

COLLEGEVILLE ELEMENTARY



PARENT INVOLVEMENT PLAN

Updated Fall 2018

Collegeville Elementary School 2018-2019 Parental Involvement Plan

A Title I School

Mission Statement:

At Collegeville Elementary, we will LOVE, LEARN, and GROW together to achieve success.

Vision Statement:

To be happy and productive in life, Collegeville is a place where we strive to enjoy learning, to love others, and grow to be a better person each day.

We, at CES, value the role parents play as their child's first teacher and the influence of their continued support to promote higher student academic achievement and school performance.

The following outline is in compliance with the legal requirements of Arkansas Act 603 of 2003 (6-15-1602- Parent Involvement Plan) and ESSA. The document represents joint development with parents and school staff. The Collegeville Elementary School Parental Involvement Plan may include, but is not limited to, the following:

To Involve Parents of Students at all Grade Levels, CES shall: (3.03.1)

Provide a variety of roles for parents to become involved in the education of their children. This can be done through volunteer activities, learning activities that support classroom instruction, participation in school decisions, collaboration with community resources, development of school goals and priorities, and evaluating the effectiveness of the comprehensive school improvement plan. Examples at Collegeville Elementary include but are not limited to:

1. Home Room Parents: volunteers for teachers during activities, celebrations, field trips, special events, etc.
2. Parent Volunteers: making copies for teachers, helping gather resources, volunteering at the school, etc.
3. Watch Dog Dads: dads, grandfathers, or male role models volunteer their time at the school helping in the classrooms, lunchroom, recess, etc.
4. Community Members: support the CES backpack food program, career activities, guest speakers, and other activities at our school.
5. Allow and support the development of a school PTO (Parent-Teacher Organization).
6. Include parents on a variety of committees such as the Parental Involvement Committee, the Handbook Committee, etc.
7. Parental Involvement Nights such as Open House, Title I Report to the Public, Book Fair Nights, and Math, Literacy, and/or STEM Nights

To Encourage Communication with Parents, CES shall: (3.03.3; 5.01)

Recognize that communication between home and school should be regular, two-way, and meaningful. All elementary teachers at Collegeville will meet with parents or guardians of each student at least once a semester through parent/teacher conferences, telephone conferences, or a home visit. Teachers will communicate more frequently if additional support is needed.

Other examples of communication between the school and parents will include the following:

*Provide informational packets to be distributed annually to the parent of each child in the school. These packets may include items such as the school's parental involvement program, school calendars, schedules of special events, the school compact, school handbooks, supply lists, learning expectations, ways for the parent to become involved, the recommended role of the parent, and a survey for parental interests concerning volunteering at the school. These packets will be given to parents at registration, Open House, Parent Nights, or during conference times.

*The district's website, www.bryantschools.org, will be made available to parents and guardians to provide information concerning the school and the districts' activities.

*Provide access to the district's grade book program, HAC, available through the district website, which allows parents to monitor their child's academic progress (grades 6-12) and attendance.

*Send home classroom and school-wide newsletters on a regular basis.

*Utilize "Blackboard," an email/text message system, to help keep parents and guardians notified of up-to-date announcements, weather closings, school news, and events.

*Provide interpreters at Open House, Parent Night, Math, Literacy, and/or STEM Night, Kindergarten Registration, Parent Teacher Conferences, and scheduled conferences as needed

*Provide a student handbook and informational flyers for non-English speaking parents

*Additional activities planned throughout the school year to encourage parental involvement and communication

To Promote and Support Responsible Parenting, CES shall: (3.03.4; 5.02)

*Recognize parental involvement through local media including feature articles and/or pictures.

*Provide parenting books, magazines and other informative material regarding responsible parenting through the school library, advertise the current selection, and give parents an opportunity to borrow the materials to review.

*Supply parents with parenting literature on assisting with homework, working with pre-school children, and other topics concerning effective parenting.

*Create a school newsletter to be distributed to all parents in the student homework folder.

*Send home informative flyers and/or electronic communication of scheduled school and class events.

*Provide a parent resource center and update as funds become available. The parent resource center will be housed in the school library. Staff may refer parents to the parent resource center for a variety of student or parenting needs.

Current items in the parent center:

* Parenting Videos and Books

*Homework Help/Tips

*Information on parenting from The US Department of Education

- *Access to a computer/internet
- * Parenting literature with information on effective parenting & other topics important to parents.
- *Copies of Parental Involvement Plan
- *Advertise, refer, and coordinate services with the district Parent Center
- *Plan and engage in other activities determined by the school to be beneficial to promoting and supporting responsible parenting

To give Parental Assistance in Student Learning, CES shall: (3.03.5; 5.03)

*Schedule regular parent involvement meetings where parents are given a report on the state of the school and an overview of what students will be learning, how students will be assessed, what a parent should expect for his or her education, and how parents can assist and make a difference in his or her child's education.

Examples at Collegeville include but are not limited to:

- *Title I Report to the Public
- *Family Math, Literacy, and/or STEM Nights
- *Open-House Night
- *Book Fair Nights
- *Meet the Principal Night

*Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment such as role play or demonstration by trained volunteers, the use and access to the school, district, and parent center webpage, assistance with nutrition meal planning and preparation, and other strategies or curricula approved and acquired by the district for at-home parental instruction.

Examples at Collegeville include but are not limited to:

- *Information and access to the HIPPIY Program
- *Information and access to the school nurse
- *Information and access to the Bryant School District Parent Center Programs
- *Math, Literacy, and/or STEM Nights
- *Classroom and school-wide newsletters
- *Information and access to the school, district, and Parent Center webpage through www.bryantschools.org which has a complete section devoted to Parents

To Welcome Parents into our School, CES shall: (3.03.6; 5.04)

*Give parents information that encourage parents to:

- a. Become involved in the Collegeville Parent Teacher Organization
- b. Visit with the counselor/and or principal regularly or if a need arises.
- c. Volunteer in our school in a variety of ways.
- d. Contact his/her child's classroom teacher

*Publish a volunteer resource book that includes the parent interest survey and availability of volunteers to school staff members. The survey shows parental interests, frequency of wish to participate (may be only once a year), and lists options for those only available to work at home.

- a. Parents entering the building will be encouraged to volunteer their services.
- b. The parental interest survey will be included in the resource book.
- c. The parental contract for parental and school volunteers will be included in the resource book.

*Make available statements attesting to the school district's commitment to parental involvement by including such statements in the Collegeville Elementary handbook/agenda that is given to every child at the time of the child's entry in the school each year.

To Encourage Full Partnerships between School and Family, CES shall: (3.03.7; 5.05)

Recognize that a parent is a full partner in the decisions that affect his or her child and family by, but not limited to, the following:

- *Publish the school's process for resolving parental concerns (defining the problem, the chain of command, and how to develop solutions) in the Collegeville Elementary School's (Bryant School District's) handbook/agenda.
- *Schedule parental conferences at times agreed upon by the parents, teachers, and or principal.
- *Include parents on the handbook/agenda committee to review and update handbook/agenda annually.
- *Provide extra copies of the handbook/agenda so it will be available upon requests.
- *Involve parents on the Parental Involvement committee.
- *Utilize, where feasible, community resources in the instructional program of the school.

To Collaborate with Community Resources, CES shall: (3.03.8; 5.06; 5.07)

- *Utilize alumni parents and current parents in a variety of ways to provide advice and guidance for school improvement.
 - *Involve community patrons in the plan for school improvement as participants in advisory capacities.
 - *Work with community/business members to help with and promote activities within the school to strengthen school programs, family practices, and student learning.
- a. Ask for volunteers to visit the school and/or classrooms.
 - b. Ask for monetary or human resource support for activities/ programs.
 - c. Ask for referral services.
 - d. Publish community resources of Collegeville Elementary School in our newsletter and/or website.

*Enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school. PTO officers will be utilized in decisions affecting CES children and families.

The Principal(s) of Collegeville Elementary School shall: (5.08)

*Designate at least one certified staff member that is willing to serve as parent facilitator to organize meaningful training for staff and parents promoting and encouraging a welcoming atmosphere to foster parental involvement in the school.

*Seek supplemental payment for the designated employee.

*Show parental involvement as an asset to the school.

The Bryant School District will require (2) two hours of staff development on Parental Involvement every 4 years for elementary teachers to enhance their understanding of effective parenting. These two hours may be included in the teacher's required (60) sixty hours of staff development required annually by the state.

The Bryant School District will require (3) three hours for district administrators of staff development designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

CES will support the ongoing development, implementation, and regular evaluation of the program to involve parents in the decisions and practices of the school, using, to the degree possible, components listed in this document (3.03.9). Collegeville Elementary School will annually review and update the parental involvement plan and submit it to Mrs. Tina Kimbrell with the Bryant School District.

Collegeville Elementary School Parental Involvement Plan will be reviewed by the Department of Education as part of the Bryant School District's Parental Involvement Plan.

To learn more about our Parental Involvement Plan or other ways you may become involved at Collegeville Elementary, please contact Becky Bahnks, Parental Involvement Coordinator, at bbahnks@bryantschools.org or at 501-847-5670.

If you are in need of any informational documents not accessible through teacher, school, or district websites, please contact Becky Bahnks at bbahnks@bryantschools.org or the main office at 501-847-5670 to request a paper copy.

To get more information and updates about Collegeville's Parent Teacher Organization, "Like us" on Facebook at Collegeville PTO, or you may contact Candi Coats, PTO President, through our school number of 847-5670.

To learn more information about our district's Parent Center and the services it provides, please contact Katie Brooks, District Parent Coordinator, at kbrooks@bryantschools.org or at 501-653-5083. The Parent Center is located behind Bryant Elementary School in building 34. The Parent Center hours are from 8:00 a.m. - 4:00 p.m. or by appointment.

Collegeville Activities Calendar 2018-2019

- These are scheduled activities as of September 1, 2018. Additional activities and dates may be added throughout the school year. Dates are subject to change. Please see the latest school calendar for updated information.

August

- Open House K-5 (August 9, 2018) – CES Faculty and Tami Edwards, Facilitators
- Distribute Informational Packets (August 9, 2018) – Open House
- Salt Bowl PB Food Drive (August 14-23, 2018) – Becky Bahnks, Facilitator
- PTO Fundraiser Kickoff (August 30, 2018) - Tami Edwards, PTO Facilitators
- Weekly Teacher Newsletters/School Newsletters

September

- Labor Day Holiday (September 3, 2018) - Schools Closed
- Parent Volunteer Orientation (September 7, 2018) - Tami Edwards, Becky Bahnks Facilitators
- Electric Magic Safety Show (September 21, 2018) - Becky Bahnks, Facilitator
- KICKS 5 Interviews (September 14, 2018) - Becky Bahnks, Facilitator
- Big Brother/Big Sister Kickoff (September TBA) - Becky Bahnks, Facilitator
- Pee Wee Cheer Clinic (September 18, 2018)
- Mid-term Progress Reports (September 17, 2018)
- LPAC Committee Meeting (September 10, 2018) - Andrea Willis, Facilitator
- 5th Grade Leadership Training (September 20, 2018) - Becky Bahnks, Facilitator
- Title One Report to the Public (September 27, 2018) - Tami Edwards, Facilitator
- PTO Tailgate (September 27, 2018)
- Parent Involvement Meeting (September 28, 2018) – Becky Bahnks, Facilitator
- Hornet Character Awards (September 28, 2018) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletters

October

- Fire Prevention Week/Bryant Fire Dept. Presentation (October 2, 2018)
- Cooper Anthony Advocacy Center Presentation (October 4, 2018)
- Fall Picture Day (October 9, 2018) - Kelle Perryman, Facilitator
- CES Flu Clinic (October 15, 2018) - Tamara Moore, Facilitator
- Parent/Teacher Conferences/Early Dismissal (October 25, 2018) - CES Faculty, Facilitators
- Teacher PD Day (October 29, 2018) - No school for students
- Red Ribbon Week (October 22-26, 2018) – Becky Bahnks, Facilitator
- Fall Treat Day (October 31, 2018) - CES Faculty, Facilitators
- Hornet Character Awards (October 31, 2018) - Becky Bahnks, Facilitator
- Kindergarten Character Day (TBA) - Kindergarten Teachers, Facilitators
- Weekly Teacher Newsletters/School Newsletters

November

- Kindergarten Cowboy Day (November 9, 2018) - Kindergarten Teachers, Facilitators
- Veteran's Day Program (November 6, 2018) - Amanda Hooper, Facilitator

- Fall Picture Make-Up Day (November 13, 2018) - Kelle Perryman, Facilitator
- 5th Grade Leadership Training (TBA) - Becky Bahnks, Facilitator
- Family Thanksgiving Lunch (November 15, 2018)
- School Canned Food Drive (Mid November – Dates TBA) – Becky Bahnks, Facilitator
- Thanksgiving Holiday (November 19-23, 2018) - Schools Closed
- PTO Fall Book Fair (November 26-30, 2018)
- Hornet Character Awards (November 30, 2018) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletters

December

- 3rd Grade Musical Performance (December 13, 2018) - Amanda Hooper, Facilitator
- Classroom Holiday Events/Activities (December 20, 2018)
- Holiday Sing Along (December 21, 2018) - Amanda Hooper, Facilitator
- Hornet Character Awards (December 21, 2018) - Becky Bahnks, Facilitator
- Holiday Break (December 24-January 4, 2018) - Schools Closed
- Weekly Teacher Newsletters/School Newsletters

January

- Dr. Martin Luther King Holiday (January 21, 2019) - Schools Closed
- Weekly Teacher Newsletters/School Newsletters
- Random Acts of Kindness (January Dates TBA) - Becky Bahnks, Facilitator
- Wall of Hearts Fundraiser (January Dates TBA) - Becky Bahnks, Facilitator
- Hornet Character Awards (January 25, 2019) - Becky Bahnks, Facilitator

February

- Class Group Pictures (February 7, 2019) - Kelle Perryman, Facilitator
- Father/Daughter Dance (February 8, 2019)
- Valentine's Day Treat Day (February 14, 2019) – CES Teachers, Facilitators
- Presidents' Day (February 18, 2019) - No school for students
- PTO Boosterthon Kickoff (February 19, 2019)
- Hornet Character Awards (February 22, 2019) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletters

March

- PTO Fun Run (March 1, 2019)
- Spring Treat Day (March 8, 2019) - Classroom Teachers, Facilitators
- Spring Pictures (March 13, 2019) - Kelle Perryman, Facilitator
- Parent/Teacher Conferences/Early Dismissal (March 14, 2019) - Classroom Teachers, Facilitators
- Teacher PD (March 15, 2019) - No School for Students
- Spring Break (March 18-22, 2019) - Schools Closed
- Hornet Character Awards (March 29, 2019) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletters

April

- Cooper Advocacy Center Prevention Program (April 8, 2019) - Becky Bahnks, Facilitator
- PTO Breakfast Buddies (April 12, 2019)

- Kindergarten and 5th Grade Graduation Pictures (April 18, 2019) - Kelle Perryman, Facilitator
- Earth Day Celebration (April 18, 2019) - Classroom Teachers, Facilitators
- Good Friday (April 19, 2019) - No school
- ACT Aspire Summative Testing Grades 3-5 (April 23-25, 2019) - Becky Bahnks, Facilitator
- Hornet Character Awards (April 26, 2019) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletters

May

- Kindergarten Graduation Program (May 22, 2019) – Kindergarten Teachers, Facilitators
- 5th Grade Graduation Program (May 22, 2019) – Grade Level Teachers, Facilitators
- CES Field Day (May 10, 2019)
- Hornet Character Awards (May 17, 2019) - Becky Bahnks, Facilitator
- Weekly Teacher Newsletters/School Newsletter

Additionally, each month CES provides to Parents:

- *Student’s Classroom Folder Communication and Information
- *Email/Text/Phone Communication
- *Blackboard Communication
- *Updated Webpage Information

**Collegeville Elementary School
Parent Involvement Committee Members**

Becky Bahnks – Parent Involvement Coordinator
 Candi Coats - PTO President/Parent
 Jennifer Buford - Parent
 Sandy Orender - Parent
 Kelle Perryman – Alumni Parent/Staff
 Kass Seidenschnur - Teacher
 Tami Edwards- Principal