

**Woodlawn School District
Woodlawn Elementary
6760 Highway 63 · Rison, Arkansas 71665
870.357.2211**

2016-2017 Parental Involvement Plan

Woodlawn Elementary School Parental Involvement Committee Members:

Genell Davis, Principal
Penny Davis, Teacher
Heather Austin, Parent
Hope Norton, Parent

Lori Green, Parental Involvement Coordinator / Counselor
Hannah Slaughter, Paraprofessional / Alumni
Julia Drake, 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 Parent Center will distribute the monthly newsletter, Firm, Fair & Consistent, for parents that include parenting tips related to school achievement such as homework tips, organizational skills, and study skills. The classroom teachers will develop a monthly newsletter developed with participation of the 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.
 - Parents may access and monitor their child's grades through the Home Access Center (HAC) in eSchool using a login and password received at the first parent teacher conference on September 29, 2016.
 - Parents may use e-mail to communicate with members of the school staff.
 - Teachers will utilize the app Remind 101 to text parents about events in their child's classroom such as homework assignments and various pertinent information.
 - The school and teachers will utilize the SchoolWay app to keep abreast of current events. The SchoolWay app also appears on the district's website as a newsfeed.
 - 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 through Praise Calls to communicate about their child's progress.
 - The school will provide parents with progress reports/report cards every four weeks with information regarding their child's academic progress.
 - During the first progress report conference, the teacher will explain to parents their child's standardized test scores.
 - 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's marquee will be utilized to post important events as well.
 - The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the school wide Title I Plan and how to receive a copy upon request.

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2. List the proposed parent meetings, 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.
 - Literacy and Math nights will include training sessions to help parents understand how to enhance their child's education. The meetings will be held at various times to best accommodate parents.
 - The school will hold a Math / Science / Technology night to introduce parents to our new math and science curriculum and how to access the series online using their child's username and password. This meeting is scheduled for Tuesday, October 4, 2016, at 6:00 p.m.
 - 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.
 - 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. The parent teacher conferences are scheduled for Thursday, September 29, 2016, and Thursday, February 9, 2017, from 2:30 – 7:00 p.m.
 - The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning such as library assistant, reading buddy, mentor, teacher assistant, tutor, open house, parent-school organization, choir concerts, and various committee members.

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 such programs as Reading Buddies, tutoring, and special friends.
 - 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.
 - The Woodlawn Elementary will work with the Woodlawn High School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The high school will host a special orientation program for parents of seventh grade students to help with the transition. Parents and students will have the opportunity to meet the middle / high school teachers at the beginning of the students' seventh grade school year.
 - The Parent Center, teachers, nurse and staff will 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

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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 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. The parental involvement professional development requirement shall rotate to every fourth year for teachers.

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. Parents and students will receive this compact in the student packet provided upon enrollment.

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.
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement.
- 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.
- Coordinate and integrate parental involvement strategies with other programs, such as the Head Start Program, Reading First Program, Early Reading First Program, Even Start Program, Parents as Teachers Program and, Home Instruction Programs for Preschool Youngsters, and state-run preschool programs.

6. How will your school provide resources for parents?

- Parents may check out materials, use computers 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

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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 include 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 Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment completed 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.
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 complete a parent interest survey at registration or at the beginning of each school year to obtain 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 that were suggested by the parents 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?
- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program.
 - The school shall hold the annual Title I Meeting separately from any other meetings or activities to ensure ample time to provide a description / explanation of school curriculum, information or forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.