

Ward Central Elementary Parent Involvement Plan

2014-2015

District: Cabot Public School District

School Improvement Status: Needs Improvement

Grade Levels: PreK-4

Parent Involvement Coordinator: Whitney Malham

Are you Title I Schoolwide? Yes

Percent of free and reduced lunch: 63.2%

Parent Involvement Committee Members:

- Whitney Malham – Parent Involvement Coordinator, School Counselor
 - Dawn Verkler – Principal
 - Andy Sullivan – Assistant Principal
 - Stacy Ostrowski – Parent, PTO President
 - Angela Hughes – Parent, PTO Fundraiser Coordinator
 - Carol Karnafel – Grandparent, PTO Secretary
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 maintain a website on the district's homepage. The website will be composed of information regarding the technology lab, calendar of events, Monday News, PTO, and faculty and staff contact information. (A. Elizandro, L. Massey; on-going)
 - Classroom teachers will communicate daily with parents using a program called Class DOJO. Parents will be notified when their child receives a positive or negative point in class, specifying the behavior of the student. Parents can also send messages to the teacher through this program. (S. Fryar, daily)
 - The school will use a texting application called Remind. This application allows parents to sign up to receive text message reminders from the school and their child's teacher, including reminders of school events and parent involvement opportunities. (T. Harrison, on-going)
 - Teachers will routinely contact parents on an individual basis to communicate about their child's progress. (K. Holland, on-going)

- The school will offer parents a special workshop each year on the school's approach to school improvement. (D. Verkler, A. Sullivan; September 23, 2014)
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.)
- Ward Central Open House – August 14, 2014 (D. Verkler, A. Sullivan, W. Malham)
 - Parent Meeting - September 23, 2014 (5:30-5:45 PM) (D. Verkler, A. Sullivan)
 - Title I Meeting - September 23, 2014 (5:45-6:00 PM) (D. Verkler, A. Sullivan)
 - Fall Into Math Night - September 23, 2014 (6:00-7:00 PM) (D. Verkler, A. Sullivan)
 - Gifted and Talented Open House - September 30, 2014 (6-7 PM) (J. Hopper)
 - Grandparents Day - October 2 & 3, 2014 (11:00 AM - 12:50 PM) (S. Coates)
 - Parent Teacher Conferences - October 14 & 16 (3:30-7:00 PM), March 17 & 19 (3:30-7:00 PM) (D. Verkler, A. Sullivan)
 - Family Game Night – November 2014 (W. Malham)
 - Veterans Day Reception and Parade - November 11, 2014 (W. Malham)
 - Just Do The Right Thing Good Character Breakfast with Parents – monthly (W. Malham)
 - PTO Meetings - monthly (9:00 AM or 6:00 PM, rotating times) (D. Verkler)
 - Literacy Night – May 2015 (D. Verkler, A. Sullivan)
 - Math and Science Night - Spring 2015 (D. Verkler, A. Sullivan)
 - Morning Meeting Guest Speakers and Readers – weekly (T. Harrison)
3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?
- The school will hand out information for the district-wide initiative for encouraging parental involvement. The Cabot School District's Health and Wellness Coordinator will facilitate an orientation meeting to educate and train parents on what volunteerism looks like in the Cabot Public School District. The program is called Hallway Heroes, which invites parents to greet students as they arrive at school; help with lunch and/or recess duties; monitor hallways, entryways, parking lots, and playgrounds; assist office personnel and teachers with daily support tasks; eat lunch or play on the playground with a student, etc. (K. Spencer, August 2014)
 - 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 a 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. (J.L. Griffin, Fall & Spring 2014)

- The school faculty will attend a district-wide three hour professional development training designed to enhance the understanding of effective parental involvement strategies. (D. Verkler, August 14, 2014)

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 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. (D. Verkler, A. Sullivan; August 14, 2014)

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. (W. Malham; October 6, 2014 & Spring 2015)
- 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. (A. Sullivan; on-going)
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (D. Verkler; monthly)

6. How will your school provide resources for parents?

- A Parent Resource Center will be located in the school, in which parents can check out Math and Literacy materials to help their children, academically, at home. Materials will also be available on the following topics: Parenting and Co-Parenting, Addiction, Adult Education, Children with Disabilities, Managing Stress, Hygiene, etc. (W. Malham, M. Leggett; open during school hours (Monday – Friday 7:30-4:00))
- 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, etc.). (W. Malham, August 14, 2014)
- To promote and support responsible parenting, the school shall do the following: purchase parenting books, magazines, and other informative materials regarding responsible parenting and give parents the opportunity to borrow the materials for review. (W. Malham, on-going)
 - 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. (D. Verkler, A. Sullivan; August 14, 2014)
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, 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. (D. Verkler, A. Sullivan, W. Malham; May 2015)
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 the end of the school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. (W. Malham, May 2015)
 - The school will use the results of the parent interest survey to plan the parental involvement activities for the following year. (W. Malham, May 2015)
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.)
- The school conducted the Annual Title I Meeting for all parents on September 23, 2014. (D. Verkler, A. Sullivan)