

Otter Creek Elementary School 2016-2017 Parent Involvement Plan

School Mission: The mission of Otter Creek Elementary School is to teach students the essential academic skills at mastery level. The education of our students will empower them to be critical, independent thinkers prepared for the 21st century. This will be accomplished by providing a diverse, equitable and challenging curriculum.

Otter Creek is a Title I school. 81.04% of our students are on free or reduced lunch. Average daily attendance rate: 96%.

Parent Involvement Members

Wendy Minor, Principal
Aleta Posey, Assistant Principal
Amal Harrison, Parent Facilitator
Brittany Beshears, Parent Facilitator
Jill Holman, Counselor
Felicia Hayes, Academic Intervention Specialist
Kim Gaither, Parent
Tammy Gridley, Parent
Latoya Gray- Parent/PTA President

Otter Creek will communicate with parents to increase parent involvement and to support classroom instruction in the following ways:

- Otter Creek will distribute a monthly newsletter developed by the Campus Leadership Team, the principal, staff, students and parent volunteers. It will include a calendar of events, school functions, parental involvement district-wide events, parenting tips and parent school activities.
Contact person for school newsletter/calendar: Dawna Hawkins, 447-5803.
- In addition, Otter Creek Specialists will send home a quarterly “Specialists’ Scoop” newsletter, alerting parents about the skills and happenings in enrichment classes.
Contact person for specialists’ newsletter: Debbie Flores, 447-5806
- Each teacher can be contacted via e-mail or the telephone. Contact person: Dawna Hawkins, 447-5803.

- Parents will be informed that a copy of the Student Handbook may be accessed online at any time. The handbook explains the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Contact person: Wendy Minor, 447-5802.
- Important school information will be disseminated via Blackboard (formerly Parentlink). Contact person for Parent Link: Wendy Minor, 447-5802.
- A hard copy of the Family Informational packet is available in the Parent Center and online on the school website (accessible by going to www.lrsd.org; click on schools, then Otter Creek Elementary). This packet contains Otter Creek's parental involvement plan, survey for parental interests, suggestions for ways parents can become involved in their child's education, school policies and procedures, homework tips, how to conference with your child's teacher and ways to get involved in the school.
- Contact persons: Amal Harrison, 447-5842 and Brittany Beshears, 447-5832

Otter Creek will plan the following meetings, activities, workshops and at various times to increase parental involvement and support student learning:

- Back-to-School Bash-August/2016. Contact person: Wendy Minor, 447-5802
- Open House-Thursday, September 1, 2016. Contact person: Wendy Minor, 447-5802.
- Grandparent's Day- Week of September 19, 2016 Contact person: PTA
- Parent Conference Days- October 13 & 14, 2016 and February 20 & 21, 2016
- Title I Parent Meeting- Thursday, September 1, 2016 Contact person: Wendy Minor, 447-5802.
- Math/Literacy Night-.TBA Contact person: Donna Corrothers and Felicia Hayes
- Watch Dog Dads Kickoff, TBA. Contact person: Jill Holman, 447-5804.
- Red Ribbon Week-October 23-31, 2016. Contact person: Jill Holman, 447-5804
- P.T.A. Fall Fest- October/2016 Contact person: LaToya Lamb (PTA President)
- VIPS Reading Day- November 15, 2016 Contact person: Tiffany Giles
- ESL Night- TBA Contact person: Jill Holman 447-5804.
- Fall Book Fair- Week of November 14, 2016 Contact person: Amal Harrison 447-5842
- Science Night- January/2017 Contact person: Margaret Wang, 447-5829.
- Spring Book Fair- Spring/2017 Contact person: Margaret Wang, 447-5829.
- VIPS Luncheon- Spring/2017 Contact person: Jill Holman, 447-5804
- Kindergarten Awards & Musical- May 11, 2017 Contact person: Brittany Beshears, 447-5832
- Field Day- May/2017. Contact person: Kaye McClain
- Fifth grade graduation: May/2017 Contact person: Wendy Minor, 447-5802.

- Literacy Luau: TBA Contact person: Brittany Beshears, 447-5832 or Amal Harrison, 447-5842
- Music Programs- 3rd grade: October 27, 2016
1st grade: Thursday, December 13, 2016
4th grade: Thursday, February 23, 2017
2nd grade: Thursday, April 27, 2017
Kindergarten: May 11, 2017

Contact person: Brittany Beshears, 447-5832

- Kids with Character Club- Monthly. Check monthly parent calendar. Contact person: Jill Holman, 447-5804 and JoAnn Norris, 447-5835.
- Tutors/Mentors/Encouragers- Wednesdays throughout the year. Contact person, Karen Scarborough, 455-3474.
- Fifth Grade Orientation Night- TBA by district. Contact person: JoAnn Norris, 447-5835
- Volunteer opportunities are presented during Open House and parents may sign up anytime throughout the year. Thursday, September 1, 2017. Contact person: Amal Harrison 447-5842 or Brittany Beshears 447-5832
- Teachers will encourage parents to become involved with school activities.
- Literacy, Math and Science Nights will provide parents' ways to incorporate developmentally appropriate learning activities in the home environment, helpful website tools for parents and other at-home parent instruction approved by the ADE. Dates and contact persons are listed above.
- School, staff, parents and teachers will work together to create a School-Parent Compact. This will outline how parents, school staff and students will share the responsibility for improving student achievement, and the means by which Otter Creek School and parents will build and develop a partnership to help children achieve the state's high academic standards.. Contact person: Wendy Minor, 447-5802.
- Our Title I Annual meeting is held at the beginning of school, with parents and teachers. Otter Creek is Title I school wide. Dates and contact persons listed above.
- Otter Creek 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 provide opportunities with decision-making processes regarding the school's Title I program and funds allocation by:
 - * Involving parents on planning and training committees
 - * Using community resources to provide advice-Wednesdays each week.
 - * Having a P.T.A. that fosters parent and community support- the second Tuesday of each month.

The contact person for the above events is: Wendy Minor,447-5802
- Otter Creek will provide resources for parents in our school's Parent Center located in the front foyer and in our Media Center. The Parent Center is open during school hours, from 7:00 a.m. until 4:00 p.m. Contact person: Debbie Flores 447-5806.

- Parenting books, magazines, pamphlets, brochures and other information regarding responsible parenting are available. Parents will also be able to access materials during Open House, Family Nights, PTA meetings, Watchdog Dad Nights and parent conferences. Parents may be able to check out materials from the Parent Center and have access to a computer. Contact persons: Brittany Beshears: 447-5832; Amal Harrison: 447-5842 or Dawna Hawkins 447-5803
- Otter Creek will survey parents, teachers and staff members using a comprehensive needs assessment. 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 needed. Contact person: Amal Harrison 447-5842 or Brittany Beshears 447-5832
- Otter Creek will use the Parent Surveys distributed at the beginning of the year, to determine what specific activities, information, resources and workshops are needed to help parents. The school will also evaluate each school activity to see which ones were most beneficial. The school's leadership team will accomplish these actions as they meet the second Friday of every month. Contact person: Brittany Beshears 447-5832 or Amal Harrison 447-5842.

The National Network of Partnership Schools (NNPS) NNPS invites schools to use research-based approaches to organize and sustain excellent programs of family and community involvement that will increase student success in school. Otter Creek Elementary collaborates and supports the LRSD Southwest Schools Cluster Team. Partnership Programs focus on the six "keys to involvement" identified by educational researchers as the critical components of home/school/community connections.

Six Types of Involvement: Keys to Successful Partnerships

1. Parenting: Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.
2. Communicating: Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.
3. Volunteering: Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.
4. Learning at Home: Involve families with their children on homework and other curriculum-related activities and decisions.
5. Decision Making: Include families as participants in school decisions, and develop parent leaders and representatives.
6. Collaborating with the Community: Coordinate resources and services from the community for families, students, and the school, and provide services to the community.