

Western Hills Elementary

2016-2017 Parent Information Packet

1. Parent Involvement Plan
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**Little Rock School District
Western Hills Elementary School
Parent Involvement Plan 2016-17**

School Mission: The Western Hills' community will provide a nurturing environment committed to maintaining high expectations for all students. Staff members and parents will work together to promote academic, social, emotional, technological and physical success. Our goal is to foster a social, moral, and ethical awareness in our students leading them to become responsible, productive citizens and leaders in our society.

Principal: Mrs. Teresa Richardson

Parent Facilitator(s): Miss Zora Madison

Parent Liaison: Brandi Davison, PTA President

District: Little Rock School District

School Improvement Status: Focus **Grade Levels:** Pre K-5th

Are you Title I Schoolwide? Yes

Percent of free and reduced lunch: 87%

Parent Involvement Committee Members

- | | |
|-----------------------------|---------------------------|
| 1. <u>Teresa Richardson</u> | <u>Principal</u> |
| 2. <u>Zora Madison</u> | <u>Parent Facilitator</u> |
| 3. <u>Brandi Davison</u> | <u>Parent</u> |
| 4. <u>Jennifer Kaufmann</u> | <u>Parent</u> |
| 5. <u>La'Gena Shelton</u> | <u>Parent</u> |
| 6. <u>Yanita Perkins</u> | <u>Parent</u> |
| 7. <u>Rosie Clark</u> | <u>Teacher</u> |
| 8. <u>Scott Morgan</u> | <u>Community Member</u> |

1. Western Hills will communicate with parents in the following ways to increase parent involvement and to support classroom instruction by doing the following activities:

- Teachers will send home a communication folder daily to inform parents of student progress through class work. Parents will sign the folder and send it back to school the next day.
- Teachers will communicate with parents through weekly or monthly newsletters that explain learning goals and activities that are going on in the classroom.
- The school will send home Ed-line information so parents will be able to access grades.
- Parents may communicate with school staff through email or telephone.
- The Media Specialist will send home a monthly school newsletter highlighting school events (testing dates, educational field trips, awards assemblies, etc.).
- The school will set up a School Success Web link with newsletters that give tips on parenting and school success.
- The Principal will provide a report to WHPTA Board (monthly) and at WHPTA General Meeting (quarterly) will include classroom instruction information.
- The principal will update the community the school serves with a “Principal’s Report” at each quarterly Westwood Neighborhood Association meeting.

2. Western Hills Elementary staff will plan the following meetings to increase parent involvement, build staff and parent capacity:

- Teachers and specialists will hold two (2) state mandated parent conferences a year, one per semester, with each parent of every student. The Little Rock School District has designated October 13/14 and February 17/20 as Parent Conference Days. Schools will not be in session on October 14 and February 20 in order to allow parents and teachers to meet. Parents will receive scores, student work and a summary of interventions being used to assist the child in reaching his/her achievement goals (AIPs and IRIs).
- School staff will organize a Math/Literacy night (TBA). Parents will be provided information on how to enhance their child’s learning of math and Literacy skills. Packets will be given out to encourage family play at home in the areas of Math and Literacy. Parent Facilitator (Zora Madison) will facilitate the event (447-6929).
- School staff will organize a Test Preparing Night (TBA). Parents will be provided information on how to enhance their child’s performance on the new ACT Aspire test. Packets will be given out to help prepare students for ACT Aspire. Zora Madison, will facilitate the event (447-6929).
- Western Hills Staff will encourage parents to participate in different roles and activities to increase their involvement and support of all student learning:
 - ◆ Dogs for Dads and Dudes November 20–(Brandi Smith/Davison 447-6900)
 - ◆ Grandparents’ Day – September 9 (Kristy Taylor 447-6906)
 - ◆ Bahama Mama – May 5 (Brandi Smith/Davison 447-6900)
 - ◆ Open House – September 1 (Teresa Richardson) 447-6900)
 - ◆ General PTA Meetings – September, December, February and May (Brandi Smith/Davison 447-6900)
 - ◆ Field Trip volunteers – Throughout year (Teresa Richardson 447-6900)
 - ◆ Math /Literacy Night TBA– (447-6900)
 - ◆ PTA Executive Board – First Monday of Month (Brandi Smith/Davison 447-6900)

3. WH will provide information to parents about volunteer opportunities in the following ways:

- ViPs forms will be available during Open House. (Mary Hicks 447-6900)
- Weekly and monthly information on LRSD workshops will be provided. (Zora Madison 447-6929)
- At a variety of parent meetings (listed information packet) the school will provide instruction on how to incorporate developmentally appropriate learning activities in the home. (Classroom teachers 447-6900)
- ViPs will conduct training meetings (September) for all volunteers. (447-6900)

4. Staff, parents and students have developed a “School-Parent Compact”. This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. The administrator on August 31 and classroom teachers will sign the Compact on September 1. Parents and students will sign and return them to school. Classroom teachers will be responsible to discuss and distribute compact. These compacts will be on file in the classroom for further reference throughout the school year. A sample compact will be included in the “Welcome Back” packet at registration.

5. WH 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 in the following ways:

- Campus Leadership Team. (Teresa Richardson 447-6900)
- Committees (Literacy, Math, Wellness). (447-6935)
- Parent Involvement Committee (Zora Madison 447-6929)
- Alumni is encouraged to participate in school activities which include enrichment and volunteering opportunities (Sandy Douglass 447-6900)
- Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs. (447-6900)

6. Western Hills staff will provide many resources for parents in the following ways (most of the materials will be accessible in English and Spanish):

- Welcome informative packets will be provided to all families at registration. It will include: supply list, school and district calendar, uniform policy, Parent Involvement plan, and PTA membership and expenditure information. (Zora Madison 447-6929 or 447-6900)
- Parent Center will be available throughout the school day when parents or visitors come in the school. The center will be well stocked with pamphlets and literature to access parents in helping their children. (Zora Madison 447-6929)
- Library will have a parent section so parents will be able to check out books. (Kristy Taylor 447-6906)
- Parents will have access to computers in the library and computer lab during regular school hours to help with research or access their Ed-line accounts. Parents will be asked to review and sign the Acceptable Use Policy before using school computers. (Cynthia Buehling 447-6926 or Kristy Taylor 447-6906)

7. WH will engage parents in the evaluation of our parental involvement efforts by:
 - Distributing School Climate Surveys (LRSD). (Kaye Rainey)
 - Providing informal surveys and questionnaires throughout the school year. (Teresa Richardson 447-6902 or Zora Madison 447-6935)

8. WH will use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year. The Action Team for Partnership under the direction of Title Facilitator Zora Madison (447-6929) will review these surveys quarterly. Information will be collected in the following ways:
 - PTA will evaluate committee signup sheets each October to determine if committee is needed and will be effective. (Brandi Smith/Davison 447-6900)
 - Western Hills' staff will evaluate the activities that were held in conjunction with Parental Involvement in June to determine their effectiveness and participation. (Zora Madison 447-6929)

9. WH annual Title I meeting will be held in September 1, 2016 and another Title I meeting is planned for April 2017.

The National Network of Partnership Schools (NNPS)

1. 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. Western Hills Elementary collaborates and supports the LRSD Central/East 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.

Western Hills Learning Compact



Student: _____ Grade _____ Date _____

Parent/Guardian Agreement

Signature _____

I want my child to achieve; therefore, I will strive to do the following:

- Ensure that my child receives the proper amount of nutrition and sleep daily.
- See that my child is punctual and attends school regularly and ready to learn.
- Support the school in its efforts to maintain proper discipline.
- Establish a time for homework and review it daily.
- Provide a quiet well lighted place for study.
- Encourage my child's efforts and be available for questions.
- Stay aware of what my child is learning.
- Provide books, reading materials, and a library card.
- Read with my child and let them see me read.
- Attend school functions and parent conferences.
- Check Edline weekly
- Monitor TV, Internet, and video game usage
- Check student's folders daily
- Read with child 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Ask my child questions about books they're reading
- Visit local library on a regular basis and bring materials home
- Attend Family Math and Literacy Nights
- Stay in touch with my child's teacher about progress
- Encourage my child to read for pleasure and to learn

Student Agreement

Signature _____

It is important I work to the best of my ability; therefore, I will strive to do the following:

- Attend school regularly.
- Come to school each day with necessary school supplies.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to class, school, and district rules for conduct.
- Have a positive attitude and do my best every day.
- Ask parents to read to me 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Read to parents 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Pay attention to my teachers
- Check my Edline weekly
- Recognize and accept the positive and negative outcomes of my behavior
- Demonstrate good citizenship in my classroom
- Listen attentively to my teachers
- Keep my parents informed about what I am learning and doing at school
- Plan study time to avoid other conflicts
- Keep assignment notebook (3rd-5th) to record assignments, due dates, work completed

Teacher Agreement

Signature_____

It is important that students achieve, therefore, I will strive to do the:

- Be positive in my comments, my encouragement, and presence at all times.
- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with assignments.
- Encourage students and parents by providing information about student progress.
- Use special activities in the class to make learning engaging.
- Will post grades in Edline weekly
- Conduct small groups daily
- Read aloud to students each day
- Provide take-home reading materials for students
- Keep families informed of student's reading progress and ways to support learning at home
- Provide homework that supports topics learned at school
- Assist parents with Myon, Reflex Math, Gaggle, Think Central, First in Math
- Will teach bell to bell
- Will make learning fun
- Participate in professional development
- Require students to read daily
- Encourage class discussions about reading, and math
- Teach students methods for reading for purpose of mastering the materials

Principal AgreementSignature *Teresa Richardson*

I support this form for all stakeholders; therefore, I will strive to do the following:

- Be the instructional leader in the building.
- Ensure a high-quality curriculum and instruction that meets the State's student academic achievement standards.
- Provide high expectations for all children, staff members, and parents.
- Provide an environment that allows for positive communication.
- Ensure that parents are informed of concerns regarding their child's education.

Parents, here are helpful websites our students can use to assist with learning. Students have access (Passwords) to one or more sites.

Myon.com

Gaggle.net

Thinkcentral.com

Spellingcity.com

Relexmath.com

Firstinmath.com

Painting a Bright Future for All Students

1. Attendance is a key factor to helping children to succeed in school. School starts at 7:45 and ends at 2:35
2. Parents are encouraged to provide a special place for homework that has little or no distractions.
3. Communication is very important in any relationship; so make sure you check your Ed-line account weekly and your child's folder daily. You are also encouraged to email or call teachers (names and numbers are listed below).
4. Parents are encouraged to have high academic and behavior expectations for their child.
5. Parents and grandparents are encouraged to volunteer for field trips, helping struggling students, helping in the classroom, playground and lunchroom. Please make sure you fill out a VIPs form (you can get this from Ms. Hicks). This form helps us keep track of our volunteer hours.
6. Western Hills elementary used LRSD approved Reading, Math, Science and Social Studies programs: Harcourt

Kindergarten

Crayons (16 pack) (4 boxes sent on the first day of school should last entire year)

Pencils-2 pack of 10

Bank Bag or Large Pencil Bag*-**No Pencil boxes**

2 Glue stick pack of 4-6

2 pink erasers

FISKER scissors (blunt)

1 Primary Journal K-2 by Mead Early Creative story tablet

1 24oz box of Crayola Crayons (**ART**)

Optional Supplies

2-Boxes of Kleenex

Optional Supplies-Boys

Antibacterial Wipes-Clorox wipes

Pack of brown or white lunch sacks

Optional Supplies-Girls

Antibacterial Wipes-Clorox wipes

Ziploc bags-1 box

***Please write your child's name on all items.**

***Please send a change of uniform clothes, sock and underwear (place in Ziploc gallon size bag with your child's name on it).**

First Grade

6 B Tablets from Knowledge Tree

4 boxes of 16 count crayons ONLY (no larger)

4 12 pack of no. 2 pencils

2 large erasers (no cap erasers)

1 bottle of glue (no glue sticks)

1 pair of scissors

1 Primary Journal K-2 by Mead Early Creative story tablet (blank on top and lines on bottom)

2 black and white marble composition journals (wide ruled)

4 blue pocket folders (no prongs)

4 boxes of Kleenex

1 24oz box of Crayola Crayons (**ART**)

GIRLS- large hand sanitizer

BOYS- antibacterial wipes

+NO PENCIL BOXES OR POUCHES

+PLEASE WRITE NAME ON ALL ITEMS

Second Grade

3 glue sticks (No bottles)

2 large erasers (No cap erasers, please)

1 pair of round tip scissors, labeled, no plastic blades

16 count regular crayons

1 regular sized school box

3 boxes of Kleenex

2 wide-ruled composition book (not a spiral notebook)

1 package of 100 sheets, wide-ruled loose notebook paper

1 roll of masking tape any width (**ART**)

2 folders with 3 w/prongs and 2 w/pockets (red, green, blue, or yellow: No plastic or designs)

2 packages #2 pencils (yellow, No recycled/mechanical pencils-these do not need to be labeled, we share them as whole classes)

Boys-1 box of sandwich sized Ziploc bags

1 small container of Clorox wipes

Girls-1 box of Quart sized Ziploc bags

1 small container of Clorox wipes

Third Grade

3 packages of wide rule paper (200 ct)

1 pack of highlighters
3 packs of No. 2 pencils
1 pack of crayons
1 pack of washable markers
4 Composition notebooks
2 boxes of Kleenex
1 bottle of glue
1 pair of scissors/ 1 pencil box
2G Flash drive*
1 two pocket folder
1 bottle of hand sanitizer or anti-bacterial soap
Daily agenda* (purchased here at the school)
1 pink eraser
2 glue sticks (ART)

Fourth Grade

2 pocket folders with prongs
2 composition books
2 packs of filler paper
Crayola Crayons
Pencils
1 Glue stick
2 Glue Sticks for (ART)
Pencil pouch*

Daily Agenda*
2 boxes of Kleenex
Antibacterial Clorox Wipes
2G Flash Drive*

Fifth Grade

30 # 2 pencils
1 pair scissors
1 box washable markers
4 composition notebooks
6 glue sticks
1 pkg. **WIDE** rule loose-leaf paper (200 sheets)
1 large backpack-no wheels
1 large pink eraser
Black, Blue & Red NO click pens
1 box of Colored Pencils

2 Fine Tip Black Sharpie Markers (ART)
Daily Agenda*
2G Flash Drive*
4 boxes Kleenex

***Pencil pouches, flash drives & daily agendas will be on sale during check-in on August 3-4**

Western Hills Elementary Calendar of Events 2016-2017

Dates and times subject to change. Please check your child's folders daily for updates.

August 2016

15-Dads take your child to school
24-Boy Scouts Rally
25-Boy Scouts Meeting
25-Leadership Meeting

September 2016

1-Title 1 Meeting 6:00 p.m.
1-PTA/Open House 6:30 p.m.
12-PTA Board Meeting
9-Grandparents' Day
30-Rotary Club-3rd Grade

October 2016

3-PTA Board Meeting
6-Leadership Meeting
13-Parent Conferences
14-Parent Conferences
16-National School Lunch Week starts
20-Leadership Meeting
24-28-Red Ribbon Week
28-PTA's Fall Carnival 6:00-8:00 p.m.
30-Daylight Savings Ends
31-Report Cards

November 2016

1-Elections Day
7-PTA Board Meeting
10-Literacy and Math Night
14-Anti-Bulling Week
15-Vips Readers
18-Dogs for Dads

December 2016

1-Leadership
5-PTA Board Meeting
5-9-Open Enrollment
15-PTA Musical
16-Spelling Bee- 8:30 a.m.
16-Parties

January 2017

3-Second Semester starts
9-PTA Board Meeting
12-Leadership Meeting
17-Peace Week
26-Leadership

February 2017

7-PTA Board Meeting
9-Leadership Meeting
13-Career Week
14-Valentine Parties
16-Skating Party
17-Parent Conferences
20-Parent Conference-after school
23-Leadership Meeting
23-PTA Black History Program
28-Start of Dr. Seuss Week

March 2017

4-Little Rocker's Marathon
6-PTA Meeting
9-Leaderships
12-Daylights Savings Begins
15-Artistry in the Rock
17-St. Patrick's Day-Wear Green
20-Spring Break Starts
30-Leadership Meeting

April 2017

3-PTA Board Meeting
6-Leadership Meeting
10-Report Cards
20-Leadership
28-Earth Day Activities

May 2017

1-Starts Staff Appreciation Week
1-PTA Board Meeting
3-MAP Night
5-Bahama Mama
12-Field Day
24-Awards Celebration K-4th
25-Graduation PK & 5th
26-Last Day of School



2016 - 2017 Western Hills Elementary School Phone List

MAIN OFFICE			
Principal	Teresa Richardson	Office	7-6900
Secretary/Bookkeeper	Lisa Wells	Office	7-6903
Nurse	Nancy Lowery	Health Room	7-6905
CLASSROOM TEACHERS			
PRE-K 3	Krista Humphrey	4	7-6949
PRE-K 4	Vicki Webb	6	7-6937
Kindergarten	Zora Madison	1	7-6929
1 st grade	Rose Clark	24	7-6930
	Heather Blockett	25	7-6934
2 nd grade	Sharon Brashears	15	7-6947
	Deborah Martinez	16	7-6920
3 rd grade	Leota Holcomb	18	7-6932
	Sharon Warren	17	7-6936
4 th grade	Sita Montgomery	8	7-6931
5 th grade	Kathy Wirzfeld	9	7-6925
Self Contained Class	Leonard Leach	10	7-6916
SPECIALISTS			
Counselor	Andrea Brooks	22	7-6904
Music	Cindy Buehling	19	7-6911
Resource	Jennifer Carlin	13	7-6918
School Improvement	Scottie Glasgow	3	7-6927
District Examiner	Lori Graves	3	7-6927
Literacy Facilitator	Cathy Coleman	3	7-6927
Speech	Stacey Cox	29	7-6942
Life Strategies	Lisa Brown	20	7-6945
PE	Chancellor Watson	2	7-6928
Life Strategies	Montoya Key	28	7-6922
Art	Sara Burns	5	7-6933
Media Specialist	Kristy Taylor	26	7-6906
Math Coach	Kim Romaine	27	7-6935
ETC/GT	Maple West	14	7-6919
Reading Recovery	Amanda Swift	12	7-6946
OT		8	7-6921
Cafeteria	Vadea Goner	Kitchen	7-6907
Computer lab	Swayzine Horton	11	7-6926
Custodian	John Gray		7-6908
Instr. Aide	Sandy Douglass		7-6909
Instr. Aide	Mary Hicks		7-6924
Pre-K Aide	LaFeather Crockett	6	7-6937
Pre-K Aide	Montoya Jones	4	7-6949
Self Contained Aide(s)	Paul Holder /Shantelle Bass	10	7-6916
Lounge	7-6939	Conference Room	7-6938

Scan and take our Parent Survey!

Thanks,

Zymadison, Parent Facilitator



Parent Facilitator 2016-17

Zora Madison-Kindergarten teacher

Room 1

447-6929

Zora.madison@lrsd.org

Feel free to call or email me if you have questions or need information to help you or your child.

Western Hills Elementary PTA

Action Team

Brandi Davison-Smith-PTA President

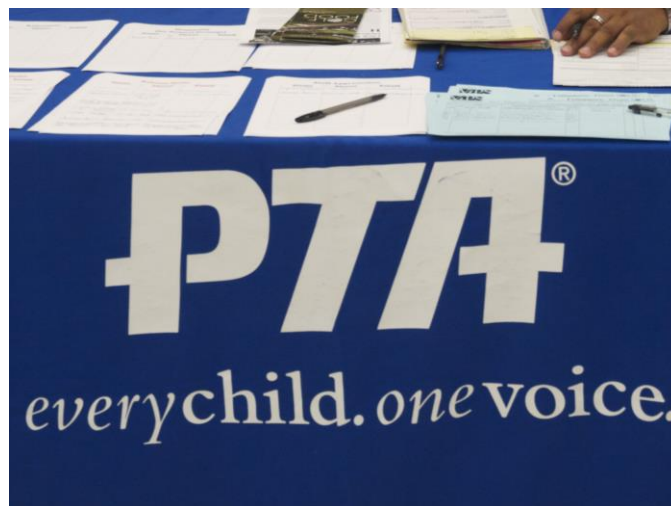
Jennifer Kaufmann/-Fundraiser

La'Gena Shelton-Treasurer

Scott Morgan-parliamentary

Yanita Perkins-Membership

Rosie Clark-Teacher Rep.



Keys to Successful Partnerships: Six Types of Involvement



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.

Epstein,
et. al. 2002. *School, Family, and Community Partnerships: Your Handbook for Action, Second Edition*. Thousand Oaks, CA: Corwin Press,