

McDermott Elementary School 2013-2014 Parent Involvement Plan



McDermott Mission Statement

At McDermott, educating children is our #1 priority. As a staff, we are dedicated to providing the academic, emotional, social, and technological tools that our students need to be successful in achieving their dreams. We are committed to providing a nurturing and engaging environment that instills confidence, demands responsibility, and models standards of excellence. As a staff, we will work together with parents and our community to do whatever it takes for our students to become life-long learners, pursue opportunities, and to become contributing members of society.

McDermott is currently in the achieving status of school improvement. We are a school-wide Title 1 school for grades PreK-5th. Eighty-six percent (86%) of our students are on free and reduced lunch.

Parent Involvement Committee Members:

Scott Morgan, Principal
Gwendolyn Jones, PTA President
Lynette Murphy, Physical Therapist
Sadie Henry/Para Pro
Madie Alexander/Para Pro
James Scott/Parent
Radine Hollinshed/Parent
Millie Jones/Pauletta Lyles/Parent Facilitators

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McDermott Elementary School will communicate with parents in the following ways to increase parental involvement and to support classroom instruction:

- The parent facilitator will distribute parental involvement surveys to all parents; information gathered will be used to develop parental involvement goals and objectives for the school year. (October 1, 2013 Pauletta Lyles-501-447-5560/Millie Jones-501-447-5558 Parent Facilitators)
(October 1, 2013 Scott Morgan, Lynette Murphy, Sadie Henry, & Millie Jones)
- The Parent Teacher Association will distribute volunteer information to all parents; information gathered will be used to develop goals and objectives for the Parent Teacher Association. (Gwendolyn Jones, PTA President 501-258-9112)
- The staff, principal, and Parent Teacher Association will distribute monthly newsletters, fliers, bulletins, and informational letters to all parents. An informational bulletin board and parent link will also be maintained for parents to view. Information included will consist of school policies and procedures, staff telephone numbers, school news, district news, a calendar of monthly activities, parenting tips, community news, and nutritional health information. (Jennifer Grider, Media Specialist 501-447-5506)
- The school website and Edline which include pertinent school information and individual student information will be available for parents to view. Parents can access Edline by using an individual pin number. Edline contains individual grades, homework assignments, classroom assignments, and parents may use Edline to communicate with their child's teacher. (Jennifer Grider, Media Specialist 501-447-5506)
- The teachers will provide weekly or biweekly homework folders, interim reports every fourth week, if needed, in a nine weeks period and report cards every nine weeks to parents which explain individual student academic and behavioral progress. Homework folders, report cards, and interim reports require parental signatures. Also, parents are encouraged to include any comments or questions. (If you have questions, comments, or concerns, please contact your child's teacher.)
- The teachers are required to have two parent/teacher conferences per school year to discuss academic and behavioral progress of individual students. (October 21, 2013 7:45 am-3:p.m. and February 17, 2014 7:45 a.m. – 3: p.m.)
- The principal, teachers, and other staff members will utilize student agendas, e-mail, individual conferences as needed, and telephone calls to communicate individual student academic and behavioral progress to parents.
- The staff, principal, and Parent Teacher Association will provide opportunities to parents to participate in various parental workshops during the school year. (Pauletta Lyles 501-447-5560/Millie Jones-501-447-5558 Parent Facilitators)
- The principal will provide an informational letter to parents explaining McDermott's academic level as it relates to School Improvement status and Schoolwide Title I Plan. (Scott Morgan, Principal 501-447-5502)

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McDermott Elementary School will plan the following meetings to increase parental involvement and to build staff and parent capacity which include:

- Parent meetings and workshops will be offered to all parents relating to improvement in their child's academic and behavioral status, statewide assessment system, standards, and other accountability measures, as needed, with flexible days and times in order to give all parents an opportunity to participate.
ACSIP Meeting August 15, 2013 8:00 a.m. – 11:30 a.m.
(Open House September 5, 2013 6:00 p.m. – 7:30 p.m.)
(PTA Meeting September 10, 2013 5:30 p.m. – 6:30 p.m.)
(Literary & Math Parent Meeting November 7, 2013 5:30 p.m. – 6:30 p.m.)
(ACTAAP/Benchmark Parent Meeting March 6, 2014 5:30 p.m. – 6:30 p.m.)
- The principal will provide information to parents regarding the school's academic status, Title I status, and general information while encouraging parental participation in school and workshop meetings.
- The teachers will hold two parent/teacher conferences per school year for individual students to explain and engage parents in a discussion concerning academic and behavioral progress, interventions, test scores, and suggestions of how the parent can help their child at home. Statements regarding how the parent plans to help their child will be completed on the parent/teacher conference form. (October 21, 2013 and February 17, 2014 (7:45 a.m. – 3:00 p.m.)
- The principal, staff, and Parent Teacher Association will encourage parents to participate in the following types of roles and activities to increase involvement and to support student learning: **Contact the following staff regarding the activities listed below:**
Venita Hall, Counselor 501-447-5504) (Pauletta Lyles, 501-447-5560) and Millie Jones, 501-447-5558) Parent Facilitators
 - McDermott Make-It Days
scheduled as needed by the PTA
 - VIPs Reading Buddies
Monday –Friday 7:45 am – 2:35 pm
 - ACIP Meeting
August 15, 2013 8:00 am – 11:30 am
 - Back to School Bash
August 16, 2013 6:00 p.m. – 7:00 p.m.
 - McDermott Elementary Open House
September 5, 2013 6:00 pm 8:00pm
 - Grandparent's Day Luncheon
October 17, 2013 10:30 a.m. – 1:00 pm.
 - Spruce Up Day
September 14, 2013 8:00 a.m. – 12:30 p.m.
 - WATCH DOGS Meeting
October 4, 2013 5:30 p.m. – 6:30 p.m.
 - Dogs for Dads Day
October 11, 2013 10:30 – 1:00 pm
 - Parent Teacher Association Meeting
October 8, 2013 5:45 pm – 6:45
Parent Teacher Conferences

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- October 21, 2013 - 7:45 am – 3:00 pm
- Red Ribbon Week
October 23-31, 2013
- Quarterly Awards Assembly
October 23, 2013 1:15 p.m. – 2:15 p.m.
- Fall Festival & Literacy – Math Night
October 25, 2013 6:00 p.m. – 8:00 p.m.
- Parent Teacher Association Meeting & Holiday Pot Luck
December 13, 2013 5:45 p.m. – 6:45 p.m.
- Holiday Dinner & Program: Redeemer
Community Church
December 17, 2013 6:30 p.m. – 7:30 p.m.
- Holiday Party
December 20, 2013 1:15 p.m. – 2:15 p.m.
- Valentine’s Day Party
February 13, 2014 1:15 pm – 2:15 pm
- ACAAP/Benchmark Parent Meeting
March 6, 2014 5:45 p.m. – 6:45 p.m.
- ACTAAP Camp
March 20, 2014 11:30 a.m. – 1:15 p.m.
- Field Day
May 16, 2014 9:00 a.m. – 2:15 p.m.
- Graduation Assembly
May 29, 2014 9:00 a.m. – 10:00 a.m.

Contact Pauletta Lyles 501-447-5560, or Millie Jones,501-447-5558) Facilitators

- The Parent Teacher Association will distribute volunteer information to all parents; information gathered will be used to develop goals and objectives for the Parent Teacher Association.
- The staff and Parent Teacher Association will recruit volunteers, mentors, and tutors to support instruction in the classroom through programs such as VIPs Reading Buddies, Encouragers, Intersection, Mount St. Mary’s tutors, and WATCH D.O.G.S. (Venita Hall, Parent Facilitator 501-447-5504)
- The staff will work with middle schools to provide a smoother transition from elementary to middle school by providing students and parent’s information as needed. (Venita Hall, Parent Facilitator 501-447-5504)
- The staff and Parent Teacher Association will work together to provide instruction to parents regarding incorporating developmentally appropriate learning activities in the home environment including without limitation: role play demonstrations by a trained volunteer, accessing and using 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.(Open House September 5, 2013 6:00 p.m. – 7:30 p.m.) (PTA Meeting October 11, 2013 5:45 p.m. – 6:45 p.m.)(PTA Meeting & Holiday Pot Luck(December 13, 2013 5:45 p.m. – 6:45 p.m.) (Literary & Math Parent Meeting November 7, 2013 5:30 p.m. – 6:30 p.m.) (ACTAAP/Benchmark Parent Meeting March

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7, 2014 5:30 p.m. – 6:30 p.m.)

- The parent facilitator or approved presenter, as required, will provide no fewer than two hours of professional development every five years for teachers, designed to enhance the understanding of effective parental involvement strategies. No fewer than three hours of professional development for administrators designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation as required by the State Board of Education.

- The staff, parents, and students will develop a school-parent-student compact. This compact will detail information concerning how all participants will share in the responsibility for improving student academic achievement through a partnership striving to help students achieve the state's high academic standards. All stakeholders will sign the compact. (Scott Morgan, Principal, 501-447-5502), Teachers, and Parents, September 6, 2013 and throughout the year for all new students)

- The staff will involve parents and community members in meeting and workshops concerning school improvement goals and objectives. The principal will provide both staff and parents with the information needed to help them become effective contributing members of the committee. (Scott Morgan, Principal 501-447-5502)
(ASCIP Meeting (August 15, 8:00 a.m. – 11:30 a.m.) October 7, 2013 (3:00-4:00)
(Open House September 5, 2013 6:00 p.m. – 7:30 p.m.)
- The staff will recruit parents to serve on a curricular, instructional review committee, an allocation of Title I, Part A funds for parental involvement committee, and an evaluation of expenses of Title I, Part A funds committee. (Venita Hall, Counselor 501-447-5504)
(Scott Morgan, Principal 501-447-5502) (Pauletta Lyles, Facilitator 501-447-5560)
- The staff will ask for input on improving the school improvement status from alumni advisory members, as needed. (Pauletta Lyles, Parent Facilitator 501-447-5560)
- The Parent Teacher Association will foster parental and community involvement within the school. (Gwendolyn Jones – PTA President) 501-258-9112

- The parent facilitators and staff will inform parents about the Parent Center where they can check out parenting materials, access parenting websites, access edline, and access McDermott's website. (Pauletta Lyles, 501-447-5560) (Millie Jones, 501-447-5558)
- The parent facilitator will distribute informational packets each year that include a copy of the school's parental involvement plan, a 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...). (September 5, 2013) 501 (Pauletta Lyles, Facilitator 501-447-5560)

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- The staff will 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 or keep the materials for review. (Pauletta Lyles, 501-447-5560) (Millie Jones, 501-447-5558) Parent Facilitators
- The handbook will include the school's process for resolving parental concerns including how to define a problem, whom to approach first, and how to develop solutions.
- The McDermott principal will designate two certified staff members who are willing to serve as parent facilitators, (Pauletta Lyles, 501-447-5560 & Millie Jones, 501-447-5558)

- The parent facilitators will provide parents, teachers, and school staff the opportunity to complete an annual evaluation using a comprehensive needs assessment; information obtained will be used to determine the effectiveness of the parental involvement program and if changes are warranted. The evaluation, the survey, will also collect specific information on the (1) growth in the number 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. (May 19, 2014 Pauletta Lyles, 501-447-5560 & Millie Jones, 501-447-5558) Parent Facilitators

- The staff 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. (May 2014, Pauletta Lyles, 501-447-5560)

- The staff will conduct an annual Title I Meeting for parents of the students who participate in the Title I, Part A Program during May 2014. It will be held separately to ensure that ample time is provided for a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet. (Millie Jones, Parent Facilitator 501-447-5558)
- The staff will provide documentation of the Title I, Part A school annual meeting by providing sign-in sheets, an agenda, and minutes for this meeting. (Pauletta Lyles, Parent Facilitator 501-447-5560) *The LRSD District Parent Specialist, or the VIPS Volunteer Coordinator and/or the School Parent Facilitator will provide Volunteer Train-of-Trainers workshops during the 1st and/or 2nd semesters of each school year. The training will train volunteers who assist in instructional programs for parents. Contact Kaye Rainey, District Parent Specialist at 501-447-3358 or email kaye.rainey@lrzd.org for more information.*