

**Little Rock School District
Booker Arts Magnet School
Parent Information Packet
2015-2016**

Introduction

Booker Arts Magnet School is dedicated to the education of our students. We believe that our success is contributed to the partnership we have with our parents. We will continue to work closely with our parents to provide our students with the best educational experience possible.

Parent Involvement Committee Members

Dr. Cheryl Carson – Principal	Nikita Milton – Parent
Emily Hester – Parent Facilitator	Christin Ervin – Parent
Yolanda Richards – Parent/PTA President	Micaela Battles – Parent/Teacher
Suzanne Carter – Parent	Amy Hallum – Parent/Teacher
Cinthia Mata – Parent	Lauren Malm – Teacher

Booker Arts Magnet School Information

Booker Arts Magnet School is an arts magnet focusing on art infusion into education. Booker serves 494 students in grades Kindergarten through Fifth Grade. **75% of our students are on free and reduced lunch. Booker Arts Magnet is a Title I school. Booker's AMO for 2015-2016 school year is "needs improvement".**

1. Booker Arts Magnet will communicate with parents in the following ways to increase parent involvement and to support classroom instruction:

- The school will distribute a monthly newsletter to parents which will include school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. Contact: **Judy Murray, secretary #447-3803**
- Agenda books will be assigned to every student for daily contact with parents. Contact: **Judy Murray, secretary #447-3803**
- Communicate on a consistent basis with parents through the use of the Blackboard (formerly Parentlink) service. Contact: **Steven Young, secretary, #447-3874** or www.lrsd.org, click on Parents and Students
- Student/Parent handbooks will be distributed to all families to reference school numbers, activities, rules, community partnerships. Contact: **Dr. Cheryl Carson, #447-3802**
- Booker Arts Magnet Website/District Website – go to www.lrsd.org, click on schools, click on Booker
- Report Cards are available online at the end of each nine weeks. Parents may request a paper report card. Contact: **Dr. Cheryl Carson #447-3802**
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. Contact: **your child's classroom teacher #447-3800**
- Booker Arts Magnet staff is available and ready to assist parents and students! All needs should be directed to the student's classroom teacher through student agenda books, emails, and phone calls. (See the Booker Arts Magnet Handbook for names and phone numbers.) The classroom teacher will contact the appropriate staff member such as the school counselor, nurse, and/or principal that can best meet the specific need. The principal, Dr. Cheryl Carson, will address needs if necessary upon the notification of the classroom teacher and/or other staff members involved. Booker has an open door policy, however, appointments are appreciated. Please contact Mrs. Judy Murray at 447-3803 for appointments.

2. Booker Arts Magnet will plan and implement the following meetings to increase parent involvement and build staff and parent capacity at Booker Arts Magnet:

- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given 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 asked to engage in discussion of how they can

support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2015-2016 Parent/Teacher Conferences: 10/19/2015 from 7:50am--3:05pm and 2/15/2016 from 7:50-3:05.

- Host a Family Math and Literacy Night from 5:30-7:00 p.m. in the gym and library
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

- ✓ **Pete the Cat's Back to School Bash for First Grade** – August 28, 2015 from 9:10-10:40 a.m. Contact: Emily Hester #447-3806
- ✓ **Open House** – September 3, 2015 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
- ✓ **Title I Meeting** – September 3, 2015 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
- ✓ **Grandparent's Day** – September 22, 2015 from 10:45 a.m.-1:00 p.m. Contact: Yolanda Richards #412-6506
- ✓ **Flu Clinic & Health Fair** – October, 5, 2015 9:00-11:30 a.m. Contact: Nurse Scott #447-3805
- ✓ **Hispanic Heritage Fourth Grade Event** – October 15, 2015 Contact: Emily Hester #447-3806/Lauren Malm #447-3847
- ✓ **Red Ribbon Week** – October 23-31, 2015 Contact: Tammy Ringler, counselor #447-3833
- ✓ **PTA Fall Festival** – October 23, 2015 5:30-8:00 p.m. Contact: Micaela Battles micaela.battles@lrsd.org
- ✓ **Family Science Fair Night** – TBA 5:30 pm. appropriate instruction on Science Fair procedures. Contact: Emily Hester #447-3806
- ✓ **VIPS Reading Day** – November 17, 2015 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806 (Training of the VIPS Volunteers Contact: Debbie Milam, Director #447-4452 / Tammy Blaylock, Volunteer Coordinator #447-4455)
- ✓ **Family Math and Literacy Night** – TBA from 5:30-7:00 p.m. Contact: Emily Hester #447-3806, Ruth Keogh #447-3849 & Tina Brown #447-3821
- ✓ **Fall Scholastic Book Fair** – November 13-20, 2015 Contact: Emily Hester #447-3806
- ✓ **Donuts for Dads** – November 13, 2015 from 7:15 a.m. – 8:00 a.m. Contact: Emily Hester #447-3806
- ✓ **Thanksgiving Lunch with Dad** – November 19, 2015 10:45 a.m. – 1:00 p.m. Contact: Yolanda Richards #412-6506
- ✓ **Holiday Drama Performance** – December TBA Contact: DJ Ramsey/Mariah Reescano #447-3860
- ✓ **Kindergarten Polar Express Event** – December TBA Contact: Emily Hester #447-3806
- ✓ **Magical Moments with Moms** – February 10, 2016 from 10:45 a.m.-1:00 p.m. Contact: Yolanda Richards #412-6506
- ✓ **Career Day** – February TBA Contact: Tammy Ringler #447-3833
- ✓ **5th Grade Graduation Ceremony** – End of year (May) Contact: Debbie Hipps #447-3839
- ✓ **District-Wide Parent Education Workshops** – TBA Contact: District Specialist #447-3357
- ✓ **PTA Meetings** – Monthly from 5:30-6:30 p.m. Contact: Yolanda Richards #412-6506
- ✓ **Spring Book Fair**- TBA Contact: Emily Hester #447-3806
- ✓ **Arts Fest Day** – May 27, 2016 Contact: Chris Henry #447-3815

- Teachers will schedule a minimum of two (2) parent/teacher conferences on the above mentioned dates during the school year to discuss academic achievement and discuss and have all parties sign (teacher, parent, student, principal) home-school compact.
- Designated Parent Facilitator will provide no fewer than two (2) hours of Parent Involvement Professional Development to all certified staff to enhance the understanding of effective parental involvement strategies.

3. Booker Arts Magnet will provide information to parents about volunteer opportunities in the following ways:

- Contact individual teachers (see the Booker Arts Magnet Handbook for names and phone numbers) and/or the school secretary, Ms. Judy Murray at 447-3803. Training will be provided by the person in charge of the area in which a volunteer is needed. Volunteer opportunities include but not limited to VIPS Reading Day, classroom/teacher help, school parties, library aide, and Scholastic Book Fair.

- Booker Arts Magnet PTA includes parents, extended family, teachers and staff. Please contact the Booker PTA President, Yolanda Richards at 412-6506 or via email at ydrich@yahoo.com for information concerning Booker Arts Magnet PTA.
4. **Staff, parents, and students have signed a School-Parent Compact.** This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. These compacts will be on file in the classroom for further reference throughout the school year. This was given out in the Student Handbook at the beginning of the year. Dr. Cheryl Carson #447-3802
 5. **Booker Arts Magnet will provide opportunities for parents to be involved in the implementation and evaluation of the school-wide school improvement plan.** According to the 2015-2016 School Improvement Plan, Booker will inform parents of attendance requirements as listed in the Student Rights and Responsibilities Handbook and Booker Arts Magnet School's Student Handbook and monitor student absences and contact parents by phone and/or letter when student's absences warrant. The parent facilitator will also provide parents with information to support their child's skill acquisition such as Informational Packets, Booker Arts Magnet Student Handbook, Volunteer Resource Book, and memos.
 6. **Booker Arts Magnet will provide resources for parents:**
 - Distribute Informational Packets each year that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school through the compact, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...), and school's policy handbook. Contact: Judy Murray Secretary #447-3803
 - A Parent Resource Center is located in the front office which includes updated materials using Parent Involvement funds such as computer with printer, parenting books, magazines, DVDs, pamphlets, and other educational resources. Parent Center will be open from 7:50-3:05 Monday – Friday. Contact Emily Hester PI Facilitator #447-3806 for extended hours and/or request for materials to be purchased.
 - The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator – Emily Hester, Media Center, #447-3806. The parent facilitator will integrate and coordinate parental involvement strategies with those of other programs.
 - Utilize the services of the Little Rock School District's Parent Coordinator – Kaye Rainey #447-3357.
 7. **Booker Arts Magnet will engage parents in the evaluation of the parental involvement efforts:**
 - An annual evaluation using comprehensive needs assessment will be filled out by teachers, parents and school staff. Information gained from the evaluation will be used to increase parental involvement; the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) engagement of parents in activities to support student academic growth. Contact: Emily Hester PI Facilitator #447-3806
 8. **Booker Arts Magnet will use the parent interest surveys to select, plan, and implement parental involvement activities that will be offered throughout the year in the following ways:**
 - Results will be used in October 2015 to plan the content and time of parental involvement activities throughout the year by Emily Hester and the PI Committee
 - Booker Arts Magnet will evaluate the activities that were held in conjunction with Parental Involvement at the end of the school year to determine their effectiveness and participation.
 9. **Booker's Annual Title I Meeting was held September 3, 2015.** Dr. Cheryl Carson #447-3802

National Network of Partnership Schools

Booker Arts Magnet School is a member of John Hopkins University of National Network of Partnership Schools (NNPS). The NNPS School, Family, and Community Partnership family model is designed to enhance parent participation and involvement in the school and community. The family model is research based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making, and Collaborating with the Community. To

support the six types of involvement, Booker Arts Magnet participates on the LRSD NNPS Central-East School Cluster Team. Contact Person: Emily Hester #447-3806



Booker Arts Magnet Home/School Learning Compact

School Name: _____ **Date** _____

Student Name: _____ **Grade** _____

School Mission: *The staff at Booker Arts Magnet believes and expects that every individual can and will learn. Our mission is to educate all students to higher levels of academic performance, while developing divergent thinking and creativity, promoting physical and emotional well-being, and fostering positive growth in social behavior through integration of the curriculum and the fine and performing arts. In partnership with parents and the community, we accept the responsibility to teach all students with the goal of enabling them to achieve their ultimate educational potential and to equip them to meet the challenges of the Twenty-first century.*

Parent/Student/Teacher/Principal Compact

Parent/Guardian Agreement

(Any person who is interested in helping this student may sign in lieu of the 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 lighted 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.

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.

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 that 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.

Principal/School Agreement

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

- ❖ Provide an environment that allows for positive communication between the 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.

Parent Volunteer Survey

Booker Arts Magnet 2015-2016

Parent's Name _____ Phone # _____

Address _____ Email _____

Student's Name _____ Teacher _____

1. What are the best times for you to come to school?
 - a. Morning
 - b. Afternoon
 - c. Evening
2. Our school encourages parent involvement. Would you like to be involved with the school?
 - a. Yes
 - b. No

If you answered no please tell us why: _____

If you answered yes, please tell us what you would feel comfortable doing:

_____ Help in the office or library

_____ Attending field trips

_____ Special Event Volunteer

_____ Other _____

3. Is there anything that prevents you from becoming involved that we could help you with?
 - a. Child Care
 - b. Transportation issues
 - c. Interpretation needed
 - d. Other _____
4. How would you like to be notified of meetings and events?
 - a. Phone call
 - b. Flyers
 - c. Email
 - d. Other _____
5. If the school offered classes what would you be interested in?
 - a. Computers
 - b. English as a Second Language (ESL)
 - c. Spanish Classes for Parents
 - d. How to help students succeed
 - e. Help with understanding homework
 - f. Parent Training (such as Leadership, Advocacy, Education, etc)
 - g. Other _____
6. Is there anything else you would like to tell us? _____

Thank you for your time to complete this survey. Please return it to the school as soon as you can.

Mrs. Emily Hester
Parent Facilitator
447-3806

Encuesta de Padres Voluntarios

Booker Arts Magnet 2015-2016

Nombre del Padre/Madre _____ Numero de Telefono # _____

Direccion _____ Correo Electronico _____

Nombre del Estudiante _____ Maestro/a _____

1. Cual es el mejor momento del dia para que usted pueda venir a la escuela?
 - a. En la mañana
 - b. En la tarde
 - c. En la Noche
2. Nuestra escuela alienta la participacion e involucramiento de padres. Le gustaria participar e involucrarse con la escuela?
 - a. Si
 - c. No

Si su respuesta ha sido No, por favor diganos por que : _____

Si ha respondido Si, por favor diganos que le gustaria hacer sintiendose comodo o comoda:

_____ Ayudar en la oficina

_____ Ir a los viajes campestres o field trips

_____ Ayudar con eventos especiales

_____ Otros _____

3. Hay algo en que le podemos ayudar que prevenga su participacion y que se involucre?
 - a. Cuidado de ninos
 - b. Asuntos relacionados con el transporte
 - c. Ayuda a que alguien traduzca informacion
 - d. Otros: _____
4. Como le gustaria que se le notifique cuando hay juntas/ reuniones y eventos?
 - a. Por telefono
 - b. Volantes/ Folletos
 - c. Correo Electronico
 - d. Otros: _____
5. Si la escuela ofrece clases, que le interesaria que ofrezca?
 - a. Computadoras
 - b. Ingles como Segundo Idioma (ESL)
 - c. Clases de Espanol para Padres
 - d. Como ayudar a que los estudiantes triunfen
 - e. Ayudar a que entiendan las tareas escolares
 - f. Entrenamiento de Padres (como por ejemplo liderazgo, actividades de apoyo, educacion, ect.)
 - g. Other _____
6. Hay otra cosa que usted quiere compartir con nosotros? _____

Gracias por el tiempo que ha dedicado para completar la encuesta. Por favor envie de regreso la encuesta a la escuela lo antes que pueda.

Mrs. Emily Hester
Parent Facilitator
447-3806

Booker Arts Magnet School
 2016 Barber Street
 Little Rock, AR 72206
 (501) 447-3800 (Office) (501) 447-3801 (FAX)
 2014-2015 Phone Numbers

NAME	EXT.	NAME	EXT.	NAME	EXT.
BATTLES	7-3858	IBEKWE	7-3863	RUSS	7-3823
BLUE	7-3819	JACKSON.K	7-3841(VM)	SANDERS	7-3834
BRADFORD	7-3807 CAFE	JACKSON.P	7-3807 CAFÉ	SCOTT	7-3805
BROWN	7-3821	JEFFRIES	7-3843	STEWARD	7-3812(VM)
CAFETERIA	7-3807	JONES	7-3845	THOMAS	7-3867
CARE	7-3878	KEOGH	7-3849	WHITTEN	7-3868
CARSON	7-3802	LANG	7-3846	WILLIAMS	7-3877(VM)
CORNICE	7-3871	LEWIS-HILL	7-3824(VM)	WOODS	7-3873(VM)
CRAVENS	7-3824(VM)	LIVING HOPE	7-3875	WRIGHT	7-3869
DUPREE	7-3844	LOUNGE	7-3879	YOUNG	7-3874
DURHAM	7-3870	MALM	7-3847		
		MATTHEWS	7-3810(VM)		
ELLINGTON	7-3831	MCGUIRE	7-3852		
EKEANWANYU	7-3818(VM)	MENEFEE	7-3876(VM)		
FAIR	7-3832	MILTON	7-3855		
FAX	7-3801	MINOR	7-3842		
FREEMAN	7-3816	MINTON	7-3820(VM)		
GOAD	765-8388	MIRELES	7-3861		
HALL	7-3808	MOSBY	7-3814		
HALLUM	7-3835	MURRAY	7-3803		
HAMMOND	7-3824(VM)	PARKER	7-3825		
HANSON	7-3853	PORTER, C	7-3862		
HARKEY	7-3886	PORTER, H	7-3807 CAFÉ		
HASLEY	7-3838	POST	7-3859		
HAYDEN	7-3836	PTA	7-3865		
HEADLEY	7-3848	RAMSEY	7-3860		
HENRY	7-3815	REESCANO	7-3860		
HESTER	7-3806	RINGLER	7-3833		
HIPPS	7-3839	ROSS	7-3813(VM)		
HOLLAMON	7-3829				
HOLMES	7-3804				
NAME	EXT.	NAME	EXT.	NAME	EXT.

Parent Involvement Opportunities in Our School

PTA Committees – The PTA has many committees to support our school such as special events committees, fundraising committees, and membership committees! The PTA is a great organization that provides opportunities for parents to become more involved in their child's school and education! We need your time and talent! The PTA membership fee is \$7! **Call Yolanda Richards at 412-6506 or email at BookerPTA@lrsd.org for information on becoming a PTA member and volunteering for committees!**

2014-2014 PTA Board Members

President: Yolanda Richards

1st Vice President: Lashon Christopher

2nd Vice President: Rokina Gibson

Treasurer:

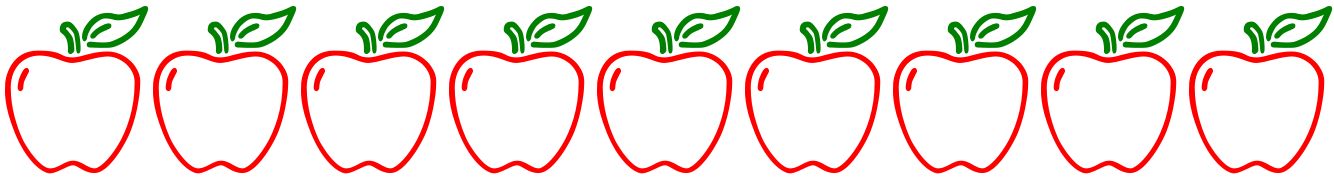
Secretary: Ellen Hoppe

Teacher Representative: Micaela Battles

Parental Involvement Committee – The Parental Involvement Committee plans, organizes and hosts family nights for our school. Our events include Family Math and Literacy Night. The Parental Involvement Committee specializes in building a school community where parents, teachers, and students work together to ensure a positive, nurturing environment while providing the highest quality education for all students!

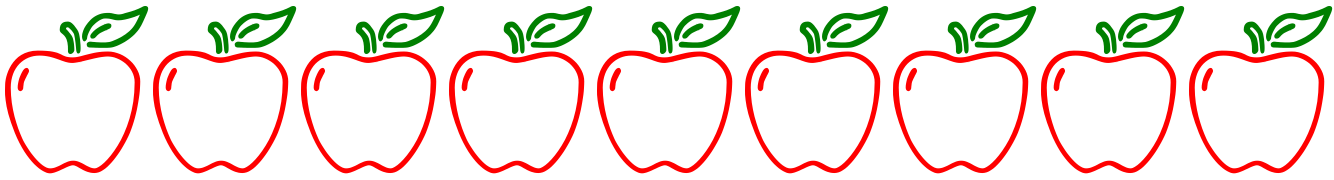
Emily Hester at 447-3806 or emily.hester@lrsd.org for more information to join our committee!

Classroom Volunteers – Your child's classroom teacher needs your help! Give him/her a call and ask how you can lend a helping hand! You will be much appreciated!



Ways You Can Help Your Child At Home!

- ☆ Ask to see your child's schoolwork on a regular basis.
- ☆ Create a special, quiet, well lit place for your child to study and do homework.
- ☆ Read to your child and encourage her or him to read to you.
- ☆ Set a good example by letting your child see you read.
- ☆ Be selective about what your child watches on T.V. Set limits of no more than one hour a day.
- ☆ Praise and award your child for accomplished goals.
- ☆ Make sure your child receives a good, balanced diet, including breakfast each morning.
- ☆ Make sure your child gets to bed early and receives no less than 8 hours of sleep each night.
- ☆ Notify the teacher of any health or emotional concerns.
- ☆ Make sure your child dresses appropriately for the weather.
- ☆ Immunize your child.
- ☆ Keep your child at home if she or he is not well.
- ☆ Be available to help your child with her or his homework.
- ☆ Take your child to local museums, cultural activities and libraries.
- ☆ Encourage your child to participate in a sport or other wholesome activity.
- ☆ Discipline your child fairly and consistently.
- ☆ Establish a set of rules and routines for everyone in the family.
- ☆ Help your child develop good study habits by:
 - Making sure he/she has all necessary materials (paper, pencil, notebook, etc.)
 - Encouraging him/her to listen well and take part in classroom discussions
 - Encouraging him/her to ask for help when he/she is having difficulties
 - Encouraging him/her to complete assignment agenda books
 - Making time for homework each evening
 - Helping him/her to use what he/she learns and make real life connections
 - Encouraging him/her to do his/her best
- ☆ Get involved in your child's education by volunteering in his or her classroom and participating in school activities.



Tips for Effective Teacher Conferences

Research indicates that to help students be successful teachers must know as much as they can about each student. No one knows more about these things than you, the parents. So, that is why teachers and parents must work together to ensure that your student has a successful learning experience. Communication is the key.

Pre-Conference: Ways to Prepare

- ☆ Talk to your children before the conference.
- ☆ Find out what they would like for you to discuss with their teachers.
- ☆ Find out what they think are their strengths and weaknesses.
- ☆ Explain to them that parents and teachers must keep an open line of communication in order to help them.
- ☆ Write down notes about your child's personality, problems, habits, and hobbies that might be important for the teacher to know.
- ☆ Write down your concerns about the school's program and policies.
- ☆ Write down your questions about your child's progress.
- ☆ Suggest ways on how and you and the teacher can work together to help your child.

Conference: Good Questions to Ask

- ☆ What are my child's strengths and weaknesses?
- ☆ Is my child working up to his/her ability?
- ☆ Does my child participate in class discussions and activities?
- ☆ Have you noticed any changes in my child's behavior lately that indicates a problem?
- ☆ Is my child turning in his/her daily assignments and homework?
- ☆ How does my child perform on tests?

Make sure you and your child's teacher come up with strategies to address any issues that need to be resolved.

Post-Conference: Ways to Follow Up

- ☆ Be sure to start immediately with the action plan that you and the teacher have worked out together.
- ☆ Monitor your child's homework, class work, and behavior to see if the plan is being implemented and if it is working.
- ☆ Maintain regular contact with the teacher.

<http://www.nea.org/parents/ptconf.html>

Parent Center

All parent resources are stored in the Parent Center located in the front office. Resources may be used in the Parent Center and may be checked out through the library media center for home use. The following are just a few of the valuable resources we have available for checkout:

Academic Achievement Series Pamphlets and Booklets

Helping Your Child Succeed in School

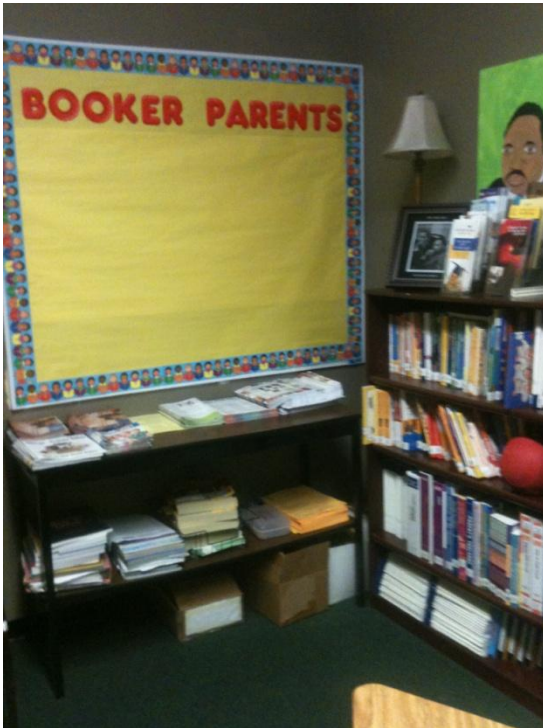
123 Magic Series (parenting book and video)

Dealing With Your Kids 7 Biggest Problems







Go To Your Room: Consequences that Teach

Sensational Kids

Free pamphlets and booklets in English and Spanish are also located in the Parent Center.



Six Types of Involvement: Keys to Successful Partnerships

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