

**Otter Creek Elementary School
Little Rock School District**

Parent Involvement Packet 2016-2017

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**Little Rock School District
Otter Creek Elementary
Home/School Learning Compact**

School Name: _____ Date: _____

Student Name: _____ Grade: _____

Parent/Student/Teacher/Principal Compact

Parent/Guardian Agreement

(Any person who is interested in helping this student may sign in lieu of parent.) I want my child to succeed. Therefore, I will encourage him/her by doing the following:

- ___ See that my child is punctual and attends school regularly.
- ___ Support the school discipline policy.
- ___ Establish a time for homework and review homework regularly.
- ___ Provide a quiet, well lit place for study.
- ___ Encourage my child's efforts and be available for questions.
- ___ Stay aware of what my child is learning.
- ___ Provide a library card for my child.
- ___ Read with my child and let my child see me read.

Signature: _____

Student Agreement

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

- Attend school regularly.
- Come to school each day with pens, pencils, paper and other necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Signature: _____

Teacher Agreement

It is important that students achieve. Therefore, I shall strive to do the following:

- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so they can help with the assignments.
- Encourage students and parents by providing information about student progress.
- Use special activities in the classroom to make learning enjoyable.

Signature: _____

Principal/School Agreement

I support this form of involvement. Therefore, I shall strive to do the following:

- Provide an environment that allows for positive communication between teachers, parents and students.
- Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards.
- Engage parents in parent-teacher conferences in which this compact will be discussed.
- Ensure that parents receive frequent reports on their child's progress.
- Ensure parental access to staff to support partnerships.
- Provide parents opportunities to volunteer and observe classroom activities.

Signature: _____

Distrito Escolar de Little Rock
Otter Creek Elementary
Compacto de Aprendizaje del Hogar/Escuela

Nombre de la Escuela _____

Nombre del Estudiante _____ Grado _____

Acuerdo de Padre/Tutor

Fecha: _____

(Cualquier padre que quisiera ayudarle a este estudiante puede firmar en lugar de los padres) Yo quiero que mi hijo/a sea exitoso. Por lo tanto yo lo apoyare al el/ella haciendo lo siguiente:

- Vere que mi hijo/a sea puntual y asistir a la escuela regularmente.
- Apoyare a la escuela en los esfuerzos para mantener la disciplina apropiada.
- Establecer un horario para tarea y revisarla regularmente.
- Apoyare los esfuerzos de mi hijo/a y estare disponible para preguntas.
- Estar al tanto de los que esta aprendiendo mi hijo/a.
- Leerle a mi hijo/a y dejarlos que me vean leer a mi.
- Asistir a las conferencias de padres y abeturas de la escuela.

Firma: _____

Acuerdo del Estudiante

Es importante que yo trabaje a mi mejor habilidad. Por lo tanto me esforzare en hacer lo siguiente:

- Asistir a la escuela regularmente.
- Venir a la escuela con plumas, lapices, papel y otras necesidades para aprender.
- Completar y regresar last areas asignadas.
- Observar horas de studio regulares.
- Ajustarme a las reglas de conducta.

Firma: _____

Acuerdo del Maestro/a

Es importante que los estudiantes sean exitosos. Por lo tanto me esforzare en hacer lo siguiente:

- Proveer tareas para los estudiantes.
- Proveer la ayuda necesaria para que los padres les puedan ayudar a sus hijos/as con lo asignado.
- Apoyar a los estudiantes y a sus padres, proveyendo informacion sobre el progreso del estudiante.
- Usar actividades en el salon para hacer el aprendizaje mas agradable.

Firma: _____

Acuerdo del Director

Yo apoyo esta forma de participacion de padres. Por lo tanto me esforzare en hacer lo siguiente:

- Proveer un ambiente que permitira comunicacion positive entre maestros, padres y estudiantes.
- Alentar a los maestros para que asignen tareas regularmente que refuercen la instruccion del salon.

Firma: _____

Otter Creek Elementary 2016-2017 PTA Members

President
LaToya Gray-Lamb
ocepta@yahoo.com

Vice-President
currently not filled

Secretary
LaDonna Oates

Membership
Chrystal Sanders-Edwards
crystal.sanders@lrsd.org

Treasurer
Felicia Hayes
felicia.hayes@lrsd.org

RIF (Reading is Fundamental)
Tammy Gridley

Staff Representative
Lauren Cahall
lauren.cahall@lrsd.org

Staff Representative
Ronald Chargois
ronald.chargois@lrsd.org

ViPS Coordinator
Tiffany Giles

Principal
Wendy Minor
wendy.minor@lrsd.org

Assistant Principal
Aleta Posey
aleta.posey@lrsd.org

PTA Membership fee is \$10. Please contact Chrystal Sanders-Edwards,
crystal.sanders@lrsd.org, for more information.

Otter Creek PTA email: ocepta@yahoo.com

Why We Need Volunteers

In every classroom, there is at least one child who could benefit from the extra attention of a volunteer working with him or her on reading, math or other subjects. Studies show that individual attention is beneficial to the academic and emotional well-being of children. Evaluations by teachers report that the children benefit from working with adults and show academic improvement. There are many ways for volunteers to bring their skills and expertise to the school. The time commitment can vary from a one-time experience to several visits during a semester to once a week in a classroom. Thank you for sharing your time with us.

Getting Started

Volunteers can sign up online through the ViPs (Volunteers in Public Schools) department at www.lrsd.org. The ViPs office will also assist in training volunteers as needed. You can also speak with any of the following members of our Parent Involvement Team:

Wendy Minor, Principal
Aleta Posey, Assistant Principal
Amal Harrison, Parent Facilitator
Brittany Beshears, Parent Facilitator
Jill Holman, Counselor
Felicia Hayes, Academic Intervention Specialist

Areas to Volunteer

Watch D.O.G.S
Tutor
Listen to children read
Flash card drills
Help in the library
Lead games at recess
Work in the teacher work room
Help plan a Parent Night
Join PTA
Be a mentor

Otter Creek Elementary Staff Roster

Office: 447-5800

Principal	Wendy Minor	447-5802
Asst. Principal	Aleta Posey	447-5890
Kindergarten	Donna Barton	447-5823
	Chrystal Sanders-Edwards	447-5836
	Kelly Vaughn	447-5813
1 st Grade	Sandra Courtois-Lawrence	447-5810
	Judith Faucett	447-5891
	Chardae Graham-Creggett	447-5822
	Lori Martin	447-5843
2 nd Grade	Tari Anderson	447-5850
	Casey Ellison	447-5815
	Doris Wesson	447-5838
3 rd Grade	Lisa Plischke	447-5817
	Melinda Henthorne	447-5824
	Sharonda Hughes	447-5852
	Harriett Newton	447-5892
4 th Grade	Tramekia Benton	447-5818
	Lauren Cahall	447-5827
	Melody Wyatt	447-5834
	Jennifer Johnson	447-5839
5 th Grade	Darrell Adams	447-5847
	Jessica Jackson	447-5863
	Irish Williams	447-5826
	Glennis Allen	447-5819
Specialists	Monica Tyler- PT	447-5853
	Teresa Barron-OT	447-5821
	Melissa Keirse- Nurse	447-5805
	Chelsea Jennings-Self contained teacher	447-5814
	Kaye McClain-PE	447-5812
	Debbie Flores-Media Specialist	447-5806
	Donna Corrothers-Reading Teacher	447-5853
	Margaret Wang-ETC	447-5829
	Brittany Beshears	447-5832
	Paula Lee-Resource	447-5830
	Jill Holman-Counselor	447-5804
	Amal Harrison-Speech therapist	447-5842
	Felicia Hayes-Academic Interventionist	447-5816

Parents & Family Members

Tell Us How You Think We Are Doing With Our Parent, Family, and Community Involvement Program!

We would like to ask for your help as we try to work effectively with the parents and family members of our students and with members of our school community to improve student achievement. Please complete this brief questionnaire to tell us how you think we are doing on the following topics—and be sure to share any ideas you may have on how we can do a better job!

When you are finished, please return this form to the school office. **Thank You!**

Criteria	Rating					Ideas for Improvement (Use back of page if necessary.)
	5 Excellent	4 Good	3 Average	2 Fair	1 Poor	
1. Our school makes parents and families feel like invited and welcome partners in their child's education and works to build productive, personal relationships with them.	Building relationships Rating: _____					
2. Our school encourages regular two-way communication between staff and parents about students' achievement using both written materials and face-to-face communication in parents' language.	Communicating Rating: _____					
3. Our school encourages, supports, and expects parents to be involved as partners in decisions affecting their child and to monitor and assist with school improvement.	Decision-making Rating: _____					
4. Our school makes sure that each student has a parent or other adult who understands that child's learning needs and can work to help make sure they are met.	Speaking up for children Rating: _____					
5. Our school provides resources and help for parents on volunteering at school and on supporting their child's learning—at home and at school.	Supporting learning Rating: _____					
6. Our school provides resources and help for families on developing positive parenting skills and home environments that encourage student achievement.	Building parenting skills Rating: _____					
7. Our school holds meetings, workshops, conferences and other parent and family events at times and places convenient for all.	Scheduling Rating: _____					
8. Our school works collaboratively with parents, community members, businesses and other agencies to improve school success and student achievement.	Collaborating Rating: _____					

9. **Please share your comments on improving our Parent, Family, and Community Involvement Program:**

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:

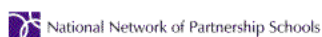
- Back-to-School Bash-August/2016. Contact person: Wendy Minor, 447-5802
- Open House-Thursday, September 1, 2016. Contact person: Wendy Minor, 447-5802.
- Grandparent's Day- Week of September 19, 2016 Contact person: PTA
- Parent Conference Days- October 13 & 14, 2016 and February 20 & 21, 2016
- Title 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.



Keys to Successful Partnerships: Six Types of Involvement

An infographic on a red background showing six types of involvement, each represented by a yellow key icon with a blue and white circular pattern. The keys are labeled Type 1 through Type 6. To the right of each key is a bold title and a descriptive sentence.

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