

Westside Elementary Parent Involvement Plan 2014-2015

Parent Advisory Committee Members:

Sherri Jennings - Principal

Ginny Brown - Teacher

Michelle Atherton - Assistant Principal

Amy Youngblood - Parent

Brenda Phillips - Counselor

Jessica Brown - Parent

Stacy Cook - Teacher

Tasha Langdon - Parent

Jennifer Tumbleson - Teacher

Courtney Roldan - Parent

Alyssa Walters - Teacher

Sean Culbertson - Parent

Goal 1: Westside Elementary will use various communication strategies in our school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The school will distribute bi-monthly newsletters to parents that are developed with participation of the parent-school organization, principal, staff and parent volunteers. It will include school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. *(Sherri Jennings, Michelle Atherton: May 2015)*
- The school will have a Website with contact information and calendar of school events. Pertinent classroom information will be available on Website. Also, parents can access their child's attendance 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. *(Sherri Jennings, Amanda Elizandro: August 2014)*
- Each teacher will send home a folder containing student papers and work samples each week. Teachers also send home a weekly classroom newsletter to keep parents up to date of academic areas of focus. *(Sherri Jennings, Michelle Atherton, Classroom Teachers: May 2015)*
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress. *(Sherri Jennings, Michelle Atherton, Classroom Teachers: May 2015)*
- The school will provide to parents report cards every nine weeks with information regarding their child's academic progress and upcoming classroom and school events. *(Sherri Jennings, Michelle Atherton, Classroom Teachers: May 2015)*
- The school will send a parent-friendly letter in the first report card. Their child's test results and standardized test scores will also be sent home. *(Sherri Jennings, Michelle Atherton: October 16, 2014)*

Goal 2: Westside Elementary will propose the following parent meetings, conferences and activities regularly throughout this year to increase parental involvement and build staff and parent capacity to engage in these types of efforts.

- The meetings will include a series of family reading, math and science nights that provide an opportunity for parents and their child to experience the school situation in a positive and helpful manner. School staff may provide any needed assistance or encouragement. *(Sherri Jennings, Michelle Atherton: April 2015)*

- The school will hold an orientation to inform parents 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. *(Ginny Brown: September 9, 2014)*
- 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. *(Sherri Jennings, Michelle Atherton, Classroom Teachers: October 14 & 16, 2014, March 17 & 19, 2015)*
- The school will hold a Report to the Public meeting each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. *(Sherri Jennings: September 9, 2014)*
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
 - Open House *(Sherri Jennings, Michelle Atherton: August 14, 2014)*
 - Room Parents *(Sherri Jennings: September 12, 2014)*
 - Field Trip Volunteers *(Sherri Jennings: May 2015)*
 - Book Fair Helpers *(Amanda Taylor: September 2014, March 2015)*
 - Grandparents Day *(Brenda Phillips: October 2 & 3, 2014)*
 - Awards Day Presentation *(Sherri Jennings: May 2015)*
 - Fitness Frenzy Volunteers *(Lisa Park: May 11 - 15, 2015)*
 - PTO/PTO Meetings *(Sherri Jennings, Michelle Atherton: May 2015)*
 - Red Ribbon Week *(Brenda Phillips: October 27-31, 2014)*
 - Career Week *(Brenda Phillips: May 2015)*
 - Music Programs *(Stephanie Robertson: December 2014)*
 - Talent Show *(Sherri Jennings, Stephanie Robertson: April 2015)*

Goal 3: Westside Elementary will provide information to parents about volunteer opportunities.

- The school will provide opportunities for parents and community members to support the instructional program through such programs as Hallway Heroes, Mystery Readers, and Reading Buddies. *(Ginny Brown: May 2015)*
- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. *(Sherri Jennings: September 12, 2014)*
- A brief Hallway Heroes training session 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. *(Kelly Spencer, Ginny Brown: September 15, 2014)*

- The 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. *(Sherri Jennings, Brenda Phillips: May 2015)*
- Teachers will participate in no fewer than two (2) hours of professional development with Jack Berkmeier designed to enhance the understand of effective parental involvement strategies as required by the State Board of Education’s Standards for Accreditation of Arkansas Public Schools and Cabot School District. Administrators will attend no fewer than three (3) hours of professional development 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. *(Sherri Jennings, Michelle Atherton: August 14, 2014)*

Goal 4: Westside Elementary will 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. *(Sherri Jennings, Michelle Atherton: August 2014)*

Goal 5: Westside Elementary will provide opportunities for parents to be involved in the development of 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 engage the parents in decision making about the allocation of its Title I, Part A funds for parental involvement. *(Sherri Jennings, Ginny Brown: May 2015)*
- The school will take advantage of community resources by recruiting community stakeholders to create an advisory commission to provide advice and guidance for school improvement. *(Sherri Jennings, Ginny Brown: October 13, 2014)*
- The school will enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school. *(Sherri Jennings: September 9,2014)*

Goal 6: Westside Elementary will provide resources for parents.

- Parents may check out materials, use the computer to check attendance, 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. *(Ginny Brown: August 2014)*
- 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...). *(Sherri Jennings, Michelle Atherton: August 2014)*
- To promote and support responsible parenting, the school will, 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. *(Sherri Jennings, Ginny Brown: May 2014)*

- The school will create a parent center. *(Ginny Brown: August: 2014)*
- The school will include in the school's policy handbook the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. *(Sherri Jennings: August 2014)*
- The principal will designate (1) certified staff member who is willing to serve as a parent facilitator. *(Sherri Jennings: August 2014)*

Goal 7: Westside Elementary will 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. *(Ginny Brown: May 2015)*

Goal 8: Westside Elementary will 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. *(Sherri Jennings, Michelle Atherton: August 2014)*
- The school will use the results of the parent interest survey will be used to plan the parental involvement activities for the year. *(Sherri Jennings: August 2014)*
- 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. *(Sherri Jennings, Ginny Brown: May 2015)*

Goal 9: Westside Elementary will plan and conduct an Annual Title I Meeting.

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. *(Ginny Brown: September 9, 2014)*
- 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. *(Ginny Brown: September 9, 2014)*
- An Annual Title I Meeting will be conducted. The agenda, the sign-in sheet and the minutes for the Annual Title I Meeting will be generated separately from any other events and kept on file in the school's office. *(Ginny Brown: September 9, 2014)*