

Eliza Miller Elementary School (Helena-West Helena School District)
106 Miller Loop
West Helena, AR 72390
(870) 572-3705

School Parent Involvement Policy
2016-2017

School Status: Needs Improvement Grade Levels: 4th -6th Parent Facilitator: Pamela Gilmore
Are you a Title I School? Yes Percent of Free and Reduced Lunch: 93.9%

Committee Members

Pamela Gilmore, Parent Facilitator Madelyn Ervin, Parent
Sandra Valley-Bagley, Parent Najah Braswell, Parent
Tina Simes, Parent Maxine Miller, Counselor
Valerie Cole, Parent

- List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting instruction.**
 - The school will provide to parents progress reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events.
 - The school will provide a process for resolving parental concerns, as well as a copy of the school handbook.
 - Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- List the proposed parent meeting, conferences and activities regularly throughout this year and 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.**
 - Eliza Miller Elementary Primary will hold 2 parent/teacher conferences.
 - These meetings will include parent training sessions to help parents understand how to enhance their child's education.
 - 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.
 - The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
 - o Fun Day Volunteers
 - o Family Reading/Math Night
 - o Open House

- Parent Teacher Organization
- Jamboree
- Parent University

3. How will your school provide information to parents about volunteer opportunities?

- 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 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.
- (Staff Development) 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 understanding of effective parental involvement strategies. No fewer than 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.
- The school will work with Eliza Miller Elementary 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.

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.

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?

- 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.
- The school shall enable the formation of a Parent Teacher Association or Organization that will foster parental and community involvement within the school.
- Coordinate and integrate parental involvement strategies with parental involvement strategies under other programs, such as the Head Start Program, 21st Century, and other state run pre-school programs.

6. How will your school provide resources for parents?

- The school will distribute 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...)

- 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 materials for review.
 - Create a parent center.
- 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 situations.
- The principal shall designate (1) certified staff member who is willing to serve as parent facilitator (Pamela Gilmore).

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 of 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.

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.
- The school will use the results of the parent interest survey will be used to plan the parental involvement activities for the year.
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental evaluation plan evaluation.

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. 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 description or 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.
- 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.