

CMSN Parental Involvement Plan

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 school will distribute a monthly newsletter to parents that is 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 achievement such as homework tips, organizational skills, and study skills.

Responsible Party: Assistant Principal Adam Koehler; 2014-2015 school year.

- 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 received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff.

Responsible Party: Assistant Principal Adam Koehler; 2014-2015 school year

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

Responsible Party: Dawn Peeples (Building Principal); 2014-2015 school year

- Each teacher will send home an agenda containing assignments, due dates for projects, upcoming tests and quizzes. Teachers will also stamp each student's agenda indicating that the student has correct information. Parents will be asked to initial and return to school with student.

Responsible Party: Dawn Peeples (Building Principal); 2014-2015 school year

- The school will provide to parents reports/report cards every four and one-half weeks with information regarding their child's academic progress and upcoming classroom and school events.

Responsible Party: Dawn Peeples (Building Principal), Teri Duncan (Assistant Principal), & Adam Koehler (Assistant Principal), ; 2014-2015 school year

- The school counselors will provide parents a parent-friendly test summary explaining their child's test results and standardized test scores.

Responsible Party: Jerry Garland & Stacy Noechell; August, 2014

- 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 received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff.

Responsible Party: Assistant Principal Adam Koehler; annually

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.)

- This meeting will include a family reading night as a culminating activity that provides an opportunity for parent and their child to experience this book Rules by Cynthia Lord in a positive and helpful manner.

Responsible Party: Rita House (Parental Involvement Coordinator), Ashley Spruiell, & Amanda Coombe; December, 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.

Responsible Party: : Dawn Peeples (Building Principal), Teri Duncan (Assistant Principal), & Adam Koehler (Assistant Principal); ongoing

- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning
 - Teacher assistant, August-May, 2014
 - Special parent breakfast- December & May, 2014-2015
 - Santa Shop- December 8-12, 2014
 - Candy Gram Sales- October 27-31, December 15-19, & February; 2014-2015
 - Book fair helpers- October 9-16,2014
 - Someone Special Day- October 9-10, 2014
 - Field day volunteers- May, 2014
 - Family reading night -December, 2014
 - Volunteer Orientation- September 2,2014
 - Open House- August 11 & 12, 2014
 - Parent-school organization- August-May, 2014-2015 (Meet every Wednesday of the month)
 - Veterans Day Celebration-November 11, 2014
 - PRIDE (PRIDE Celebration) April 28, 2015
 - Various committees- August-May, 2014-2015

Responsible Party: : Dawn Peeples (Building Principal), Teri Duncan (Assistant Principal), Adam Koehler (Assistant Principal), Rita House (Parental Involvement Coordinator), & Karla Araneda (Volunteer Coordinator); 2014-2015 school year

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

- The school will work with feeder elementary schools to help provide a smooth transition from one grade to the next by raising parent awareness of procedures and related activities. The school will host fourth grade transition night for parents and students to help with the transition from fourth to fifth grade. Parents of sixth graders will attend a seventh grade open house to prepare them for the transition into junior high. Parents will have the opportunity to meet the new teachers and view available courses and electives.

Responsible Party: Building Administration, Counselors, Classroom Teachers; ongoing

- 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.

Responsible Party: Assistant Principal Adam Koehler, ongoing

- 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.

Responsible Party: Linda Payne and Dawn Peeples (Building Principal); August, 2014

4. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan to engage them in the decision-making processes?

- 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.

Responsible Party: Building Administration: Dawn Peeples (Building Principal), Teri Duncan (Assistant Principal), & Adam Koehler (Assistant Principal), ; 2014-2015 School Year

- 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.

Responsible Party: Dawn Peeples (Building Principal) & Amy Hoover/Heather Burton Student Council; 2014-2015 school year

- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

Responsible Party: Dawn Peeples (Building Principal); May and August, 2014

5. How will your school provide resources for parents?

- 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...).

Responsible Party: Dawn Peeples (Building Principal), Teri Duncan (Assistant Principal), Adam Koehler (Assistant Principal), Rita House(Parental Involvement Coordinator), and Stacy Noechell & Jerry Garland (School Counselors); August, 2014

- 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.

Responsible Party: Dawn Peeples (Building Principal) & Rita House (Parental Involvement Coordinator), August, 2014

- Create a parent center.

Responsible Party: Rita House (Parental Involvement Coordinator); August, 2014

- 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.

Responsible Party: Cabot Public School District: Dr. Jeffcoat, August 14, 2014

- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator.

Responsible Party: Dawn Peeples (Building Principal), August, 2014

6. 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.

Responsible Party: Assistant Principal, Teri Duncan; October, 2014

- The school will use the results of the parent interest survey will be used to plan the parental involvement activities for the year.

Responsible Party: Assistant Principal, Teri Duncan, Rita House (Parental Involvement Coordinator), & CMSN PTO Officers (President-Nicole Davis, Secretary-Dana Wessel, Karla Araneda (Volunteer Coordinator), & Cindy Jones (Fundraiser Coordinator); 2014-2015 school 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.

Responsible Party: Dawn Peeples (Building Principal), Rita House (Parental Involvement Coordinator), & Parental Involvement Committee(Dawn Peeples, Rita House, Dana Wessel, Ashley Spruiell, Patricia Trejo Trejo, Sonia Stratton, Stephanie Harper Smith, and Karla Araneda); May, 2015

