

**FAIRVIEW ELEMENTARY SCHOOL**  
**Plan for Parental Involvement**

**We believe that a partnership must exist between our parents and our school. We promote positive communication between the school and our students' homes. The school provides a variety of opportunities for parents to be involved in activities supporting our schools. We believe teachers have a responsibility to provide the needed framework for parents to nurture their child's formal instruction at home. We will provide materials that can successfully be used at home to reinforce the academic success of children. It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates.**

**The title I Parental Involvement Committee consisting of teachers, administrators, parents, and community members, met to analyze data from surveys and discussions with teachers, administrators, parents and community members. Using this data, the committee led a process to develop the following list of service and activities to promote parental involvement and provide additional support to student learning:**

**1. School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

- **The school will distribute a periodic 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 activities, and parenting tips relating to school achievement such as homework tips, organizational skills, and study skills.**
- **Parents will receive monthly copies of Fairview's Newsletter. This information keeps them well informed of upcoming student events, as well as, opportunities for parent involvement.**
- **The school will create a web site to house classroom websites for each teacher that may include homework assignments and other pertinent**

classroom information. Parents are encouraged to use e-mail in communicating with school staff.

- Parents are able to access and monitor their child's grades using the child's school ID number and a PIN number that was given to them at the beginning of school.
- 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 to communicate about their child's progress.
- Parents will be updated on their child's academic progress every four to five weeks through progress reports. And every nine weeks with report cards.
- During the first parent conference night, teachers will share student test data results from previous spring testing.
- The school will use the school website, student handbook, and parent orientation meetings to inform parents about the School-wide Title I Plan, also known as the Arkansas Consolidated School Improvement Plan (ACSIP). Parents will sign these plans and be told how to get a copy.
- Parents will be offered multiple opportunities throughout the school year to participate in the development and implementation of our school improvement plan.
- A parent survey will be sent home at the beginning of the year, with each student, to survey the needs and wants of the parents, as well as to find out the overall rating they assign the school.

*Persons responsible for carrying out the above actions are: Kevin Hamilton – School Principal; Missie Dorsa – Secretary; Casey Green – Media Specialist; Erica Fouche – Instructional Facilitator/Magnet Grant Coordinator; Melissa Arnold – Kindergarten Teacher; Kristie Lambert– Kindergarten Teacher; Jessica Turner– Kindergarten Teacher; Emily Parker – First Grade Teacher, Kim Boyce – First Grade Teacher; Linda McCoart – First Grade Teacher; Cecelia Wiederspan– Second Grade Teacher; Edwina Bryant – Second Grade Teacher; Samantha White – Second Grade Teacher; Stephanie Watts– Third Grade Teacher; Lyndse Askew – Third Grade Teacher; Courtney Bullard – Third Grade Teacher; Todd Musgraves – Fourth Grade Teacher; Jessica Pope –Fourth Grade Teacher; and Amanda Razaq– Counselor and Parent Coordinator.*

**2. The school will hold parent meetings, conferences, and activities regularly throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts.**

- These meetings will include parent-training sessions to help parents understand how to enhance their child’s education.
- These meetings will include family nights that provide opportunities for parents and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement.
- These meetings will be held at various times during the day or evening to better accommodate parents.
- The school will hold an orientation for parents at each grade level informing them of the school’s participation in the Title I Program and encourage them to be involved with reviewing and revising of the school’s Title I Plan.

- Teachers will hold individual parent conferences. Parents will receive 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 included in the development of this plan. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures.
- The school will engage parents in the following types of roles and activities to increase their involvement and support for learning:
  - \* Teacher assistant
  - \* Book Fair helpers
  - \*Grandparents Day
  - \*Field Day volunteers
  - \*Math night
  - \*Open house
  - \*Red Ribbon Week
  - \*Parent/Teacher Conferences

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**3. The school will provide information to parents about volunteer opportunities.**

- The school will provide opportunities for parents and community members to support the instructional program through our monthly newsletters and school events.
- Parents and former students will help facilitate trainings to help with the students' transition to the next grade level. They will share positive highlights of the middle school lessening the anxiety of the movement.

*Persons responsible for carrying out the above actions are: Kevin Hamilton – Principal; Erica Fouche – Instructional Facilitator/ Magnet Grant Coordinator; Amanda Razaq – Counselor and Parent Coordinator.*

#### **4. The school will work with parents to create a School-Parent-Student Compact.**

- School staff, parents, and students will develop a school-parent-student compact. The compact will outline how parents, school staff, and students share responsibility for improved 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.
- School staff will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment and provide assistance to parents in understanding content and how to monitor a child's progress, standards, and academic assessments.

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*McCoart – First Grade Teacher; Cecelia Wiederspan– Second Grade Teacher; Edwina Bryant – Second Grade Teacher; Samantha White – Second Grade Teacher; Stephanie Watts– Third Grade Teacher; Lyndse Askew – Third Grade Teacher; Courtney Bullard – Third Grade Teacher; Todd Musgraves – Fourth Grade Teacher; Jessica Pope –Fourth Grade Teacher; and Amanda Razaq– Counselor and Parent Coordinator.*

**5. The school will 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. The principal and leadership team will share the school improvement plan with interested patrons during multiple publicized meetings.
- The school will ask parents to serve on curricular and instructional review committees. Parents also serve on the district/school handbook committees addressing student behavior expectations.
- The school will engage parents in decisions about the allocation of its Title 1, Part A funds for parental involvement.
- The school will send out a survey to all parents asking for feedback on how to improve the school.

*Persons who are responsible for carrying out the above actions are: Kevin Hamilton – Principal; Erica Fouche – Magnet Grant Coordinator/ Instructional Facilitator.*

## **6. The school will provide a parent resource center for parents.**

- Parents may check out materials, use the computer to check grades, and visit educational web sites. Parents will be encouraged to view the Title 1 Plan located in the parent resource center or media center. The resource center is open at hours that are convenient for parents

*Persons responsible for carrying out the above actions are: Kevin Hamilton – Principal; Amanda Razaq – Counselor and Parent Coordinator.*

## **7. The school will engage parents in an evaluation of parental involvement efforts.**

- The school will engage parents in the annual evaluation of the Title 1, 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 1 Committee made up of teachers, parents, the 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 numbers 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.

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*Second Grade Teacher; Stephanie Watts– Third Grade Teacher; Lyndse Askew – Third Grade Teacher; Courtney Bullard – Third Grade Teacher; Todd Musgraves – Fourth Grade Teacher; Jessica Pope –Fourth Grade Teacher; and Amanda Razaq– Counselor and Parent Coordinator.*

**8. The school will 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.
- 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 annual parental involvement plan evaluation.

*Persons responsible for carrying out the above actions are: Kevin Hamilton – Principal; Erica Fouche – Instructional Facilitator; Amanda Razaq – Counselor and Parent Coordinator.*

**9. The school will plan the Annual Title 1 Meeting separately from any other meetings or activities.**

- The school will conduct an Annual Title 1 Meeting for parents of the students who participate in the Title 1, Part A Program.
- The school will hold their annual Title 1 meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum; information on

forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.

- For each Title 1, Part A School, an Annual Title 1 meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office.

*We held the Annual Title I Meeting on August 13, 2015. Mr. Hamilton, Principal, was this year's meeting facilitator. The school number is 870-774-9241.*

