



Ringgold Elementary School

536 River Street, Benton, AR 72015

Phone: 501-778-3500 • Fax: 501-776-5714

Beverly Mayfield, Principal • Rhonda Redmond, Assistant Principal

www.bentonschools.org

9/15/2016

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.

District

Benton School District

School Improvement Status

Pending

Grade Levels

K-5

Parent Involvement Coordinator

Rhonda Redmond

Are you Title I Schoolwide?

Yes

No

N/A

Percent of free and reduced lunch

57

Parent Involvement Committee Members

Rhonda Redmond, Parent Involvement Coordinator

Robin Sparks, Counselor

Darla Brimhall, 5th Grade Teacher

Nicole McNamee, Parent

Lauren Stephens, Parent

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 quarterly 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. Teachers will send home weekly class updates. - Rhonda Redmond

The school's reading specialist will create materials explaining the school's involvement with the state's reading initiative and how the parents can be involved in supporting the goals of this initiative. It will be distributed at P.A.L.S. (Parents Assuring Literary Success) Meetings. - Pam Evans

The school will create a Web site. Teachers will create homeroom websites. Homework assignments and pertinent classroom information will be available on classroom Web sites. Also, parents can access their child's grades using a user name and password. Parents may use e-mail to communicate with members of the school staff. - HAC - Sherri Fite



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Each teacher will send home a folder containing student papers and work samples each week. - Beverly Mayfield/ Rhonda Redmond

Teachers will routinely contact parents on an individual basis to communicate about their child's progress. – Beverly Mayfield/Rhonda Redmond

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. - District Report Cards - Beverly Mayfield/Rhonda Redmond

The school will send parents a letter in the first nine weeks that explains their child's test results and standardized test scores. - Rhonda Redmond

The school will offer parents a special workshop each year on the school's approach to school improvement. – Beverly Mayfield/Rhonda Redmond

The school will send notices home with students, post notices on the school website, on the marquis, through alert now and post notices in the monthly newsletter about parent workshops and meetings. - Rhonda Redmond

The school will use the student handbook, school Web site, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request. - Beverly Overturf/Rhonda Redmond

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 P.A.L.S. luncheons that provide an opportunity for parents to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement. - Pam Evans/Rhonda Redmond

The school will hold an orientation for parents 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. - Beverly Mayfield/Rhonda Redmond

The meetings will be held at various times during the day or evening to better accommodate parents. - Rhonda Redmond

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

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



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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. - District Scheduled Parent Teacher Conferences - Beverly Mayfield

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

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

Library assistant - Ima Greer

Reading buddy - Robin Sparks

Teacher assistant - Rhonda Redmond

Tutor - Rhonda Redmond

Book fair helpers - Ima Greer

Grandparents Day - Beverly Mayfield

Awards day presentation - Beverly Mayfield/Rhonda Redmond

Field day volunteers - Jennifer Kelly

Parent education workshops - Rhonda Redmond

Orientation presentations - Beverly Mayfield

Open House - Beverly Mayfield

Parent-school organization - Beverly Mayfield

Red Ribbon week - Robin Sparks

Choir concerts - Leticia Melton

T.O.T. Performances - Jennifer Kelly

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

STATE REQUIREMENT – 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. - Rhonda Redmond

STATE REQUIREMENT (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 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. - Beverly Mayfield/Rhonda Redmond



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Ringgold Elementary School and Benton Middle School will work together to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. BMS will host special orientation programs for parents and students to help with the transition. Ringgold will facilitate informing parents of event dates and times and will send 5th graders to BMS for an orientation day during the school day to ensure as many students as possible make it to orientation. Parents will have the opportunity to meet the new teachers at the new school. - Beverly Mayfield/Rhonda Redmond

The school will provide opportunities & programs for parents and community members to support the instructional program through such programs as Rocking Reader & tutoring. - Robin Hudson/Rhonda Redmond

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.- Rhonda Redmond

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. - Rhonda Redmond

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?

STATE REQUIREMENT – 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. – Rhonda Redmond

STATE REQUIREMENT - The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. - Beverly Mayfield

Coordinate and integrate parental involvement strategies with parental involvement strategies under other programs, such as the Home Instruction Programs for Preschool Youngsters and state-run pre school programs - Rhonda Redmond

The school will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement. - Beverly Mayfield



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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. - Beverly Mayfield

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. - Beverly Mayfield

6. How will your school provide resources for parents?

Parents may view the Title I Plan located in the conference room. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. - Rhonda Redmond

STATE REQUIREMENT - 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...). - Rhonda Redmond

STATE REQUIREMENT - 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.- Rhonda Redmond/Ima Greer

STATE REQUIREMENT - 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. - District Handbook Committee

STATE REQUIREMENT - The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator.- Beverly Mayfield

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. - Rhonda Redmond



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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. - Rhonda Redmond

The school will use the results of the parent interest survey to plan the parental involvement activities for the year. - Rhonda Redmond

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. - Rhonda Redmond

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. - Beverly Mayfield/Rhonda Redmond

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. - Beverly Mayfield/Rhonda Redmond

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. - Beverly Overturf/Rhonda Redmond