

Gillett Elementary School
Parental Involvement Plan
2018-2019

1: Gillett Elementary School will foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement.

- Gillett Elementary School will send messages including surveys, tips related to school achievement, homework tips, organizational skills, grade level standards and study skills.
- Parents may access their child's grades using Home Access Center. Gillett Elementary parents may use email to communicate with members of the school staff.
- Each teacher will send home a folder containing student papers and work samples.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- Parents will be provided student grade reports during the fourth week of the first quarter, ending the first and second nine-weeks, semester, third and fourth nine weeks with information regarding their child's academic progress. On campus parent/teacher conferences will be scheduled twice a year. Messages and calendars will be sent home announcing upcoming classroom and school events.
- The school counselor will send parents a letter explaining students' test results and standardized test results. The school will offer parents a special workshop each year on the school's approach to school improvement.
- The school will send home notes with students, post notices in school facilities and provide information for local newspapers and radio stations about meetings. The student handbook, School Reach phone call, school website and parent meetings will provide Gillett Elementary opportunities to communicate with parents.

2: Gillett Elementary School will provide the following opportunities to increase parent and family engagement, while building staff and parent capacity to engage in these types of efforts.

- Meetings will be held at various times during the day or evening to better accommodate parents/guardians.
- The school will hold an orientation for parents at each grade level about the school's participation in the Title I program during the first quarter evening meeting. Parents are encouraged to be involved with review and revision of the school's Title I Program.
- Teachers will hold conferences individually with parents of students in their classrooms. Parent/Teacher scheduled conferences held the first nine weeks allow time for teachers to meet with parents and inform them of the student's class work, skills mastery, 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 efforts being made toward their child's education goals. Parents will also be

given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures and policies.

- The school will offer an Open House each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.
- Accelerated Reader Rewards Activity Day
- Book Fair Helpers
- Teacher Appreciation Week
- “Box Tops” for Education collection
- Field Trip day volunteers
- Red Ribbon Week

3: Gillett Elementary School will provide information to parents about volunteer opportunities.

- GES will provide opportunities for parents and community members to support the instructional program through programs such as volunteer tutoring and special reading friends.
- GES will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts.
- GES will provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment.
- The school will work with Junior High School to help provide a smooth transition from one school to the next by providing end of year visits to the 6th grade campus to review procedures and related activities.
- 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 understanding of effective parent and family engagement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies.

4: Gillett Elementary School will work with parents to create a School-Parent-Compact.

- School staff, parents, and students will develop a school-parent-student 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.

- GES will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- GES will engage parents in decision making about the allocation of its Title I, Part A funds for parental involvement.

5: Parents will be provided the opportunity to engage in the decision-making process regarding the development, implementation and evaluation of the GES school-wide school improvement plan and Central's Title I, Part A Program.

- GES will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement.
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
- GES shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

6: Gillett Elementary School will provide resources for parents.

- Parents may check out materials, use a computer to check attendance, and visit educational websites. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.
- GES will distribute Informational packets each year. The packet will include suggestions of ways parents can become involved in their child's education.
- Parental involvement activities planned for the current school year and information that allows parents and teachers to communicate such as notes home, phone calls, e-mail, conferences, etc. are provided in the information sent home.
- 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.
- Include in the school's policy handbook 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.
- The school will engage parents in the annual evaluation of the Title I, Part A Program's parental efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I 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 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.

7: Gillett Elementary School will engage parents in the evaluation of our parent and family engagement efforts.

- GES will engage parents in the annual evaluation of the Title I, Part A Program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff.
- The program and the school's effort to increase parental involvement will be a part of the Academic School Improvement Plan, ACSIP evaluation. Parents will serve as committee members for this school improvement plan. The "Parental Involvement Survey" will be used to collect specific information in the following areas: (1) Growth in number of parents participating in Grade Level Night, Family Night and meetings. (2) Specific needs of parents. (3) Engagement of parents in activities to support student academic growth recorded in the ACSIP Plan.
- GES will ask parents to fill out a parent 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 effort to support their child academically.
- GES will use the results of the parent interest survey to plan parental involvement activities for the year.
- GES 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.

8: Gillett Elementary School will use parent interest surveys to select, plan, and implement parent and family engagement activities that will be offered throughout the year?

- The results of the parent interest survey will be used to plan the parent and family engagement activities for the year.
- GES will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.
- GES will ask parents to fill out a Parent Interest Survey at the beginning of each school year to get information from parents concerning school activities which may support their child academically. Results of the Parent Interest Survey, parent meetings and the ACSIP Parental Involvement Plan will guide Gillett Elementary School Parent Involvement Efforts throughout the year. Activities that were suggested by parents as part of the annual parental involvement plan evaluation will be reviewed. The Parental Involvement Leadership Team will present data for the ACSIP Plan.

9: Gillett Elementary will hold an annual Title I Meeting that must be conducted separately.

- GES will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program.
- GES will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.
- GES will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program.
- GES will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.
- For each Title I, Part A School, an annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office.