and examinations are controlled by The College Board, a national academic organization.

Dual Enrollment: Juniors, seniors and, in some cases, sophomores, can receive community college credit for certain course taught either on the high school campus or at the Community College. Community college dual enrollment credits are accepted at Florida public universities, but may not be at private schools or outside of Florida. Consult with guidance counselors or the college to get additional information.

Accelerated Promotions: In some rare instances, students are ready to “skip a grade” ahead of their classmates, having already mastered all the subjects being taught. The principal makes these decisions after reviewing academic records and consulting with parents and teachers

## **WHAT CAN YOU DO TO HELP YOUR CHILD SUCCEED IN SCHOOL?**

- Talk with teachers - Ask the teacher(s) for ideas on how you can help your child learn more at home.
- Show your support by visiting your child’s school, attending special events and/or volunteering to assist in the classroom and reading information that is sent home.
- Read with your child and let your child read to you.
- Show an interest in what is done in school each day when your child gets home.
- Tell your child that you believe he/she can do well in school.
- Offer praise and encouragement for achievement and improvement.

- Be patient.
- Set goals together and establish a daily routine: Plan, Do and Finish.
- Set the tone for test taking:
  - Remind your child to listen and follow directions;
  - Work with your child on following directions;
  - Make sure your child is not only mentally, but also physically ready to take tests--  
--be sure your child has a good night's sleep and a good breakfast!
- Be sure that your child makes up work when absent. (Check Report Cards)
- Teach respect for self, hard work, and responsibility and talk with your child about positive traits
- Show your values by your actions.
- Monitor your child's activities after school, in the evening, and on weekends.
- Involve your child in a variety of activities
- Monitor TV time, computer time, Internet sites and programs
- Talk with your child and spend time with your child.
- If you need help with a school-related problem, contact your child's teacher(s), the school counselor or the principal.

#### **HOMEWORK STRATEGIES:**

- ✓ Make sure your child has a quiet, well lit place to do homework.
- ✓ Make sure the materials your child needs, such as paper, pencils and a dictionary are available.
- ✓ Help your child with time management.
- ✓ Be positive about homework.
- ✓ When your child does homework, if possible, you do homework or read.
- ✓ When your child asks for help, provide guidance, not answers.
- ✓ When the teacher asks that you play a role in homework, it will benefit your child to do so.
- ✓ If homework is meant to be done by your child alone, stay away.
- ✓ Stay informed and know what the specific assignment is.
- ✓ Help your child figure out what is hard homework and what is easy homework.

#### **REPORTING TO PARENTS:**

We communicate with parents and keep them informed in a timely manner regarding their child's education through:

- FOCUS Student Information System ([www.franklincountyschools.org](http://www.franklincountyschools.org) )
- Franklin County Schools Website
- ABC Schools Website [www.abceagles.org](http://www.abceagles.org)
- Parent/Teacher Conferences
- Individual Student Assessment
- Marquee Notices
- The Seahawk Scoop
- Open House
- Book Fairs
- Student Programs

- Parent Involvement Meetings
  - School Advisory Council
  - PTO
  - IEP Meetings
  - Progress Reports
  - Report Cards
  - Oyster Radio (Public Announcements)
  - Apalachicola/Carrabelle Times (Printed Matter)
- Report cards are issued to parents to provide an evaluation of their child's academic achievement and social and physical development. At Kindergarten-12 level report cards will be issued at the conclusion of each nine (9) week grading period with grades that indicate the progress and level or achievement of the student. In grades 1-6, the report provides indication of the performance level of the students in reading and arithmetic. In grades 7-12, students who receive passing grades on their report cards can be assumed to be working within the range acceptable for the grade or subject course in which they are enrolled, unless indicated on the report card that the student is working below grade level.
  - Parents are informed that students must successfully master standards on the 10<sup>th</sup> grade FCAT in order to receive a standard diploma upon completion of all district and state requirements for graduation. Comments in conduct and effort are to objectively reflect the student's progress independent of academic achievement. Standards for comments in these areas are explained to the students.
  - Parents receive reports on their child's performance on the district adopted standardized achievement test administered countywide and on the FCAT. Parent/teacher conferences may be initiated either by the parent or by school personnel.

### **GRADING SYSTEM FOR 1-12**

- A      90-100   Outstanding progress
- B      80- 89   Above average progress
- C      70- 79   Average progress
- D      60- 69   Lowest acceptable progress
- F      0 - 59   Failure

### **EFFECTIVE PARENT/TEACHER CONFERENCES**

- ❖ Conference tips for parents / Questions and topics parents should consider
  - Be sure to decide if your child should attend the conference. If so, prepare your child for the conference by discussing what will occur.
  - Be on time.
  - What is the purpose of the meeting?
  - What are your child's strengths?
  - What are your child's areas of need?
  - Discuss thing you fell the teacher should know about your child (as needed)
    - Personality traits

- How your child gets along with family and friends
  - Effective discipline strategies used at home
  - Health of your child
  - Rewards your child prefers
- Discuss your perception of how your child is doing academically.
  - How can you be involved in assisting in your child's academic progress?
  - How does the teacher measure your child's academic progress?
  - How can you work together to maintain success and work on problem areas?
  - How can you keep open communication with the teacher?

### **WHAT TEACHERS REALLY WANT TO TELL PARENTS**

- We are educated professionals who work with kids every day and often see your child in a different light than you do. If we give advice don't fight it. Take it, and digest it in the same way you would consider advice from a doctor or lawyer.... Trust us.
- If you really want to help your children be successful, stop making excuses for them.... Some parents will make excuses regardless of the situation, and they are raising children who will grow into adults who turn toward excuses and do not create a strong work ethic. If you don't want your child to end up 25 and jobless, sitting on your couch eating potato chips, then stop making excuses for why they aren't succeeding. Instead, focus on finding solutions.
- It's OK for your child to get into trouble sometimes. It builds character and teaches life lessons. As teachers, we are vexed by those parents who stand in the way of those lessons; we call them helicopter parents because they want to swoop in and save their child every time something goes wrong.
- This one may be hard to accept, but you shouldn't assume that because your child makes straight A's that her/she is getting a good education. The truth is, a lot of times it's the bad teachers who give the easiest grades, because they know by giving good grades everyone will leave them alone....In all honesty, it's usually the best teachers who are giving the lowest grades, because they are raising expectations. Yet, when your child receives low scores you want to complain and head to the principal's office.
- We know you love your children. We love them, too. We just ask-and beg of you-to trust us, support us and work with the system, not against it. We need you to have our backs, and we need you to give us the respect we deserve. Lift us up and make us feel appreciated, and we will work even harder to give your child the best education possible.

-Ron Clark, New York Times Best Seller -  
The End Of Molasses Classes (Getting Our Kids Unstuck)  
A Mandatory Book Study In-Service For All Franklin County Teachers 2011-2012

### **WHAT IS TITLE I**

Title I is a program funded by the federal government to improve students' academic achievement. Money is given to school districts to help children meet the Florida's Common Core

State Standards. The amount of money given to each school depends on the poverty level of families with children enrolled in the school.

### **HOW FRANKLIN COUNTY SCHOOLS USE TITLE I FUNDS**

- Additional Teachers and Paraprofessionals
- Parent Involvement Activities and Workshops\*  
\*Parent Involvement Information can be found at [www.franklincountyschools.org](http://www.franklincountyschools.org) under .....Get Involved.....
- Additional Supplies to support the classrooms
- Staff Training

ABC and Franklin County School are both Title I schools. This means that our Title I money can be used to upgrade the educational programs in ways that may impact every student.

This also means that every parent/guardian of a student in our schools are Title I parents.

### **TEACHER QUALIFICATIONS** \*Non-Highly Qualified Status /Title I Section 1111 (h)(6)

#### **PARENTS RIGHT-TO-KNOW:**

- (A) **QUALIFICATIONS-** At the beginning of each school year, a local educational agency that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, the following:
- i. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
  - ii. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
  - iii. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
  - iv. Whether the child is provided services by paraprofessionals and, if so, their qualifications.
- (B) **ADDITIONAL INFORMATION-** In addition to the information that parents may request under subparagraph (A), a school that receives funds under this part shall provide to each individual parent:
- i. information on the level of achievement of the parent's child in each of the State academic assessments as required under this part; and
  - ii. timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.
- (C) **FORMAT-** The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

SAMPLE PARENTAL NOTIFICATION LETTER  
NOTIFYING PARENTS THAT THEIR CHILD'S TEACHER IS NOT HIGHLY QUALIFIED

Dear Mr./Ms. or Mr. and Mrs. \_\_\_\_\_ (as appropriate):

Franklin County School is proud to provide your child the best possible educational experiences. To that end, we seek to employ the most qualified, competent, and caring professional and support staff to work with your child all day, every day of the school year.

All of our teachers graduated from colleges or universities that were accredited by the Southern Association of Colleges and Schools or a comparable regional accrediting agency in another part of the United States. Further, all of our teachers participate in a rigorous teacher evaluation program Approved by the Florida Department of Education. After each evaluation, all teachers are required to participate in annual professional development activities that include enhancing their teaching skills, course knowledge, and may include other topics such as child/adolescent development or classroom management skills.

On January 8, 2002, President George Bush signed into law the *No Child Left Behind Act of 2001* and made the law applicable to both experienced and new teachers. The law contained a revised definition of teachers who are "highly qualified." This law placed additional emphasis on subject-matter or content knowledge of the teacher as demonstrated to the state and local departments of education. The law requires all teachers to meet the revised federal definition of "highly qualified," and it also requires that we notify you if your child's teacher has not yet met this revised definition.

As of the date of this letter, your child's teacher, Mr./Ms. \_\_\_\_\_, has yet to complete every requirement of the revised federal definition of "highly qualified." He/She is, however, currently working to meet the requirements, and we have full confidence in his/her ability to teach effectively in the current assignment.

If you have any questions regarding the qualifications of Mr./Ms. \_\_\_\_\_ please feel free to contact me at (telephone number). For additional information about the federal *No Child Left Behind Act of 2001* or any other public school-related matters, please visit the Department of Education's Web site at <http://www.fldoe.org/nclb/>.

Sincerely,

\_\_\_\_\_  
Principal

NOTE: Schools may elect to have parents with questions call or otherwise contact someone in the central office that handles personnel, teacher credentials, federal programs, etc. If so, just insert who ever is most appropriate. Also, it is permissible and encouraged for a letter to be sent to parents if a teacher(s) meets HQ requirements later in the school year.

SAMPLE

Franklin County School District

Parents Right-To-Know - Request Teacher Qualifications

Title I, Part A, Section 1111(h)(6), *No Child Let Behind Act Of 2001*, Public Law 107-110

I am requesting the professional qualifications of \_\_\_\_\_

who teaches my child, \_\_\_\_\_ at \_\_\_\_\_  
Child's Name (Please Print) School (Please Print)

My mailing address is \_\_\_\_\_  
Street (Please Print) City Zip

My telephone number is \_\_\_\_\_ My name is \_\_\_\_\_  
(Please Print)

\_\_\_\_\_  
Signature Date

.....  
This Section to be completed by School or District Office

Date Form Received: \_\_\_\_\_ Received by: \_\_\_\_\_

Teachers Name: \_\_\_\_\_ Subject: \_\_\_\_\_

Has the teacher met state qualifications and licensing criteria for the grade levels: and subject areas in which he/she teaches? \_\_\_ Yes \_\_\_ No

Is the teacher teaching under emergency or other provisional status? \_\_\_ Yes \_\_\_ No

Undergraduate Degree \_\_\_\_\_ (University/College) \_\_\_\_\_  
Major/Discipline \_\_\_\_\_

Graduate Degree \_\_\_\_\_ (University/College) \_\_\_\_\_  
Major/Discipline \_\_\_\_\_

Does a paraprofessional provide instructional services to the student? \_\_\_ Yes \_\_\_ No

If yes, what are the qualifications of the paraprofessional?

High School Graduate \_\_\_\_\_ (Year)

Undergraduate Degree \_\_\_\_\_ (University/College) \_\_\_\_\_  
Major/Discipline \_\_\_\_\_

University/College Credit \_\_\_\_\_ Major/Discipline \_\_\_\_\_

## **PARENT INVOLVEMENT PLAN**

The Franklin County School Parent Involvement Plan describes how the school involves parents in organized, ongoing and timely ways in the planning, review, and improvement of programs and provides opportunities for parents to learn how to work with their children to improve school achievement. It relates directly to the Title I program and to the district's parent involvement policy.

Parents must be part of the group that develops', implements and evaluates the parent involvement plan.

### ***So call your child's school and get involved.***

We encourage parent involvement through:

- Membership in School Advisory Council
- Conferences
- Workshops and School Programs
- Business Partnerships
- Faith Community Partnerships
- Volunteer Program

We will be asking for parent input through:

- Surveys of needs, interest, and school climate
- Conferences
- School Advisory Council
- PTO
- Conferences
- Workshops and School Programs

## **SERVICES AND OPPORTUNITIES AVAILABLE TO PARENTS**

### **GED TESTING DATES FOR 2011-2012**

All tests will be given at the Franklin County School Media Center  
1250 Highway 98

Eastpoint, Florida 32328

- September 12<sup>th</sup> & 13<sup>th</sup>, 2011
- November 7<sup>th</sup> & 8<sup>th</sup> 2011
- January 9<sup>th</sup> & 10<sup>th</sup> 2012
- February 27<sup>th</sup> & 28<sup>th</sup> 2012
- March 6<sup>th</sup> & 27<sup>th</sup> 2012
- April 23<sup>th</sup> 24<sup>th</sup> 2012
- June 4<sup>th</sup> & 5<sup>th</sup> 2012

Candidates must be pre-registered to take the test (No Walk-ups)

You can register, get tutoring, and take the GED pre-test at the following sites:

Franklin County Adult Education – Mrs. Linda Bradley, 670-2800

Franklin County Literacy Center 98 School Road, Eastpoint – Ms. Maxine Creamer, 670-4481

Tigers, Apalachicola Library – Carol Barfield, 653-2784

Franklin County School District 85 School Road, Eastpoint – Mr. Nick O’Grady, 670-2810 X 4110

### **EDUCATIONAL CHOICES**

Home Education – Franklin District allows students to attend a home education program. Details of the program for students between the ages of 5-16 are available upon request from the Office of the Superintendent. A student seeking to enter or re-enter Franklin District Schools from a home education program must meet all entrance requirements that any other students must meet. The student shall be placed academically in the same manner as any other student that seeks to enter public school below the ninth grade. Special considerations are outlined in the School Board adopted program to award credits for grade 9 and above.

Private Schools -- Franklin School District collaborates with private schools to serve all students.

### **SCHOOL BOARD POLICIES**

- 2.70 PROHIBITING DISCRIMINATION, INCLUDING SEXUAL AND OTHER FORMS OF HARRASSMENT
- 3.42 ALCOHOL, ALCOHOLIC BEVERAGES, MOOD-MODIFYING OR CONTROLLED SUBSTANCE ON SCHOOL BOARD PROPERTY
- 3.47 ANIMALS ON CAMPUS
- 5.30 STUDENT CONTROL
- 5.32 ZERO TOLERANCE FOR SCHOOL RELATED CRIMES
- 5.57 SPECIAL DIETARY NEEDS
- 6.881 SOCIAL SECURITY NUMBERS

The entire \*School Board Policy Manual can be found at [www.franklincountyschools.org](http://www.franklincountyschools.org)

\* The School Board shall inform the general public of certain actions through legal advertisements (e.g., Notices of Public Hearing, Invitation to Bid). Items of interest to the public shall also be advertised.

Notifications to all appropriate agencies and individuals to amend, adopt, or repeal a School Board rule shall be given twenty-eight (28) days prior to the date of intended School Board action.

## **RESOURCES FOR FAMILIES**

Florida Department of Education  
<http://www.fldoe.org>

Choice Office  
Toll Free Parent Information  
Phone Number: 1-800-447-1636  
<http://www.floridaschoolchoice.org>

The Partnership for Family Involvement in Education  
National: <http://www.thefamilyworks.org>  
Florida: <http://fndfl.org/partnership>

National Parent Information Network  
<http://npin.org>

Florida PTA  
<http://www.floridapta.org>

Family Education Network  
<http://www.familyeducation.com>

ParentSmart  
<http://www.parentsmart.com>

1-800-USA-LEARN  
1-800-872-5327  
Helping Your Child Learn To Read

Franklin County School District  
<http://www.franklincountyschools.org>

## OTHER INFORMATIONAL RESOURCES AVAILABLE

- School Public Accountability Report (SPAR)
- School Improvement Plans
- Student Code of Conduct
- Student Progression Plan
- District Strategic Plan
- School Advisory Council Handbook
- English Language Learners Plan (ELL)
- School Technology Plan
- Title I Plan
- District Safety Plan
- Safe and Drug Free Plan
- Instructional Materials Procedures Manual

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## **Franklin County Parent Self-Assessment Checklist**

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The Franklin County Parent Self-Assessment is designed to help parents determine how involved they are in promoting a positive education for their child. Please place a check by each response that you consider an area of need. This Self-Assessment is for your use and is not to be returned to your child's school.

- **FOCUS ON ATTITUDE**

- I stress the importance of education and doing one's best in school to my child.
- I express my belief in my child's ability to be successful.
- I help my child set short and long term educational goals.
- I celebrate my child's academic accomplishments.

- **FOCUS ON ACADEMICS**

- I support reading with age appropriate home activities.
- I assure that our home has a consistent time and place to do homework.
- I ensure that my child has access to materials needed to complete assignments.
- I regularly discuss and ask to see work that my child is doing in school.
- I attend workshops on helping my children at home.

- **FOCUS ON BEHAVIOR**

- I monitor the Internet, e-mail, chat sites and computer games used by my child.
- I monitor the television programs and videos viewed by my child.
- I teach and reinforce positive behaviors such as respect for self and others, hard work and responsibility.
- I am aware of and enforce school behavioral expectations.

- **FOCUS ON BUILDING RESPONSIBILITY**

- I ensure that my child has a regular routine.
- I encourage my child to accept responsibility for his/her actions.
- I ensure that my child is in attendance and on time to school each day.
- I monitor and promote my child's participation in extracurricular and after-school activities.

- **FOCUS ON SCHOOL/HOME CONNECTIONS**

- I communicate regularly with my child's teacher in person, on the phone, by email or through writing.
- I prepare for and attend teacher conferences, Individualized Educational Plans, Academic Improvement Plans, or other individualized student meetings.
- I attend open house, science fairs, plays, musical events, class trips, sporting events, curriculum nights, or other school activities at every opportunity.
- I volunteer in the school setting when possible.

If you want assistance, or would like to know about opportunities to volunteer, call your child's school.

**Franklin County Schools Parent Interest Survey**  
**Franklin County School**

As a parent I would be interested in supporting the school in the following areas:

Areas of Interest:

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**CLASSROOM ACTIVITIES:**

- Distribute materials
- Help with individual students
- Chaperone field trips
- Assist in the library
- Read stories to students
- Listen to students read
- Assist in student supervision
- Classroom parties, trips, planning

**SCHOOL ACTIVITIES**

- Work at Athletic Events
- Help with Yearbook
- Help with book fair
- Help with Career Day
- Help with FCAT testing
- Serve on committees
- Help with research
- School dances, trips

**ADDITIONAL OPPORTUNITIES**

- School Advisory Committee
- Parent Teacher Organization (PTO)
- Parent Involvement Plan (review/suggestions)
- Parent Guide (review/suggestion)

Other areas of interest:

Name: \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email address: \_\_\_\_\_