

Parent Involvement Plan

Rogers Public School District: The Rogers Public School District recognizes that parents play a crucial role in a school's success. Parents are encouraged to be full partners in the education of their children. The school district has developed a Parental Involvement Plan according to the Arkansas Act 1002 of 2011. This plan is reviewed annually, reflecting the district's commitment to facilitating parental involvement and training parent volunteers. The following components are included in the Parental Involvement Plan: parental assistance pertaining to parenting skills, communication regarding school programs, notification of student progress, recruiting efforts for family and community volunteers, partnership in creating home learning activities, coordination of local resources and services, etc.

Frank Tillery: The goal of Frank Tillery Elementary is to encourage parents to form a strong partnership with their child's school, participating in school events, decisions and supporting their child's school. Improving student achievement is a shared responsibility. Parents are provided with instruction on how to incorporate developmentally appropriate learning activities in the home environment. Frank Tillery also partners with the federal and state governments through Title I programs and activities. Title I is the largest federal assistance program for our nation's schools. In accordance with Arkansas Act 1002 of 2011, Frank Tillery Elementary has jointly developed the goals and priorities written in the Parent Involvement Plan and the school plan, ACSIP. Frank Tillery has outlined the recommended roles of parents, teachers, and students in this handbook. Please read each section of this handbook carefully. The school believes that all stakeholders (students, teachers, parents, and community members) are essential for each student's academic success.

Goals of the Parental Involvement Plan are listed below:

1. Increasing parental involvement
2. Increasing involvement of community members
3. Growing school achievement through shared responsibility
4. Fostering parental awareness of grade-level expectations through parent conversations and parent nights
5. Providing frequent communication with parents on child's progress
6. Offering opportunities for parents to volunteer and participate both at home and school
7. Allowing for flexible conference times to accommodate working parents
8. Offering parental assistance in the following areas: parenting skills, nutritional information, homework aids, community resources, etc.

Frank Tillery Elementary School <http://rogersft.ss5.sharpschool.com/> Page 13

Partnership Components

Benefits: Some of the benefits resulting from parental involvement include the following: students flourish, schools are strengthened, student attendance and behavior improves, a higher quality of education is achieved, and a safe learning environment is maintained.

Communication: A variety of different modes of communication allow parents remain in constant communication with the school throughout the year. Parents are also invited to provide the child's teacher with their email addresses. Teachers' emails are posted on the Frank Tillery Elementary web page. If you would like to speak with a teacher, you may call the office and leave a message. The teacher will return your call after instructional time. **Teacher emails and phone numbers** are posted on the school website and are given to parents upon request.

Conferences: **Conference** times are flexible, accommodating all working parents. Arkansas law mandates Parent-Teacher Conferences. We hold Parent-Teacher Conferences twice a school year; once in October (at the end of the first quarter) and a second time in February (after progress reports in the third quarter). Evening conferences are held from 3:00 p.m. - 6:00 p.m. It is important that **EVERY** parent attend these Parent-Teacher Conferences. Conferences are the primary opportunity where parents see the progress of their children. These meetings are also times where parents may discuss any and all of their concerns with their children's teachers. In addition to these two conferences, parents are encouraged to contact their child's teacher at any time during the school year to schedule additional conferences.

Expectations: **Grade-level expectations** are shared with parents during the Open House and during the Parent-Teacher Conferences. An Academic Improvement Plan (AIP) and an Intensive Reading Improvement Plan (IRI's) is written for each student who is struggling academically. These plans provide home and school intervention strategies. Plans are reviewed and shared with parents during the Parent-Teacher Conferences of the first quarter. Learning activities are provided to support classroom instruction and address specific academic needs. **Students** are asked to put forth their best effort at all times throughout the school year and are expected to adhere to all district and school policies.

Information: The Tillery Parent Handbook and the Rogers District Policies are provided in both English and Spanish.

Open House: At the beginning of each school year, there is an Annual Parent Involvement Meeting (Open House) for parents. This meeting informs parents of their rights and requirements in the educational process. School representatives will explain the school's participation in Title I programs, describe the school curriculum, outline expectations, review academic assessments, identify academic expectations, and provide information on how parents can help support their child's learning at home. School and district test scores will also be reviewed. Translators are available for this meeting. Volunteer surveys are provided by the office for parents who are interested in helping to organize this meeting.

Parent Advisory Committee: This committee consists of parents and staff working together collectively to improve Frank Tillery's Parent Involvement Plan. We develop school goals and address specific student needs. Parents on these committees are full partners in all of the major decisions that affect their children. We are always looking for new parents to attend these regular meetings, so please call the school office at 631-3520 if you are interested in being an active member of this committee.

Parent Compacts: **Title I Parent Compacts** are discussed during fall Parent-Teacher Conferences and parents are expected to sign these compacts at this time. Parents also have the opportunity to sign a volunteer survey. Translators are provided for these conferences. Frank Tillery Elementary School

<http://rogersft.ss5.sharpschool.com/> Page 14

Parent Facilitator: Frank Tillery's **Parent Facilitator** will be a certified staff member. The parent facilitator completes professional development hours intended to design effective parent involvement strategies. All staff and administrators receive on-going professional development.

Parent Information Center: The **Parent Information Center** has been set up in the school lobby. School and community pamphlets covering a wide range of parenting topics are available at this center. These resources will cover the following topics: social development, emotional health, educational strategies, nutrition information, organizational skills, etc. These materials are free and all Tillery parents are encouraged to take pamphlets home.

Parent Information Kits: **Parent Information Kits** are given to all students at the beginning of the school year. Any transfer student will receive a packet upon their acceptance into the school. These packets contain valuable information for parents. Pertinent information will include the following: the school's discipline plan, the attendance policy, a list of resources, student study strategies, etc. The Parent Information Kit offers suggestions and ideas concerning the parent's role in their child's education. Student planners, "Wednesday Folders", Parent-Teacher Conferences, phone calls, and emails are other ways parents may stay in constant communication with the school during the year.

Parent Involvement Events: **Parent Involvement Events** are held throughout the school year. Some of the most publicized events include the following: Meet & Greet, Open House, Parent-Teacher Conferences, school plays and performances, field trips, Fall Festival, Field Day, etc. Activities such as these are planned throughout the year to encourage parental involvement. For more information on these events, please visit the Frank Tillery website. A school calendar will be found on the website. The Frank Tillery marquee is located at the front of the school, displaying upcoming events. Please take the initiative to be involved in as many school events as possible.

Parent Involvement Plan: The **Parent Involvement Plan** is developed, regularly reviewed and evaluated by parents and committee members.

Parent Nights: Tillery offers **parent nights** throughout the year focusing on providing practices that enhance parental involvement and address specific academic needs of the school.

Parent Resource Center: The **Parent Resource Center** is located outside the school office. It contains materials that can be checked out by all Tillery parents. Lists of books, learning activities, and videos are posted in this center. The school librarian or any other Tillery staff member will be happy to assist you with strategies for using these materials at home.

Parent Surveys: **Parent Surveys** are given to parents each year. Parents will fill out these surveys and return them to the office. These surveys are analyzed to determine the effectiveness of Tillery's parent-student activities. These surveys are also used to monitor parent involvement activities. Information from the surveys will be shared with the district in order to improve the parent's role in the educational process.

PTO: The **Parent-Teacher Organization (PTO)** meets once a month at Tillery. It strives to provide a successful education for students. We encourage all parents to become involved with Tillery's PTO. There are several ways in which parents may get involved with their child's education. Becoming a member of PTO is an excellent way. Teachers appreciate parents who volunteer to assist with special projects, parties, making copies, creating classroom materials, field trips, etc. It is also great to see parents becoming homeroom moms and dads. The school is always searching for local businesses to serve as "Partners in Education," and would be most appreciative if parents encourage employers to partner in improving their community's educational process. Frank Tillery Elementary School

<http://rogersft.ss5.sharpschool.com/> Page 15

Resources: Community Resources are used to complement in-school learning. Fifth graders attend the Ozark Natural Science Center (ONSC) in the fall for an overnight science activity. Prior to this event, the ONSC comes to our school to have an informal briefing. Parents are given the opportunity to learn about the Science Center and have the opportunity to attend as a chaperone. A formal background check is required of all adults who desire to be a chaperone.

Volunteers: We always have a need at Tillery for parent volunteers. If you are interested in volunteering at home or at our school, please either call the school office or notify your child's teacher. It is very important for all volunteers to **check-in** with the office and receive a volunteer badge while in the building. All volunteers should also **check-out** through the office and log their volunteer time in the Volunteer Resource Book. Your help at Tillery is valued and appreciated! Volunteers make a difference!

Volunteer Resource Book: The **Volunteer Resource Book** is located in the office. Parents sign this book when volunteering at the school.

Process for Resolving Parental Concerns

Resolving Parental Concerns: Frank Tillery has devised a process by which parental concerns may be resolved. This process addresses how a problem is defined, who to approach in the event of a problem, and how to develop solutions with school representatives. These steps are listed below:

1. If a problem develops, parents should record and document all related concerns for their personal records.
2. Parents should contact the appropriate school personnel (e.g. classroom teacher, auxiliary teacher, etc.) as soon as a concern arises.
3. If the problem cannot be resolved, the parents may then contact the school principal.
4. The principal will confer with the appropriate school personnel.
5. A meeting will be held with all involved parties (e.g. parents, principal, school personnel, etc.) in an attempt to resolve the problem. Possible solutions acceptable to all parties will be discussed and adopted in this conference. It is recommended that parents bring their personal records to this meeting. Personal records will assist in addressing the problem.

Online Resources

Tillery Parent Accounts: Individualized Parent Accounts have been created as a digital way to access your child's pertinent academic information. In order to access your online Parent Account, follow these steps: Go to the school website, click on "Parent Website Accounts" found in the left margin, enter your email and your child's ID (your child's computer login name), and then enter the pass code (the student's six-digit lunch number).

Websites

Frank Tillery Elementary: <http://ft.rogersschools.net/>

Rogers Public Schools: <http://www.rogersschools.net/>

State Dept. of Education: <http://arkansased.org/>

AR Kids First (Health Insurance): <http://www.arkidsfirst.com/home.htm>

AR Dept. of Human Services: <http://www.arkidsfirst.com/serv.htm>

Arkansas 211: <http://www.arkansas211.org/default.aspx>

Center for Effective Parenting: www.parenting-ed.org

Federal Dept. of Education: <http://www.ed.gov/> Frank