

AR
EDWARD D. TRICE ELEM SCHOOL (Texarkana Arkansas School District)
4505 PINSON STREET
TEXARKANA AR 71854
870-772-8431

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
Texarkana

School Improvement Status
Non-Achieving

Grade Levels
K4

Parent Involvement Coordinator
Sherry L. Grimes

Are you Title I Schoolwide?

- Yes
- No
- N/A

Percent of free and reduced lunch
68%

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

Enter committee members

First Name
Sherry

Last Name
Grimes

Position
Counselor

Enter committee members

First Name
Kimberly

Last Name
Wharton

Position
VIPS member-Parent

Enter committee members

First Name
Amanda

Last Name
Easley

Position
VIPS member-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.

Quarterly parent newsletter that includes school news, calendar of school activities, and parenting tips relating to school achievement. Maggie Uzzell, our secretary sends home the newsletter at the beginning of each month.

The school reading specialist and parent volunteers will create a pamphlet explaining the schools' involvement with the state's reading initiative and how parents can be involved in supporting the goals. Distributed at parent orientation night and other public meetings. Mrs. Harris, Principal, and Mrs. Kathy Coker is responsible for this.

The school will create a Web site 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 receive at the beginning of the school year. Parents use e-mail to communicate with members of the school staff. Teachers creat and update their own web sites. Our secretary, Maggie Uzzell, distributes parents the PIN numbers to parents in September.

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.

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

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. Teachers send out these grade reports.

The school will send to parents a parent-friendly letter in the first report card that explains their child's test results and standardized test scores. Mrs. Grimes, school counselor, sends out this information.

The school will offer parents a special workshop each year on the school's approach to school improvement. Mrs. Harris conducts this meeting.

The school will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings.

The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings to inform parents about the Schoolwide Title I Plan; also know as the Arkansas Consolidated School Improvement Plan(ACSIP) and how to get a copy. Mrs. Harris, Principal, conducts this meeting.

All staff phone numbers are distributed to parents through the newsletter, handouts, meetings, and on school web site and teacher web sites.

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.)

Two parent conferences will be held from 1:00-7:00 p.m. on the following dates-September 26

, 2016 and February 13, 2017. 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. Teachers hold the conferences and are responsible.

Meetings will include parent-training sessions to help parents understand how to enhance their child's education. Mrs. Grimes responsible.

Meetings will include a series of family nights that provide an opportunity for parents and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement. Mrs. Grimes is responsible.

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. Mrs. Grimes and Mrs. Harris are more responsible.

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. Mrs. Harris is responsible.

The school will offer parents a special workshop each year to provide an explanation of the statewide assessment systems, standards, and other accountability measures. For students who did not score proficient on the state mandated test, an Academic Plan(AIP) will be jointly developed, agreed upon, and signed by both parties; parents and school personnel. Teachers and Mrs. Harris are responsible.

The school will engage parents in the following types of roles and activities to increase their involvement and support of for learning: library assistant, reading buddy, mentor, teacher assistant, tutors, special parent lunches, book fair helpers, Grandparents Day, Awards Day presentation, field day volunteers, Family reading nights, Parent education workshops, Orientation presentation, Open house, Parent-school organization, Red Ribbon Week, Choir concerts, , various committees. Mrs. Grimes is responsible.

Mrs. Grimes, parent coordinator can be reached at the school at [870-772-8431](tel:870-772-8431), is responsible for coordinating all parent workshops, meetings, etc. Her number is given to parents in the newsletters, on web sites, and in meetings.

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

The school will provide opportunities for parents and community members to support the instructional program through programs to include, but not limited to Reading Buddies, tutoring, and special friends. Mrs. Grimes is responsible.

The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation to 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. Mrs. Grimes is responsible.

The two hour required parent involvement inservice is held for all staff during the inservice days prior to school beginning. Mrs. Grimes, parent coordinator is responsible for this.

Mrs. Grimes, school counselor, coordinates with staff for parent orientation to help students ease into next year's grade level. This is held in May.

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 responsibility for improved 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.

School staff will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment and provide assistance to parents in understanding content and how to monitor a child's progress, standards, and academic assessments.

The school will provide materials and training to help parents work with their children to improve academic achievement; educates teachers, principals, and other staff in the importance of effective communication, value and utility of contributions of parents; coordinates and integrates parent involvement programs and activities; ensures that information related to school and parent programs is sent to parents to the extent practical in language parents can understand; and provides other reasonable support for parent involvement activities as parents may request.

Mrs. Maggie Uzzell, secretary collects these signed compacts and maintains the filing.

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 parent trainings on how to contribute to this process in a meaningful way. Mrs. Grimes, parent coordinator is responsible for this.

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. Mrs. Harris, principal is responsible for this.

The school will engage parents in decisions about the allocation of its Title I, Part A funds for parental involvement. Mrs. Harris is responsible for this.

VIPS is in place for this 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. 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. Mrs. Grimes, parent coordinator is in charge of this.

Mrs. Harris, principal sends home informational packets to parents at the beginning of each school year.

Mrs. Harris, principal, sends home a letter to parents about how to handle problems and what channels to go through.

Mrs. Grimes is the parent facilitator for the school.

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, the school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. Mrs. Harris, principal, is in charge of this.

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?

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 numbers 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. Mrs. Harris, principal is in charge of this.

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.)

Our Annual Title I meeting is Tuesday, August 9, 2016 in our cafeteria. Mrs. Harris, principal, is in charge of this plan and can be reached at the school at [870-772-8431](tel:870-772-8431).

****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.***