

AR  
Woodrow Cummins Elem School (Conway School District)  
1400 Padgett Rd  
Conway AR 72034  
501-513-4417

**School Parent Involvement Policy**

**This form was adapted from, *A Toolkit for Title I Parent Involvement.*  
Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement.* Austin, TX: SEDL.**

Hint

**District**  
Conway School District

**School Improvement Status**  
Achieving

**Grade Levels**  
K-4

**Parent Involvement Coordinator**  
Julie Olson

**Are you Title I Schoolwide?**  
 Yes  
 No  
 N/A

**Percent of free and reduced lunch**  
29%

**Parent Involvement Committee Members**  
*(Select "Repeat" to open more entry fields to add additional team members)*

**Enter committee members**

<b>First Name</b> Julie
<b>Last Name</b> Olson
<b>Position</b> Librarian

**Enter committee members**

<b>First Name</b>
<b>Last Name</b>
<b>Position</b>

**1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

- WCE will distribute the Lion's Den weekly newsletter to parents that is developed with participation of the parent-school organization, principal, and staff. 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.
- Conway School District had created a district website to house school websites for each school. Information about homework assignments and pertinent school/classroom information will be available on the school website. Parents may use e-mail to communicate with members of the school staff.
- Each teacher will send 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.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- WCE will provide to parents reports/report cards every nine weeks with information regarding their child's academic

progress and upcoming classroom and school events.

- WCE will send parents a parent-friendly letter in the first report card that explains their child's test results and standardized test scores.
- WCE will offer parents a special workshop each year on the school's approach to school improvement.
- WCE will send brochures home with students, post notices in school facilities and public buildings.
- WCE will use the student handbook, school website, signage at the school entrance, and parent orientation meetings to give parents school information.

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**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)**

- 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.
- WCE will offer parents a "Report to the Public" each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.
- WCE will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
  - Watch Dog Dads
  - Special parent lunches
  - Book fair helpers
  - Field day volunteers
  - Family nights
  - Orientation presentations
  - Open House
  - PTO
  - Red Ribbon week
  - Choir concerts
  - Various PTO committees

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**3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?**

- PTO will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school.
- WCE will provide 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.
- WCE will provide teachers/staff with appropriate Professional Development activities pertaining to Parental Involvement/ Engagement. The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understand of effective parental involvement strategies. No fewer that three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

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**4. How will your school work with parents to create a School-Parent-Compact?**

- Woodrow Cummins Elementary School staff, parents, and students of Woodrow Cummins Elementary School have developed a school-parent-student compact. This compact outlines 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. All stakeholders will sign the compact.

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**5. How will your school 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?**

- To take advantage of community resources, Woodrow Cummins Elementary School shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
- WCE shall continue to support the Parent Teacher Association or organization that will foster parental and community involvement within the school.

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**6. How will your school provide resources for parents?**

- WCE has distributed informational packets each year that includes a copy of the school's parental involvement plan, 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...) can be found on our school website.

- To 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 the materials for review.
- Create a parent center.
- The Conway Public Schools handbook addresses the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. Mrs. Lewis designated Julie Olson as the parent facilitator.

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**7. How will your school engage parents in the evaluation of your parental involvement efforts?**

Parents will receive a survey during the 2016-2017 academic school year.

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**8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?**

- WCE will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically.
- WCE use the results of the parent interest survey will be used to plan the parental involvement activities for the year.
- WCE 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.

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**9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)**

N/A

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***\*After completion of this form, the school should print and submit to district for review and approval. Once approved, the school is required to post their School Parent Plan on their website.***