

CHE School-Parent Involvement Policy

- The school will distribute a periodic newsletter to parents that includes school news, a calendar of activities, and parenting tips relating to school achievement such as homework tips, organizational skills, and study skills.
- The school will continue to update the CHE website with pertinent information regarding school performances and activities.
- Parents are encouraged to use e-mail in communicating with school staff.
- Parents are able to access and monitor their child's grades using the child's school ID number and a PIN number that was given to them at the beginning of school.
- 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.
- Parents will be updated on their child's academic progress every four to five weeks through progress reports and every nine weeks with report cards.
- During the first parent conference night, teachers will share student test data results from previous spring testing.
- The school will use the school website, student handbook, and parent orientation meetings to inform parents about the School-wide Title I Plan, also known as the Arkansas Consolidated School Improvement Plan (ACSIP).
- Parents will sign the Parent/Teacher/Student/Principal Compact Statements.
- Parents will be offered multiple opportunities throughout the school year to participate in the development and implementation of our school improvement plan.
- Persons responsible for carrying out the above actions are: Carol Miller, School Principal; Bonnie Bennett, Secretary; Lisa Bohon, Office Aide; Jessica Bilbo, Library Media Specialist; Marissa Escobar, Instructional Facilitator and Parent Coordinator; Cyndi Parsons, Kindergarten Teacher; Vanessa Ledford, Kindergarten Teacher; Kim Brown, Kindergarten Teacher; Jenny Watson, First Grade Teacher; Ashley Franklin, First Grade Teacher; Morgan Cowling, First Grade Teacher; Bryan Fountain, Second Grade Teacher; Kristina Palmisano, Second Grade Teacher; Kelsey Himes, Second Grade Teacher; Melanie Melson, Third Grade Teacher; Brian Mitchell, Third Grade Teacher; Julie Ferrell, Third Grade Teacher; Rachelle Taylor, Fourth Grade Teacher; Todd Musgraves, Fourth Grade Teacher; Ginny Schwope, Fourth Grade Teacher; Veida Starks, Counselor; Stephanie Watts, Dyslexia Teacher; Kimberly Collins, Special Services Teacher; Jessica Hooper, Special Services Teacher; Heather Carr, Art Teacher; Julia Briley, Music Teacher, Ashley Littleton, EAST Facilitator; Kelli Mayo, Speech Therapist; Raegan Williams, Paraprofessional; Laura Easley, Paraprofessional; Amanda Anderson, Paraprofessional; Rosemary Longnecker, Paraprofessional, Karla Jefferson, Paraprofessional; and Courtney Smith, Nurse.

- A Leader in Me Showcase night will be held to provide families with an opportunity to experience the school culture in a positive manner.
 - Students will showcase their work and leadership skills while staff provides parents with encouragement and support as needed.
 - The 8 Habits will be taught to parents so that they can use the language at home.
- A meeting will be held for parents at 12:30 p.m. on October 10, 2017 to inform them of the school's participation in the Title I Program and encourage them to be involved with reviewing and revising of the school's Title I Plan.
- Teachers will hold individual parent conferences on October 10, 2017 and April 2, 2018.
 - Parents will receive 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 included in the development of this plan.
 - Parents will also be given suggestions for coordinating school and parent collaborative efforts, as well as explanations of homework and grading procedures.
- The school will engage parents in the following types of roles and activities to increase their involvement and support for learning:
 - Teacher assistant
 - Leader in Me Showcase
 - Book Fair helpers
 - Fall Fun Day
 - Christmas Parties
 - Field Trips
 - Red Ribbon Week
 - Grandparents' Day
 - Parent/Teacher Conferences
 - Award Programs
 - Field Day Volunteers
 - Leadership Rallies
 - Grade Level Programs and Performances, one per grade level scheduled throughout the year
- The school will provide opportunities for parents and community members to support the instructional program throughout the school year.
 - Anytime there is a volunteer opportunity or parent training/meeting available, the school will notify parents in the following ways:
 - Phone call/all call (recorded message from Carol Miller, Principal)
 - Posting on CHE website
 - Posting on CHE social media (Facebook)
 - Notes sent home via student folders
- Parents will help facilitate activities to help with the students' transition to the middle school.
 - Fourth graders visit the middle school campus each spring. This helps lessen their anxiety in relation to the move.
- Persons responsible for carrying out the above actions are: Carol Miller, Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.
- School staff, parents, and students will develop a school-parent-student compact.

- The compact will outline how parents, school staff, and students share responsibility for improved student academic achievement and the means by which the school and parents will develop a partnership to help children achieve the state's high academic standards.
 - All parties involved will sign the compact.
- Persons responsible for carrying out the above actions are: Carol Miller, School Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.
- School staff, parents, and students will develop a school-parent-student compact.
 - The compact will outline how parents, school staff, and students share responsibility for improved student academic achievement and the means by which the school and parents will develop a partnership to help children achieve the state's high academic standards.
 - All parties involved will sign the compact.
- Persons responsible for carrying out the above actions are: Carol Miller, School Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.
- The school will involve parents on school improvement planning committees.
 - The school will offer both the staff and parents training on how to contribute to this process in a meaningful way.
 - The principal and leadership team will share the school improvement plan with interested patrons during a publicized meeting held on October 10, 2017 at 12:30 p.m.
 - The school will engage parents in decisions about the allocation of its Title I, Part A funds for parental involvement.
- The school will ask parents to serve on curricular and instructional review committees. Parents also serve on the district/school handbook committees addressing student behavior expectations.
- At the end of the year, the school will send out a survey to all parents asking for feedback on how to improve the school.
- Persons who are responsible for carrying out the above actions are: Carol Miller, Principal and Marissa Escobar, Instructional Facilitator.

The school will provide a parent resource center where parents may check out materials, use the computer to check grades, and visit educational websites.

- Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion box will also be available for parental input.
- The resource center is open at hours that are convenient for parents.
- Persons responsible for carrying out the above actions are: Carol Miller, Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.

- The school will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehension needs assessment filled out by teachers, parents, and school staff.
- The Title I Committee is made up of teachers, parents, and school staff, who 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, the survey will also collect specific information on the following:
 - growth in numbers of parents participating in workshops and meetings
 - specific needs of parents
 - effectiveness of specific strategies
 - engagement of parents in activities to support student academic growth
- Persons responsible for carrying out the above actions are: Carol Miller, Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.
- The school will ask parents to fill out a parent interest survey at the end 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 for the following school year.
- The school will use the results of the parent interest survey to plan the parental involvement activities for the upcoming year.
- The school will evaluate the activities that were suggested by the parents at the end of the annual parental involvement evaluation plan.
- Persons responsible for carrying out the above actions are: Carol Miller, Principal and Marissa Escobar, Instructional Facilitator and Parent Coordinator.
- The school will conduct an Annual Title 1 Meeting for parents of the students who participate in the Title I, Part A Program.
- The school will hold their annual Title I Meeting separate from any other meetings or activities to ensure that they have ample time to provide an 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.
- For each Title 1, Part A School, an Annual Title 1 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.

We held the Annual Title 1 Meeting on October 10, 2017 at 12:30 p.m. Carol Miller, Principal, was this year's meeting facilitator.