GEORGE WASHINGTON HIGH SCHOOL

PARENT HANDBOOK
FAMILY AND COMMUNITY ENGAGEMENT
2019-2020

WHERE DIVERSITY & OPPORTUNITY INSPIRE ACHIEVEMENT
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Dear Parents,

On behalf of the staff at George Washington High School, I am happy to welcome you to the 2019-20 school year! We are looking forward to a productive partnership with you to ensure your child can achieve their highest potential. We recognize that in order to be successful in school, children need support from the home, school and community. In our experiences we realize that a strong partnership with you will make a great difference in your child’s education. As partners, we share the responsibility for our student’s success and want you to know that we will do our very best to carry out our responsibilities. We ask that you guide and support your child’s learning by ensuring that he/she:

1. Attends school daily and arrives on time, ready for the day’s learning experience
2. Completes all homework assignments given by teachers
3. Reads daily to develop a love for reading and to improve literacy skills
4. Shares school experiences with you so that you are aware of his/her school life
5. Informs you if he/she needs additional support in any area or subject
6. Knows that you expect him/her to succeed in school and become enrolled in college, enlist in the military or receive employment at a livable wage

Please consider joining our school volunteer program and PTO (Parent & Teacher Organization) as our students can greatly benefit from your involvement and contributions to the school’s program and its operations. All potential volunteers must complete an Online Volunteer Application, which may be obtained by going to www.myips.org/get-involved/volunteer. Select the blue “English/Español” icon to start the application process. We seek volunteers to help us with the following activities:

1. Teacher-led instructional support, usually in the classroom
2. School-wide events (sports, field trips, college tours), etc...
3. Student recognition events
4. Outreach and recruitment of parent and community volunteers

The wonderful George Washington staff and I feel privileged to be a part of this school family. We thank you for your support and look forward to meeting you.

Sincerely,

Stanley Law, Principal
OUR MISSION
To provide a rigorous and innovative curriculum in a safe and supportive environment that leads to enrollment, enlistment and employment.

OUR VISION
To develop future leaders through college and career-based experiences that equip students to excel in the global economy.
BRANDON JACKSON, FRESHMEN------------------------------------------317-693-5284
CANDANCE CURRY, SOCIAL WORKER--------------------------------------317-693-5290
CARA HACHMEISTER, LEAD COUNSELOR-----------------------------------317-693-5540
CARLA PERKINS, SOCIAL WORKER----------------------------------------317-693-5821
CAROLYN MEANS-HARRIS, FINANCE ASSOCIATE-------------------------------317-693-5283
CLINIC----------------------------------------------------------------317-693-5527
DANICA MCCLENDON, GRADUATION COACH---------------------------------317-693-5527
DEBORAH PATTON, REGISTER---------------------------------------------317-693-5531
DEBORAH MOON, SPECIAL EDUCATION SPECIALIST--------------------------317-693-5530
ETOY HARVILLE, HEAD CUSTODIAN----------------------------------------317-340-8768
EZALEA ALLEN, FC RESOURCE ASSOC./WORK BASE LEARNING COORD.-----------317-693-5292
GARY CARTER, CAREER ACADEMY COORDINATOR----------------------------317-693-5555
IESHA BILLUPS, ASST. PRINCIPAL----------------------------------------317-693-5555
JEANETTE BRITTEN, RECEPTIONIST----------------------------------------317-693-5555
KELLI LOVINGFOSS, ASST. PRINCIPAL------------------------------------317-693-5545
LILIBETH GOLDSHINE, JROTC-------------------------------------------317-693-5832
LUKAS MULLER, DEAN---------------------------------------------------317-693-5282
SHERRI BARROW, FUTURE CENTER COORDINATOR-----------------------------317-693-5287
OFFICER DAWN AUSTIN--------------------------------------------------317-693-5281
OFFICER ELI JOHNSON---------------------------------------------------317-693-6127
OFFICER MARCUS SPARKS-----------------------------------------------317-693-5555
RACHAEL ORTEGA, FUTURE CENTER WRITING SPECIALIST--------------------317-693-5292
SARA FOX, ESL CAREER ACADEMY COORDINATOR----------------------------317-693-5555
SCOTT HICKS, ATHLETIC DIRECTOR---------------------------------------317-693-5541
STANLEY LAW, PRINCIPAL-----------------------------------------------317-693-5555
SUSAN ALLEN, ADM ASSOC. TO THE PRINCIPAL-----------------------------317-693-5286
SYLVIA PHILLIPS, PARENT INVOLVEMENT EDUCATOR------------------------317-693-5288
Family and Community Engagement is defined as “a reciprocal partnership between the school, parents and programs that reflect a shared responsibility to foster student development and learning.

**GWHS MODEL**

**Family and Community Engagement**

**Youth Development**
Youth development: models, strategies and practices including after-school programming, mentoring, leadership groups, social recreation and other youth programs.

**Academic Learning**
Academic learning: models, strategies and practices involving classroom instruction, tutoring, school climate interventions, academic enrichment and curriculum alignment.

**Family Engagement & Support**
Family engagement and support: models, strategies and practices including parent education classes, parent/teacher organization activities, family resource centers and support for learning at home.

**Health & Social Services**
Health and social services: models, strategies and practices such as mental health, primary care, health and nutrition education, physical education and related supports.

**Community Partners**
Community partnerships: models, strategies and practices targeting higher education, faith-based organizations, business partnerships, service learning and other community building strategies.
01 What is Title I
Title I is a federally funded education program that works to give all children a chance to learn at higher academic standards. Its purpose is to prevent failure by ensuring that more children experience success in school.

02 What does Title I provide
Title I provides assistance in one or more academic areas, extra help includes:
1. Additional teachers and assistants to work with very small groups or one-on-one
2. Additional training for staff
3. A variety of instructional strategies and materials
4. Smaller classes

03 Parent Compact Policy
The Parent Compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help students achieve the state's high standards.

04 Parent Involvement Policy
The Parent Involvement Policy explains how the IPS School District and GWHS itself supports the important role of the parents in the education of their child. It is a shared responsibility of students, parents/family, schools and community.

05 Special Needs Services
Currently, IEP children can be served with Title I services. Building staff are encouraged to coordinate Title I and Special Education services to provide an optimal learning environment for students.
WE NEED YOU

Beginning in the 2019-20 school year George Washington High School will be forming its first PTO. PTO stands for Parent Teacher Organization. Our goals are to encourage interaction between family and school, serve as a source of support, and work with teachers, staff, and the community at large to improve our students’ educational experience. The PTO works closely with the school administration to meet this goal.

VOLUNTEER

Volunteer opportunities are available for all parents throughout the school year. Families are asked to volunteer for at least 2 events, or activities, or concessions and, or field trips per year. If interested in volunteering, please contact the school for opportunities.

CONTACT US!

Website: myips.org/georgewashington
Twitter: twitter.com/gwcontinentals
Facebook: facebook.com/GWContinentals
Youtube: youtube.com/user/ipsschoolspr
office: 317-693-5555 | fax: 317-266-3273

FUNDRAISING

GWHS will be hosting a community wide garage sale as our only school wide fund-raiser to support our school budget. We need your help for this to be a successful and memorable event.
VOLUNTEER OPPORTUNITIES

Volunteer Opportunities
- Front Office Help
- Care Center Volunteer
- PTO
- HUB Volunteer
- Cafeteria Monitor
- Field Trip Chaperones
- Sporting Events
  1. Concessions
  2. Ticket Sales

PTO vs PTA (What is the Difference)
- The technical differences between a PTA and a PTO are fairly simple. The National PTA is a formal membership organization now headquartered in Alexandria, Va., with a 120-year history of working for children. School-based groups that choose to belong to the PTA must pay dues to the state and national organizations and abide by state and national group rules. In return, they get member benefits, and they get a voice in the operations of the larger organization. The National PTA maintains a Washington, D.C., office where it pursues a public policy agenda, and most state PTA units advocate at their respective state capitals, as well. The PTA carefully protects its name so that only dues-paying members of the group can call themselves a PTA.

- PTO, on the other hand, is a generic term. It usually represents groups that choose to remain independent. These are most often single-school or district-level groups that operate under their own bylaws and by and large concern themselves with the school building level issues and or concerns. Popular acronym includes PCC (parent communication council), PTG (parent teacher group), and HSA (home and school association); because PTO is the most common name, we use it generically to refer to all non-PTA school parent groups.

GWHS (Parent Teacher Organization)
- Beginning in the 2019-20 school year George Washington High School will be forming it’s first PTO. PTO stands for Parent Teacher Organization. Our goals are to encourage interaction between family and school, serve as a source of support, and work with teachers, staff, and the community at large to improve our students’ educational experience. The PTO works closely with the school administration to meet this goal. Parents if you are interested in being apart of this awesome team please contact our FACE Liaison, Ms. Phillips at 317-693-5288 or phillisd@myips.org.
GWHS Care Center (Pantry)

- The purpose of the GWHS Care Center (Pantry Program) is to help alleviate child hunger through the provision of food to children and their families at GWHS. The Care Center will be located on the south west side of the school and is intended to provide a more readily accessible source of food assistance to our students and families in need. The Care Center will also provide small clothing items, hygiene products and school supplies as donated for our GWHS students and their families. Hours of operation will be bi-weekly on Fridays, schedule is forthcoming, from 12PM-5PM. Parents if you are interested in serving at the Care Center, please contact our FACE Liaison, Ms. Phillips at 317-693-5288 or phillisd@myips.org.
# 2019-2020 Report Card Distribution Timeline

## 1st Quarter Report Cards

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, October 11, 2019</td>
<td>All teachers have verified in PowerSchool that their grades are complete&lt;br&gt;Principal/secretary runs verification report</td>
</tr>
<tr>
<td>October 12 – October 21, 2019</td>
<td>Window is still open and issues can be addressed without additional access from IT</td>
</tr>
<tr>
<td>Monday, October 21, 2019</td>
<td>Window closes for grade entry – 12:00 pm</td>
</tr>
<tr>
<td>Tuesday, October 22, 2019</td>
<td>IT runs procedure to make grades available for printing (called Historic Grades in PowerSchool)</td>
</tr>
<tr>
<td>Wednesday, October 23, 2019</td>
<td>Report Cards Available for printing by schools</td>
</tr>
<tr>
<td>Thursday, October 24, 2019</td>
<td>Schools Print and Verify Report Cards&lt;br&gt;Elementary School Secretary/HS Registrar can deal with any grade concerns&lt;br&gt;Other issues report to IT Service Desk at 317-226-3600</td>
</tr>
<tr>
<td>Friday, October 25, 2019</td>
<td>All Report Cards Sent Home with Students</td>
</tr>
</tbody>
</table>

## 2nd Quarter Report Cards

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, December 20, 2019</td>
<td>All teachers have verified in PowerSchool that their grades are complete&lt;br&gt;Principal/secretary runs verification report</td>
</tr>
<tr>
<td>December 21, 2019 – January 6, 2020</td>
<td>Window is still open and issues can be addressed without additional access from IT</td>
</tr>
<tr>
<td>Monday, January 6, 2020</td>
<td>Window closes for grade entry – 12:00 pm</td>
</tr>
<tr>
<td>Tuesday, January 7, 2020</td>
<td>IT runs procedure to make grades available for printing (called Historic Grades in PowerSchool)</td>
</tr>
<tr>
<td>Wednesday, January 8, 2020</td>
<td>Report Cards Available for printing by schools</td>
</tr>
<tr>
<td>Thursday, January 9, 2020</td>
<td>Schools Print and Verify Report Cards&lt;br&gt;Elementary School Secretary/HS Registrar can deal with any grade concerns&lt;br&gt;Other issues report to IT Service Desk at 317-226-3600</td>
</tr>
<tr>
<td>Friday, January 10, 2020</td>
<td>All Report Cards Sent Home with Students</td>
</tr>
</tbody>
</table>

## 3rd Quarter Report Cards

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, March 20, 2020</td>
<td>All teachers have verified in PowerSchool that their grades are complete&lt;br&gt;Principal/secretary runs verification report</td>
</tr>
<tr>
<td>March 21 – April 6, 2020</td>
<td>Window is still open and issues can be addressed without additional access from IT</td>
</tr>
<tr>
<td>Monday, April 6, 2020</td>
<td>Window closes for grade entry – 12:00 pm</td>
</tr>
<tr>
<td>Tuesday, April 7, 2020</td>
<td>IT runs procedure to make grades available for printing (called Historic Grades in PowerSchool)</td>
</tr>
<tr>
<td>Wednesday, April 8, 2020</td>
<td>Report Cards Available for printing by schools</td>
</tr>
<tr>
<td>Thursday, April 9, 2020</td>
<td>Schools Print and Verify Report Cards&lt;br&gt;Elementary School Secretary/HS Registrar can deal with any grade concerns&lt;br&gt;Other issues report to IT Service Desk at 317-226-3600</td>
</tr>
<tr>
<td>Friday, April 10, 2020</td>
<td>All Report Cards Sent Home with Students</td>
</tr>
</tbody>
</table>

## 4th Quarter (Final) Report Cards – Traditional and Standards Based Report Card

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, June 2, 2020</td>
<td>Window closes for grade entry – 2:00 pm&lt;br&gt;All teachers have verified in PowerSchool that their grades are complete&lt;br&gt;IT runs procedure to make grades available for printing (called Historic Grades in PowerSchool)</td>
</tr>
<tr>
<td>Wednesday, June 3, 2020</td>
<td>Schools Print and Verify Report Cards&lt;br&gt;Elementary School Secretary/HS Registrar can deal with any grade concerns&lt;br&gt;Other issues report to IT Service Desk at 317-226-3600</td>
</tr>
<tr>
<td>Thursday, June 4, 2020</td>
<td>All Report Cards Sent Home with Students</td>
</tr>
</tbody>
</table>
# 2019-20 School Year Calendar

## Summary of Days

<table>
<thead>
<tr>
<th>Day Type</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students</td>
<td>87</td>
<td>93</td>
<td>180</td>
</tr>
<tr>
<td>Staff</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PD days</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Work days</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Student days</td>
<td>88</td>
<td></td>
<td>88</td>
</tr>
<tr>
<td>Semester 1</td>
<td>94</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PD days</td>
<td>1</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Work days</td>
<td></td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Student days</td>
<td></td>
<td>92</td>
<td>92</td>
</tr>
<tr>
<td>Semester 2</td>
<td></td>
<td>96</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>190</td>
<td></td>
</tr>
</tbody>
</table>

## Professional Development Days

All instructional personnel report. Students DO NOT attend.

## School Opening Preparation Days

All school-based employees attend to prepare for the opening of school. School staff meetings and dedicated teacher workday.

## Days of Student Attendance

### Parents in Touch Day

Day purposed for parent-teacher conferences; students DO NOT attend.

### Holidays

Holiday pay distributed according to employee group contract.

## Records and Close-out

### Flex Days

As needed to make up days of school closure.

### Break

Summer School

### Summer Break