

Arkansas

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.

Hint

**District**  
Benton School District

**School Improvement Status**  
Needs Improvement

**Grade Levels**  
K-5

**Parent Involvement Coordinator**  
Mark Rash

**Are you Title I Schoolwide?**

- Yes
- No
- N/A

**Percent of free and reduced lunch**  
69%

**Parent Involvement Committee Members**  
(Select "Repeat" to open more entry fields to add additional team members)

**Enter committee members**

**First Name**  
Lori

**Last Name**  
Bacon

**Position**  
Principal

**Enter committee members**

**First Name**  
Mark

**Last Name**  
Rash

**Position**  
Assistant Principal, Parent Involvement Facilitator

**Enter committee members**

**First Name**  
Micala

**Last Name**  
Garcia

**Position**  
Teacher

**Enter committee members**

**First Name**  
Anna

**Last Name**  
Lowrance

**Position**  
Teacher

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**Enter committee members**

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**First Name**

Makayla

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**Last Name**

Johnson

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**Position**

Teacher

---

**Enter committee members**

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**First Name**

Linda

---

**Last Name**

Stokes

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**Position**

Para. Professional

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**Enter committee members**

---

**First Name**

Stacy

---

**Last Name**

Springer

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**Position**

Office Aide

---

**Enter committee members**

---

**First Name**

Jamie

---

**Last Name**

Stearns

---

**Position**

Parent

---

**Enter committee members**

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**First Name**

Megan

---

**Last Name**

Harris

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**Position**

Teacher

---

**Enter committee members**

---

**First Name**

Amanda

---

**Last Name**

Burt

---

**Position**

Teacher

---

**Enter committee members**

---

**First Name**

Chris

---

**Last Name**

Beckwith

---

**Position**

Teacher

---

**Enter committee members**

---

**First Name**

Jennifer

---

**Last Name**

Lunsford

---

**Position**

Music Teacher

---

**Enter committee members**

---

**First Name**

Taylor

---

**Last Name**

Simpson

---

**Position**

Secretary

---

**Enter committee members**

---

**First Name**

Leann

---

**Last Name**

Guerra

---

**Position**

Speech Therapist

---

**Enter committee members**

---

**First Name**

Sharon

---

**Last Name**

Kindrix

---

**Position**

Teacher

---

**Enter committee members**

---

**First Name**

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**Last Name**

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**Position**

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

**Hint**

The school will distribute a monthly newsletter to parents, post on school web-site, and use Blackboard, a school wide phone announcement system, that includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. (Principal). In addition, announcements will be posted on the Angie Grant Elementary Facebook page.

The school will use the Edline website to house classroom Web sites for each teacher. Homework assignments and pertinent classroom information will be available on classroom Web sites. Also, 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. Parents can access District and school websites for school news, calendar of school activities, and school information. (Assistant Principal)

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. (Classroom Teacher)

Teachers will routinely contact parents on an individual basis to communicate about their child's progress. (Classroom Teacher)

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. (Principal)

The school will offer parents the Annual Report to the Public each year on the school's yearly progress and approach to school improvement. (Principal)

The school will post in the local newspaper invitations to Angie Grant Open House, Kindergarten Round-Up, school achievements. (Principal)

Parents will receive elementary student handbooks at the beginning of each school year and as their child enrolls in the school. (Principal)

Parents will receive notice through school and classroom newsletters about music programs, family night events, PTO, and grade level programs. (Principal)

Interpreters will be provided for ESL families during Parent/Teacher Conferences, parent meetings, and additional school conferences. (Principal)

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**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.)**

**Hint**

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 book fair nights that provide an opportunity for parents and their child to experience the school environment in a positive and helpful manner while school staff may provide any needed assistance or encouragement. Dates: TBA (Library Media Specialist)

The meetings will be held at various times during the day or evening to better accommodate parents. Times: Teacher Prep Times, Lunch, and after school (Teacher)

Outside speakers will provide parents with more information concerning ways to make their child's academic life more successful. Classroom Teachers

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. (Principal)

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. Dates 10/27/2015 and 03/31/2016(Principal)

The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.(Principal)

The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

- a. Grade Level Parent Meetings
- b. Fall Festival: 10/23/2016 (Principal. PTO)
- c. Holiday Shop:12/13-12/14 (PTO)
- d. Book fair helpers : TBD (Library Media Specialist)
- e. Spring Fling volunteers: 5/12/16 (Principal)
- f. Family reading night: TBD (Library Media Specialist)
- h. K-5 Math Night: TBD (Building Math Specialist)
- i. Open House 08/11/16 (Principal)
- j. Parent-school organization ( Principal)
- k. Red Ribbon week TBD (Counselor)
- l. Choir concerts (Music Teacher)

- m. Classroom Volunteers: (Assistant Principal)
- n. Hearing/Vision Screenings and Flu Clinics: Flu Clinic 10/20/2016(Nurse)
- o. Fall and Spring Student Pictures: (PTO) 09/27/2016 and 02/17/2017
- p. Field Trips: (Classroom Teachers)

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

#### **Hint**

- The school will provide opportunities for parents and community members to support the instructional program through such programs as grade level parent meetings, PTO meetings, guest speakers, and guest readers. (Assistant Principal)
- 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. A Volunteer Training 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. (Assistant Principal)
- The school will work with Benton Middle School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The middle 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's Rookie Camp which is for students going to Benton Middle Schools. TBA (Principal)
- School will provide instruction to parents 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. (Assistant Principal, Counselor)
- (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 understand 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. (Principal)

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

#### **Hint**

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 have the opportunity to sign the compact. (Principal)

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### **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?**

#### **Hint**

- 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. Student Handbook Committee, Parent Involvement Committee (Principal)
- The school will ask parents to serve on curricular and instructional review 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. G/T Advisory Committee (Principal)
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement. (Principal)
- 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. (Principal)
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (Principal)
- School will coordinate and integrate parental involvement strategies with other programs, such as the Head Start Program, Reading First Program, Early Reading First Program, Home Instruction Programs for Preschool Youngsters, and state-run preschool programs. (Assistant Principal)

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### **6. How will your school provide resources for parents?**

#### **Hint**

- Parents will have the opportunity to request activation of Home Access Center accounts to check grades and visit educational Web sites. (Assistant Principal)

- 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...). (Principal)
- It is included 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. (Principal)
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. (Assistant Principal)

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

##### **Hint**

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. (Principal) Parents will be asked to complete several surveys throughout the school year to provide input and feedback on the programs in place and the effects of parental involvement efforts. (Principal)

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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?**

##### **Hint**

- 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 to plan the parental involvement activities for the year.
- The school will evaluate the activities at the end of the year as part of the annual parental involvement plan evaluation.

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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.)**

##### **Hint**

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. 10/18/2016 (Principal)
- 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. (Principal)
- 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. (Principal)

If you have any questions, please to speak with our building principal, Lori Bacon, at Angie Grant Elementary. Our phone number is 778-3300.

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***\*After completion of this form, the school should print and submit to district for review and approval. Once approved, the school is required to post their School Parent Plan on their website.***

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