

**Little Rock School District
Don R. Roberts Elementary School
2013-2014
Parent Involvement Plan**

School Mission: "Through ongoing collaboration, innovative technology, and an enriching curriculum, in partnership with our families and community, Roberts Elementary is committed to establishing a distinguished tradition of excellence in a diverse environment by nurturing, inspiring and challenging each student to value learning, respect and to always do the right thing!"

Don R. Roberts Elementary is in its third year of operation, and is under the leadership of Barbara Anderson, Principal, and Misti Sims, Assistant Principal. Due to us adding three additional classes, we now have an additional Assistant Principal, Mrs. Diane Rynders. Roberts Elementary serves grades Pre-K through 5th grade with approximately 906 students. 23% of our students receive free or reduced lunch. Pamela Lewis and Allison Weatter serve as parent facilitators.

Parent Involvement Committee Members

Barbara Anderson: Administrator
Allison Weatter: Counselor, Parent Facilitator
Pamela Lewis: Counselor, Parent Facilitator
Carman McBride: EAST Facilitator
Ramona Geurin: Literacy Coach
Laquita Bennett: Math Coach
Amanda Tucker: Technology Specialist
Shay Fortune: Parent
Michele Shroyer: Parent
Chenell Loudermill: Parent
Michelle Mills: Parent

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Don R. Roberts Elementary will communicate with parents in the following ways to increase parent involvement and to support classroom instruction by:

- Distributing a monthly newsletter to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. Flyers are distributed on an as needed basis promoting school events. Classroom Teachers, PTA and the building principal all provide monthly newsletters. For more information you may contact Barbara Anderson at 447-8302.
- Creating a web site to house classroom teacher pages for each teacher. Homework assignments and pertinent classroom information will be available on individual classroom web pages. Also, parents can access their child's grades through EDLINE using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. Each classroom teacher is responsible for maintaining their classroom website. Amanda Tucker is responsible for the school's website and EDLINE information. You may contact her at 447-8321.
- Sending home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school. For more information you may contact your child's classroom teacher at 447-8300.
- Teachers routinely contacting parents on an individual basis to communicate about their child's progress.
- The classroom teachers provide parents with an interim report every 4 1/2 weeks, and report cards every 9 weeks with information regarding their child's academic progress. For more information contact 447-8300.
- Offering parents a special workshop each year on the school's approach to school improvement which includes school wide test results. Open House is held in September and ACTAAP Parent Night is held in March. For more information contact Misti Sims at 447-8304.
- Sending home brochures with students, posting notices in school facilities and public buildings, and providing information for local newspapers and radio stations about parent workshops and meetings. For more information contact Pamela Lewis or Allison Weatter at 447-8300.

Don R. Roberts Elementary will plan the following meetings to increase parent involvement and to build staff and parent capacity by:

- Providing Family math and reading nights that give an opportunity for parent and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement. Math and Literacy Carnival will be held October 18, 2013. For more information contact Ramona Geurin or Laquita Bennett at 447-8300.
- Planning various meetings to be held at different times during the day or evening to better accommodate parents.
- Recruiting outside speakers to provide parents with more information concerning ways to make their child's academic life more successful. For more information contact Pamela Lewis and Allison Signaigo for more information at 447-8300.
- Conducting an orientation for parents at each grade level to inform them about school policies, expectations, curriculum, and opportunities for parental involvement. Our Open House is scheduled for August 15, 2013. For more information contact your child's classroom teacher at 447-8300.
- Scheduling individual conferences 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. Conferences for this school year are scheduled for October 21, 2013 and February 17, 2014.
- Conducting a "Benchmark Night" each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. Benchmark Night is scheduled for March 13, 2014 facilitated by Pamela Lewis and Allison Weatter, in coordination with LaQuita Bennett and Ramona Geurin. For more information call 447-8300.

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Parent Involvement Activities

Teacher Meet and Greet	August 15, 2012	All Staff	447-8300
Mentors/Tutor	Throughout the Year	Counselors	447-8311
Teacher assistant	Throughout the Year	Classroom teachers	447-8300
PTA	Throughout the Year	PTA Board	447-8300
Parent Breakfast	Monthly	PTA Board	447-8300
Kids with Character	Monthly	Counselors	447-8311
Honor Assemblies	Quarterly	Counselors	447-8311
Accelerated Reader Celebration	Quarterly	PTA Committee	447-8300
Parent Trainings	One each semester	Pamela Lewis & Allison Weatter	447-8311
Student Movie Night	One each semester	PTA & Kathryn Cantrell	447-8306
Grandparents Week	September 12-13, 2013	PTA/K. Cantrell	447-8306
Book fair helpers	September 9-13, 2013	PTA & Kathryn Cantrell	447-8306
Watch DOGS Kick-Off	September 26, 2013	Pamela Lewis & Allison Weatter	447-8311
Watch DOGS Program	Daily	Pamela Lewis & Allison Weatter	447-8311
Red Ribbon Week	October 22-25, 2013	Pamela Lewis & Allison Weatter	447-8311
Family Math and Literacy Carnival	October 18, 2013	Ramona Geurin & Laquita Bennett	447-8332
Book Character Day	November 22, 2013	Ramona Geurin & K. Cantrell	447-8332
Parent education workshops	November 2013	Pamela Lewis & Allison Weatter	447-8311
VIPS Reading Day	November 19, 2013	Kathryn Cantrell	447-8306
Now I Lay Me Down to Read	December 20, 2013	Ramona Geurin	447-8332
Career Day	April 26, 2014	Pamela Lewis & Allison Signaigo	447-8311
Field Day volunteers	May 23, 2014	PE Coaches	447-8356
Fifth Grade & Kindergarten Promotion	May 2014	Classroom Teachers	447-8300

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Don. R Roberts Elementary will provide information to parents about volunteer opportunities by:

- Providing a list of volunteer opportunities and soliciting ideas for other types of volunteer efforts during orientation of parents. Teachers and Staff will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful. These volunteer opportunities will be provided at registration. For more information contact Pamela Lewis and Allison Weater at 447-8300.
- Working with the various LRSD middle schools to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. For more information contact Pamela Lewis at 447-8312.
- Providing instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to 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.

Don R. Roberts Elementary will work with parents to create a School-Parent-Compact.

- This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. For more information contact the Counselors' Office at 447-8300

Don R. Roberts Elementary School will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP Plan to engage them in the decision-making process in regards to student achievement by:

- Involving parents on school improvement planning committees. To support this process, our school will offer both school staff and parents training on how to contribute to this process in a meaningful way. For more information contact Diane Rynders at 447-8352
- Asking parents to serve on curricular and instructional review committees. To support this process, we will offer both school staff and parents training on how to contribute to this process in a meaningful way. For more information contact Diane Rynders at 447-8352
- Enabling the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.
- **To participate on the ACSIP Committee contact Misti Sims at 447-8304**

Don R. Roberts Elementary will provide the following resources for parents:

- Various parenting materials are available in the parent center which is located on the first floor to the right of the main entry. Materials are also available through the PTA website and Roberts PTA Facebook page.
- The opportunity to check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the ACSIP Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input.
- 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 the materials for review.
- Informational packets will be provided that includes a copy of the school's parental involvement plan, 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...).
- The school's/district's policy handbook which explains the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

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- **For more information regarding resources and materials contact Pamela Lewis or Allison Weatter, Parent Facilitators at 447-8300.**

Don R. Roberts Elementary will engage parents in the evaluation of our parental involvement efforts.

- An annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff will be administered. The Parental Involvement committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, 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) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.
- **For more information contact the Counselor's Office at 447-8300**

Don R. Roberts Elementary School will use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year.

- Parents will be asked to fill out a parent interest survey at the end of each school year to get information from them concerning the activities they feel were most beneficial currently and will be for the next school year in the efforts to support their child academically.
- Results of the parent interest survey will be used to plan the parental involvement activities for the following school year.
- Informational meetings will be offered to inform the parents of rising middle school students about how to be involved in the decisions affecting course selection, career planning, and preparation for middle school.
- **To participate in this process, please contact the Parent Facilitators, Pamela Lewis or Allison Weatter at 447-8300.**

Annual Title I Meeting: Not Applicable at this time.