

## **Calico Rock Elementary**

### **Parent Involvement Plan**

**2015-2016**

Philosophy: We recognize the family as the primary influence in a child's life.

We believe:

- A child's education is a responsibility shared by school staff and family during the entire time they are in school.
- Families and school staff must work together as partners.
- Families must play a positive role in providing for students.

To support the belief of the Calico Rock Elementary Public School system, the students, parents, alumni, and community must work as knowledgeable partners. The K-6 Parental Involvement Plan will include, but is not limited to, the following components in order to have a successful parental involvement program:

#### **I. Program Components**

A. Parent, Alumni, and Community Involvement\* Calico Rock Elementary School will provide the following opportunities to involve parents, alumni, and community:

- i. Development of a Parent, Alumni, and Community Involvement committee.\*
- ii. The plan will be developed by the above committee.\*
- iii. The plan will be disseminated to all district patrons.\*

#### **B. Volunteer Plan**

- i. The committee will extend an invitation to all parents to volunteer.
- ii. The committee will survey parents regarding their abilities and interests as volunteers.\*
- iii. The principal will conduct a needs assessment at the building level to ascertain the degree of needs. A list of needs will be compiled and distributed to parents.\*
- iv. An orientation will be held to inform volunteers about the school.
- v. The committee will provide a volunteer resource book for teachers listing the interests and availability of volunteers.\*

#### **C. Activities and Events\***

- i. Open House\*
- ii. Monthly calendar of school events will be distributed to parents.
- iii. Annual Report to the Public
- iv. Parents Make a Difference\*
- v. Family Nights
- vi. PATCH meetings

#### **D. Resource Materials\***

- i. Parenting books, pamphlets, and handouts.\*
- ii. State resources
- iii. Career resources
- iv. Parent Checkout available for family games and curriculum hands on materials

- v. Internet resources
  - vi. School website
- E. Recognition of Parents
  - i. Volunteer Recognition
  - ii. Child care room for children during PATCH meetings.
  - iii. A notice of thanks will be published in the newspaper to all parents who participated in both parent-teacher conferences.
- F. Information Kits\*

Parent kits containing pertinent school information will be furnished to each parent. Each kit will contain:

  - i. The school telephone number and address, e-mail address, website, and list of school employees and their job titles.\*
  - ii. Description of school's Parental Involvement Program\*
  - iii. Responsibility of the parent, student, teacher, and school.
  - iv. Parent's Right to Know Letter.\*
  - v. Student handbook which includes the school year calendar.
  - vi. Dates of the two scheduled parent/teacher conferences.
  - vii. List of resources available in the Parent Center.
- G. Parent Center\*

A Parent Center will be established in each school of the district. The Parent Center is located at the Elementary campus. It will be open on each Monday of the week from 3:00-5:00 p.m. The parent facilitator will be Lisa Cullen.
- H. School Policies\*

Calico Rock Elementary School encourages parental involvement and participation.

  - i. The Policy regarding checkout and pick-up procedures will be located in the office.\*
  - ii. Procedures for classroom visitation during school events will be located in each individual office.
  - iii. Staff development requirements will include a minimum of two hours for teachers and three hours for administrators in effective parental involvement strategies\*
- I. Parent Facilitator\*

The principal will designate one certified staff member as Parent Facilitator to organize meaningful training for staff and parents. An encouraging and welcoming atmosphere should be provided for parental involvement in the school. Efforts to ensure that parental participation is recognized as an asset to the school should be undertaken. Name, location, and contact telephone numbers will be provided.

\*Denotes requirements in Act 603 of 2003