

AR
Central Elementary School
1124 W. Moultrie
Blytheville AR 72315
870-763-4485

School Parent Involvement Policy

This form was adapted from, *A Toolkit for Title I Parent Involvement*.
Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement*. Austin, TX: SEDL.

Please do not copy/paste information from the "Hints". Retype the information that you want to use. If you copy/paste your report will not look clean and nice.

To complete this form:

1. Enter your responses.
2. Click "Save" at the bottom of the form to save your responses.
3. To submit your report, return to the dashboard, go to the Required Reports section, and click the School Parent Involvement Policy - Report "submit" button.

Note: Please review your responses if you are copying and pasting from Word. There may be some compatibility issues that will need to be edited.

Please answer the following questions.

District

Blytheville School District

School Improvement Status

Grade Levels

3rd-4th

Parent Involvement Coordinator

Sandy Davis

Are you Title I Schoolwide?

☒ Yes

☐ No

☐ N/A

Percent of free and reduced lunch

Parent Involvement Committee Members

(Select "Repeat" to open more entry fields to add additional team members)

Enter committee members

First Name

Last Name

Position

Enter committee members

First Name

Mary

Last Name

Seals

Position

Instructional Facilitator for Math

Enter committee members

First Name

Cynthia

Last Name
McCustion

Position
Parent

Enter committee members

First Name
Chanda

Last Name
Walker

Position
Principal

Enter committee members

First Name
Takida

Last Name
Jackson

Position
Assistant Principal

Enter committee members

First Name
Korilleen

Last Name
Flannigan

Position
Counselor

Enter committee members

First Name
Teryn

Last Name
Spears

Position
District Parental Involvement Coordinator

1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The school will distribute a monthly newsletter to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. **Person Responsible: Korillene Flannigan (870) 763-4485**
- Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school. **Person Responsible: Chanda Walker (870)763-4485**
- The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. **Person Responsible: Chanda Walker (870)763-4485**
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress. **Person Responsible: Sandy Davis (870) 763-4485**
- The school will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings. **Person Responsible: Korillene Flannigan (870) 763-4485**
- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request. **Person Responsible: Chanda Walker (870)763-4485**
- The school will create a Web site where parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. **Person Responsible: Teryn Spears (870) 762-2053**

Reviewer Response:

- ☒ Attention: Changes needed!
☐ In Compliance
-

Reviewer Comments:

Provide the name and contact number for the person(s) responsible for making sure the above listed activities are carried out.

If the activity is a meeting, provide the name of the facilitator and the date of the meeting along with a contact number in case parents have questions or need additional information.

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

- These meetings will include a series of family reading nights that provide an opportunity for parent and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement. **Person Responsible: Chanda Walker (870)763-4485**
- The meetings will be held at various times during the day or evening to better accommodate parents. **Person Responsible: Chanda Walker (870)763-4485**
- The school will hold an orientation for parents at each grade level to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan. **Person Responsible: Chanda Walker (870)763-4485**
- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. **Person Responsible: Chanda Walker (870)763-4485**
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: **Person Responsible: Chanda Walker (870)763-4485**
 - Library assistant
 - Reading buddy
 - Mentor
 - Teacher assistant **On any date they would like to volunteer**
 - Tutor **Tenaris Mon.- Thurs. @ 3:30-5:30 See: Mindy Simpson (870) 763-6916**
 - Special parent lunches
 - Book fair helpers
 - Grandparents Day **September 7, 2012 @ 1:30**
 - Awards day presentation **October 30, 2012 @ 9:00am 4th grade, 1:00pm 3rd grade; January 15, 2012; March 28, 2012; May 28, 2012.**
 - Field day volunteers **May 30, 2012**
 - Family reading night **January 24, 2012 @5:00pm; March 5, 2012 @ 5:00**
 - Parent education workshops
 - Art Show **March 11, 2012**
 - Open House **August 28, 2012**
 - Parent-school organization **The first Tuesday of each month @ 5:00**
 - Red Ribbon week **October 29- November 2, 2012**
 - Choir concerts/music programs **Red Ribbon Week November 1, 2012 @ 1:00pm ; Christmas program December 12, 2012 @ 1:30 ; Black History Musical February 15. 2012 @ 1:30; Spring Musical April 26, 2013 @1:30; End of the Year Musical May 8, 2013 @ 1:30p**
 - Step Up day **May 13, 2013**

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3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

- The school will provide opportunities for parents and community members to support the instructional program through such programs as Reading Buddies, tutoring, and special friends. **Person Responsible: Chanda Walker (870)763-4485**
- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during

orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.

Person Responsible: Sandy Davis (870) 763-4485

- The school will work to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year. **Person Responsible: Teryn Spears (870) 762-2053**
- Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education. **Person Responsible: Chanda Walker (870)763-4485**
- The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understand of effective parental involvement strategies. No fewer that three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.**Person Responsible: Sandy Davis (870) 763-4485**

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4. How will your school work with parents to create a School-Parent-Compact?

- School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact. **Person Responsible: Chanda Walker (870)763-4485**

Reviewer Response:

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Reviewer Comments:

Provide the name and contact number for the person(s) responsible for collecting the signed compacts and maintaining the file.

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way. **Person Responsible: Sandy Davis (870) 763-4485**
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement **Person Responsible: Sandy Davis (870) 763-4485**
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. **Person Responsible: Sandy Davis (870) 763-4485**
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. **Person Responsible: Sandy Davis (870) 763-4485**

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carried out.

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6. How will your school provide resources for parents?

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. **Person Responsible: Chanda Walker (870)763-4485**
- The school will distributed Informational packets each year that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...). **Person Responsible: Sandy Davis (870) 763-4485**
- To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review. **Person Responsible: Sandy Davis (870) 763-4485**
- Create a parent center..**Person Responsible: Chanda Walker (870)763-4485 Hours: 8:00-3:00 Monday-Friday.**
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. **Person Responsible: Chanda Walker (870)763-4485**
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. **Person Responsible: Chanda Walker (870)763-4485 Parent Facilitator: Sandy Davis (870) 753-4485**

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Provide the hours of operation for your parent center.

Provide the name and contact number for your parent facilitator.

7. How will your school engage parents in the evaluation of your parental involvement efforts?

- The school will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth. **Person Responsible: Chanda Walker (870)763-4485**

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8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?

- The school will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. **Person Responsible: Sandy Davis (870) 763-4485**
- The school will use the results of the parent interest survey will be used to plan the parental involvement activities for the year. **Person Responsible: Sandy Davis (870) 763-4485**
- Sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting

course selection, career planning, and preparation for postsecondary opportunities. **Person Responsible: Teryn Spears (870) 762- 2053**

- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. **Person Responsible: Sandy Davis (870) 763-4485**

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9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. **Person Responsible: Chanda Walker (870)763-4485**
- The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. **Person Responsible: Chanda Walker (870)763-4485**
- For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. **Person Responsible: Chanda Walker (870)763-4485**

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Make sure all actions labeled state requirement located under the yellow hint icon is included in your plan. Provide the information about the responsible person(s), meeting dates, facilitators name and contact number requested for each item number listed above.