

CMSN 2016-2017 Parental Involvement Plan

Cabot Middle School North is dedicated to preparing our students for success.

We recognize that education is a shared responsibility. A united partnership between home and school is an integral component of student achievement. Cabot Middle School North aspires to create a school climate that is warm and welcoming and that encourages and supports parental involvement.

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 calendar of events, PTO, and faculty and staff contact information. Cabot Middle School also has a Facebook page to provide parents with another means of obtaining information about school events and class activities. Team teachers use REMIND 101, Class Dojo, and Google Classroom to inform parents about classwork, homework, projects, school/classroom activities, and other pertinent information.

Responsible Party: L. Massey; CMSN administration, classroom teachers; on-going throughout the 2016-2017 school years

- Grade level teams will create and manage team websites in order to post information concerning upcoming events for the school and team events/information to be updated monthly or as necessary to keep information current. Each team is also responsible for sending home a weekly newsletter that includes the focus for each content subject area. PTO will send out emails, newsletters, and make available an online sign up post (Sign-Up Genius) for upcoming volunteer opportunities.

Responsible Party: Assistant Principal Adam Koehler & PTO; ongoing throughout the 2016-2017 school year

- Parents may access their child's grades online, Home Access Center (HAC), using a PIN number they received at the beginning of the school year. For late enrollees, the counseling center will contact or mail their child's PIN number to them to ensure access to their child's academic progress.

The school counselors will provide parents a parent-friendly test summary explaining their child's test results and standardized test scores. The counseling center sends out a monthly newsletter which includes parenting tips related to school achievement such as homework tips, organizational skills, and study skills.

Responsible Party: Jerry Garland & Stacy Noechell; 2016-2017 school years
Testing information will be provided upon arrival of testing data, 2016.

Teachers will routinely contact parents on an individual basis to communicate their child's progress via a parent survey indicating the means of communication preferred by the parent. The purpose for communication is to express positive comments, as well as, noted concerns. Communication between home and school may include but not limited to the following: phone calls, emails, texts, REMIND 101, Google Classroom, Class Dojo, team and building websites, CMSN Facebook page, and/ or hand written notes. The school will also host a Facebook page which provides current information about upcoming events and activities. Yellow ROARS communication folders were issued to every student at the beginning of school in order to establish continuity for sending information home by the school office/administration or classroom teachers (notes regarding school/team pictures, field trips, parent teacher forms, special school events, etc.).

Responsible Party: Administration & Classroom Teachers; ongoing throughout the 2016-2017 school years

- The school will provide to parents mid-term reports every four and one-half weeks with information regarding their child's academic progress. Progress reports will be sent out every nine weeks.

Responsible Party: Building Administration & Classroom teachers; 2016-2017 school years

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.)**
- Parent Night-This meeting will include an explanation of the One Book, One School program implemented in our school and a presentation on the research behind the program building the home and school connection through literacy. One Book, One School is conducted in the fall, 2016 and in the spring, 2017. Families receive a calendar showing what pages should be read together each evening and discussion questions to help their child build a deeper understanding of the text. Based on feedback from the Parental Involvement Committee, parents will also receive information on websites that can assist their child in the areas of literacy, math, and science.

Responsible Party: Teri Duncan (Assistant Principal), Donna Clifton, Erica Riddle, Content Teachers, & Rita House (P.I. Coordinator); November 1, 2016

- 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, grading procedures, and educational websites that parents can find useful in assisting their child with math and reading.

Responsible Party: Administration and classroom teachers, October, 2016 & March, 2017

- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning
 - ROARS Social Bash, October 4, 2016
 - Someone Special Day, September 29 & 30 , 2016
 - Book Fair Volunteers, October 13-20, 2016 and March, 2017
 - Parent Night, November 1, 2016
 - Schedule Pick-up, August 4, 2016
 - Open House, August 9 & 11, 2016
 - Volunteer Training, October, 2016
 - Parent Teacher Organization, August-May, 2016-2017
 - Veterans Day Celebration, November 10, 2016
 - Music Programs, 2016-2017
 - PRIDE (PRIDE Celebration) Spring, 2017
 - Volunteer Appreciation Breakfast, May, 2017
 - Track and Field Day, May, 2016
 - Renaissance Committee (Parent/Alumni Members), August-May, 2016-2017
 - Parental Involvement Committee, September, 2016-April, 2017

Responsible Party: Principal, Dawn Peeples, Rita House (P.I. Coordinator), Classroom Teachers, & Parent Volunteers/Parent-Teacher Organization; 2016-2017 school year

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

- Volunteer Workshop Training, October, 2016
- PTO has created Sign -Up Genius which is an online Volunteer sign-up site established by the PTO Volunteer coordinator posting upcoming schools events in which volunteers are needed. (ex. Someone Special Day, Selling Boo Grams (October 24-28) and Santa Grams (December 5-9) , Santa Shop (December 5-9), Track and Field day, Volunteers for picture days, Book Fair Volunteers, October, 2016 & March, 2017, Fundraisers, Fall & Spring, Workroom Volunteers, etc.), August, 2016-May, 2017.

Responsible Party: Administration & PTO Volunteer Coordinator, Tracie Thompson

- 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 throughout the 2016-2017 school year

- STATE REQUIREMENT – Provide instruction for parents 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 throughout the 2016-2017 school years

- STATE REQUIREMENT (Staff Development) 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 two (2) 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: Cabot Public School District, August, 2016

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?

- Cabot Middle School North will establish a Parental Involvement Committee to develop a 2016-2017 parental involvement plan. This plan 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. It will be made available for viewing on the school website and disseminated to parents of students.

Responsible Party: Dawn Peeples (Building Principal), Rita House (Parental Involvement Coordinator), & Parent Volunteers/Members of PI Committee; 2016-2017 school years

- STATE REQUIREMENT – 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. This will be achieved by having alumni members on the school renaissance committee, as well as the development of the parental involvement committee.

Responsible Party: Dawn Peeples (Building Principal), Teri Duncan,(Assistant Principal) & Rita House (Parental Involvement Coordinator); 2016-2017 school years

- STATE REQUIREMENT - 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) involving election by Previous PTO Members; May, 2016 and August, 2016

5. How will your school provide resources for parents?

- STATE REQUIREMENT - The school will distribute 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, texts, websites, Facebook, twitter, and paper notes for parents who do not have internet access).

Responsible Party: Building Administration, Rita House (Parental Involvement Coordinator), Counselors, and Classroom Teachers; August, 2016

- STATE REQUIREMENT - 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 Administrator) & Rita House (Parental Involvement Coordinator), August, 2016

- Create a parent center. The parent center is open during school hours, Monday – Friday 7:30-4:00. Materials available include but not limited to the following: Math and Literacy strategies and resources to assist parents in assisting their child at home; materials on Parenting and Co-Parenting, Addiction, Adult Education, Children with Disabilities, Managing Stress, Hygiene, etc. and other useful information.

Responsible Party: Rita House (Parental Involvement Coordinator); August, 2016-May, 2017

- STATE REQUIREMENT – 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 district and each school have a focus on anti-bullying to ensure that students feel safe and valued.

Responsible Party: Cabot Public School District, August, 2016

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

- The parent facilitator (Rita House) for the 2016-2017 was designated by Principal, Dawn Peeples.

Responsible Party: Dawn Peeples (Building Administrator), August, 2016

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 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: Rita House (Parental Involvement Coordinator) & Nicole Gibson (PTO President); October, 2016

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

Responsible Party: Dawn Peeples (Principal), Rita House (Parental Involvement Coordinator), & PTO; 2016-2017 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), & PTO Members/ Parental Involvement Committee; April, 2017

Parental Involvement Committee Members:

Principal: Dawn Peeples

Parent Involvement Coordinator: Rita House

Parents: Sean Gibson, Nicole Gibson, Ginger LeQuieu, Megan Kendall, Tracie Thompson, and Linda Haskins