

AR
Carl Stuart Middle School (Conway School District)
2745 Carl Stuart Rd
Conway AR 72034
501-329-2782

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
Conway Public Schools

School Improvement Status
Needs Improvement

Grade Levels
5-7

Parent Involvement Coordinator
Crystal Rehm

Are you Title I Schoolwide?
 Yes
 No
 N/A

Percent of free and reduced lunch
45.4%

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

Enter committee members

First Name
Crystal

Last Name
Rehm

Position
Parent Involvement Designee

Enter committee members

First Name
Susan

Last Name
Middlebrooks

Position
Administrator

Enter committee members

First Name
Elizabeth

Last Name
Corey

Position
Parent

Enter committee members

First Name
Miranda

Last Name
Ratliff

Position
Parent

Enter committee members

First Name
Ashleigh

Last Name
Castles

Position
Teacher

Enter committee members

First Name
Sarah

Last Name
Copeland

Position
Teacher

Enter committee members

First Name
Hannah

Last Name
Church

Position
Teacher

Enter committee members

First Name
Kerry

Last Name
Hymas

Position
Teacher

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

- School website,
- Parent Link,
- Marquee
- PTO
- Facebook,
- District App,
- HAC/TAC,
- email,
- Parent/Teacher conferences,
- Remind,

- The school will distribute a newsletter to parents that are 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 achievements such as homework tips, organizational skills, and study skills.
- The school has a Web site to house classroom Web sites for teachers. 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.
- 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.
- The school will offer parents a special workshop each year on the school's approach to school improvement.
- The school will send information home with students, post notices in school facilities and public buildings, and provide information for local newspapers and tv stations about parent workshops and meetings.

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.)

Open House August 18, 2016

Parent/Teacher Conferences September 21-22,2016 February 15-16, 2017

Cat Camp August 3, 2016

Fall Family Fun Night - October 18, 2016

Literacy Night - February 2, 2017

Math Night Spring 2017

Science Night Spring 2017

Choir Concert- December 9, 2016 Spring 2017

Band Concert- December 2016

Orchestra Concert Fall 2016

Art Night- Spring 2017

Awards Assembly- May 17, 2017

Donuts for Dads Fall 2016

Blood Drive Spring 2017

Bash Day volunteers Spring 2017

- These meetings will include parent training sessions to help parents understand how to enhance their child's education.
- The meetings will be held at various times during the day or evening to better accommodate parents.
- Outside speakers will provide parents with more information concerning ways to make their child's academic life more successful.
- Teachers will hold conferences individually with parents of children. 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.
- The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
 - Watch D.O.G.S.
 - Book fair helpers September 14-23, 2016 Spring 2017
 - Field day volunteers Spring 2017
 - Red Ribbon week October 24-28, 2016

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

Open House

Parent Volunteer Survey

PTO forms

Electronic communication

Newsletters

- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. 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.
- The school will work with feeder Elementary Schools to help provide a smooth transition from one school to the next by raising 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.
- 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.
- 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.

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?

- 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.
- 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.

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. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to 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 the 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 solutions.

The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a 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 parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by parents. The effectiveness of the parental involvement plan will be determined and changes made 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.

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.

A notebook is compiled and placed in the media center for teachers and staff. The notebook is organized for each subject and organization.

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.)

Not applicable.

****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.***