

# Lawrence County School District

## Parental Involvement Plan

The Lawrence County School District (LCSD) which includes Walnut Ridge Elementary (WRES) and Walnut Ridge High (WRHS) recognizes the need for strong parental involvement in the educational process of our students. In compliance with Act 307 of 2007, Act 397 of 2009, and in conjunction with the General Assembly of the State of Arkansas, the LCSD has established the following plan.

1. A child's education is the responsibility shared by the school and family the entire time the child spends in school.
2. In order to support the goal of the schools to educate all students effectively, the schools and parents must work as knowledgeable partners.
3. Although parents are diverse in culture, language, and needs, they are an integral component of a school's ability to provide for the educational success of their children.
4. Engaging parents is essential to improve student achievement.
5. Schools should foster and support active parental involvement.

According to Act 307 of 2007 and/or Act 397 of 2009, Arkansas Code § 6-15-1702:

The LCSD, in collaboration with its parents, established a parental involvement plan which includes programs and practices that enhance parental involvement and reflect the specific needs of our students and their families. Dyan Heard (WRS Parent Center Facilitator), Lindsey Romine (WRS Parent Center Coordinator) Lee Ann Cheadle (WRES Principal), and Jacob Kersey (WRHS Principal) at the Walnut Ridge Schools, will be supervising the Parent Involvement Policy at their schools and making sure it is sent home and written in a language and form parents can understand.

I. The parental involvement program at LCSD shall:

(A) Involve parents of students at all grade levels in a variety of roles;

(B) Be comprehensive and coordinated in nature;

(C) Recognize that communication between home and school:

(1) Should be regular, two-way, and meaningful.

(2) To encourage communication with parents, each school in LCSD shall prepare an informational packet to be distributed annually to the parent of each child in school, appropriate for the age and grade of the child, describing:

(a) The school's parental involvement program;

(b) The recommended role of the parent, student, teacher, and school;

(c) Ways for the parent to become involved in the school and his or her child's education;

(d) A survey for the parent regarding his or her interests concerning volunteering at the school;

(e) Activities planned throughout the school year to encourage parental involvement; and

(f) A system, through e-mails, newsletters, phone calls, and notes sent home, to allow the parents and teachers to communicate in a regular, two-way, and meaningful manner with the child's teacher and the school principal.

(3) Each school may plan and engage in other activities determined by the school to be beneficial to encourage communication with parents;

II. Responsible Parenting

(A) Promote and support responsible parenting.

(B) To promote and support responsible parenting, the individual schools shall, as funds are available:

(1) Purchase parenting books, magazines, and other informative material regarding responsible parenting through the school library and/or parent center, advertise the current selection, and give parents an opportunity to borrow the materials for review;

(2) Create parent centers; and

(3) Plan and engage in other activities determined by the schools of the LCSD to be beneficial to promoting and supporting responsible parenting;

III. Involve parents of students at all grade levels in a variety of roles;

(A) Acknowledge that parents play an integral role in assisting student learning.

(B) To help parents in assisting students, each school in the LCSD shall:

(1) Schedule regular parent involvement meetings at which parents are given a report on the state of the school and an overview of:

(a) What students will be learning;

(b) How students will be assessed;

(c) What parents should expect for their child's education; and

(d) How a parent can assist and make a difference in his or her child's education;

(2) Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:

(a) Role play and demonstration by trained volunteers;

(b) The use of and access to Department of Education website tools for parents;

(c) Assistance with nutritional meal planning and preparation; and

(d) Other strategies or curricula developed or acquired by the schools of the LCSD for at-home parental instruction approved by the Department of Education; and

(3) Engage in other activities determined by each school of the LCSD to help a parent assist in his or her child's learning;

#### IV. Welcome parents into LCSD and its schools

(A) Seek parental support and assistance.

(B) To welcome parents into the schools of the LCSD, the school shall:

(1) Not have any school policies or procedures that would discourage a parent from visiting the school or from visiting a child's classrooms;

(2) Parent Center staff will compile a volunteer resource book listing the interests and availability of volunteers so that staff in the LCSD may:

(a) Determine how frequently a volunteer would like to participate, including the option of just one (1) time per year;

(b) Include options for those who are available to help at home; and

(c) Help match school needs with volunteer interests;

(d) Engage in other activities determined by the school to welcome parents into the school;

#### V. Parents are full partners

(A) Recognize that a parent is a full partner in the decisions that affect his/her child and family.

(B) To encourage a parent to participate as a full partner in the decisions that affect his or her child and family, the school shall:

(1) Include in each school's policy handbook of the LCSD, the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions;

(2) Sponsor seminars to inform the parents of each school of the LCSD's students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities; and

(3) Engage in other activities that the individual school determines will encourage a parent to participate as a full partner in the decisions that affect his or her child and family;

## VI. Community Resources

(A) Recognize that community resources strengthen school programs, family practices, and student learning;

(B) To take advantage of community resources, the schools of the district shall:

(1) Consider recruiting alumni from the schools of the LCSD to create an alumni advisory commission to provide advice and guidance for school improvement;

(2) Parent Teacher Association

(a) Each school's Parent Teacher Association will foster parental and community involvement within the school.

(b) Leaders of this organization shall be utilized in appropriate decisions affecting the children and families.

(3) Engage in other activities that the individual schools of the LCSD determines will use community resources to strengthen school programs, family practices, and student learning; and

VII. Support the development, implementation, and regular evaluation of the program to involve parents in the decisions and practices of the individual schools', using, to the degree possible, the components listed in this section.

(A) The principal of each school of the LCSD has designated one (1) certified staff member who is willing to serve as a parent facilitator to:

(1) Help organize meaningful training for staff and parents;

(2) Promote and encourage a welcoming atmosphere to foster parental involvement in the school; and

(3) Undertake efforts to ensure that parental participation is recognized as an asset to the school.

(a) The certified staff member serving as a parental facilitator shall receive supplemental pay for the assigned duties as required by law.

(b) The school will compensate a certified teacher.

Section 2. According to Arkansas Code § 6-15-1703 Staff Development, the LCSD's Parental Involvement Plan and the State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require:

- A) 6.04.2.1 In the 2014-2015 school year and every fourth school year thereafter, each educator shall be required to have two (2) hours of professional development designed to enhance understanding of effective parent involvement strategies.
- B) 6.04.2.2 In the 2014-2015 school year and every fourth school year thereafter, each administrator shall be required to have two (2) hours of professional development designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parent participation.

I. Each school in the LCSD provides training at least annually for volunteers who assist in an instructional program for parents.

Section 3. Arkansas Code § 6-15-1705 Incorporation of parental involvement into teacher education programs.

The Department of Education and the Department of Higher Education shall collaborate with institutions of higher education to incorporate into teacher and administrator education programs instruction regarding:

- (A) The importance of parental involvement; and
- (B) Successful strategies for encouraging parents to be partners in their child's education; and
- (C) The relationship between cultural diversity and parental involvement.

## **Appendix D: District wide Parental Involvement Policy**

### **PART I. GENERAL EXPECTATIONS**

The LCSD agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and

each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.

- The LCSD will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the LCSD and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the LCSD will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The LCSD will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The LCSD will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- a) that parents play an integral role in assisting their child's learning;
- b) that parents are encouraged to be actively involved in their child's education at school;
- c) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
- d) the carrying out of other activities, such as those described in section 1118 of the ESEA.**

- The Center for Effective Parenting serves as the Arkansas State Parent Information & Resource Center (PIRC) which is funded by a grant from the U.S. Department of Education (84.310A). This program involves a multi-target/multi-method approach to improve the developmental progress of children and to improve academic achievement.
- The program focuses many of its efforts statewide but has centers in Northwest Arkansas (Jones Center for Families in Springdale) and in Little Rock (UAMS Department of Pediatrics and Arkansas Children's Hospital). This allows for services to be provided to a broad representation of parents including those from both rural and urban areas, low-income populations, and minority groups.

The AR State PIRC/Center for Effective Parenting is a collaborative project of:

**Jones Center for Families <http://thejonescenter.net/>**  
**University of Arkansas for Medical Sciences**  
**Arkansas Children's Hospital**

- Information for the Arkansas State PIRC can be found at <http://www.parenting-ed.org>. Other helpful resources may include:

The Parental Involvement Title I, Part A Non Regulatory Guidance: <http://www.arkansased.org/divisions/learning-services/federal-programs/title-i-part-a> and Toolkit for Parental Involvement at <http://www.sedl.org/connections/toolkit>

**PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

1. The LCSD will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA **(F)**. Each school will build the schools' and parents' capacity for strong parental involvement as explained in ESEA Title I Part A Section 1118(e) **(C)**:
  - Lee Ann Cheadle (WRES Principal) and Jacob Kersey (WRHS Principal) will provide joint collaboration with parents, community stake holders, and teachers to ensure that parents and community members are actively engaged in contributing to the development of ACSIP.
  - Parents will be involved in an organized, ongoing, and timely way in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide plan.

2. The LCSD will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA **(A)**:
  - Walnut Ridge Elementary, and Walnut Ridge High Schools will conduct an annual meeting no later than May 29, 2015, to review the effectiveness of the parental involvement policy. At this meeting we will also update the policy for the 2015-16 Title I, Part A program for all schools. Dyan Heard, Parent Center Facilitator, will conduct the meeting at the Walnut Ridge campuses. She can be reached at (870)819-0441 or [dyan.heard@bobcats.k12.ar.us](mailto:dyan.heard@bobcats.k12.ar.us).
  - Parent volunteers and staff organize and run the school's Parent Teacher Organization and conduct parent involvement meetings. These meetings will help acknowledge that parents play an integral role in assisting student learning and how a parent can assist and make a difference in his or her child's education. Meetings are held once a month. Faculty, staff, students, and parents attend these meetings. These meetings are conducted to provide assistance to parents in understanding content, how to monitor a child's progress; standards, what students will be learning, academic assessments, and to provide materials and training to help parents work with their children to improve and understand academic achievement for their child's education.
3. The LCSD will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance **(B)**:
  - The LCSD offers parental involvement activities through the Walnut Ridge Parent Center. Mrs. Romine will coordinate and integrate parent involvement programs and activities. Teachers and parents are able to write out prescriptions for students when necessary and the Mrs. Romine fills the prescription as she receives them. The Parent Center Coordinator will assist parents in filling academic prescription filled out by the teachers. The Parent Center will provide materials and training to help parents work with their children to improve. Information packets will be available to parents through parent center and building offices. Tips for parents on how to foster their child's success will be shared with parents. The packets will also contain information to inform parents on how to incorporate developmentally appropriate learning activities in the home environment. Materials are available upon request in the parent center. All information related to school and parent programs will be sent to parents to the extent practical in a language all parents can understand.
  - LCSD Title I will maintain equipment and previously purchased items for the Parent Center intended for parental involvement and/ or parental training.
  - Lindsey Romine (WRS Parent Center Coordinator) will send home a list of parenting books, magazines, etc. that is available to parents through school

libraries and/or Parent Center. Lindsey Romine is available to provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment. Mrs. Romine will be available to provide reasonable support for parental involvement activities as parents may request.

- Lee Ann Cheadle (WRES Principal), Kelly Rider (WRES Counselor) and/or Jacob Kersey (WRHS Principal) will conduct ongoing site visits to observe parental involvement practices.
4. The LCSD will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: Such as: Head Start, Reading First, and State-operated preschool programs by: Lee Ann Cheadle (WRES Principal), Lindsey Romine (Parent Center Coordinator), Dyan Heard (Parent Center Facilitator), and/or Brooke Bramlett (Literacy Coach) (#4).
- Each year, schools of the LCSD offer a volunteer training for parents and members of the community who wish to volunteer their time to the school.
  - WRES will collaborate with BRAD Head Start to transition students in LCSD. Teachers and principals in WRES will participate in joint transition conferences, and schedule an early spring visit to the campus for pre-school students.
  - Lee Ann Cheadle (WRES Principal) and Kelly Rider (WRES Counselor) will collaborate with Head Start and ABC parents to encourage participation in Pre-Kindergarten Registration/Parent Night. The LCSD provides parent involvement strategies for parents and students in the public and private preschool programs by providing a day for the parents and students to visit the kindergarten classrooms. Informational packets are sent home with the parents and students.
  - Parent Involvement Meetings conducted by Lee Ann Cheadle (WRES Principal), Lindsey Romine (WRS Parent Center Coordinator), Dyan Heard (WRS Parent Center Facilitator), and/or Brooke Bramlett (Literacy Coach) will be held annually in collaboration with local agencies and community leaders to provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment. Volunteers to speak at these meetings include: Sheriff's office, Mid-South Health on ADD/ADHD, and various presentations on health and wellness.
5. Each school in the LCSD will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have

limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies **(E)**.

- The Parent Center Coordinator will evaluate effectiveness of Parental Involvement, the Parental Involvement Policy, and the efficient use of academic and non-academic activities in Parent Center by conducting annual assessments through attendance records, surveys provided by Lindsey Romine with the assistance of parents, and test data.
- The LCSD will evaluate the Parent Center for support of educational programs and encourage Parental Involvement. Program Evaluation: 1. this intervention is designed to ensure that all students have an opportunity to obtain an adequate education and demonstrate proficiency on all portions of the state-mandated assessments. The Parent Center Program helps support educational programs and parental involvement. 2. Students and parents have access to the Parent Center every day for supplemental support and remediation materials as prescribed by teachers or chosen by parents. These items can be checked out for use at home. 3. Parent Center Surveys were placed in Family Kits.

## Policies

1. The LCSD will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
  - A. The LCSD will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --
    - the State's academic content standards,
    - the State's student academic achievement standards,
    - the State and local academic assessments including alternate assessments, such as Target Testing,
    - the requirements of Part A,
    - how to monitor their child's progress, and
    - how to work with educators:

- The WRS Parent Center will be opened daily to give assistance to parents in any or all of these areas. The Parent Center Facilitator, Dyan Heard, who is also the Title I Director for Walnut Ridge Elementary and High School, will also be available to answer questions or schedule meetings.
- Parent volunteers and staff organize and run the school's Parent Teacher Organization and conduct parent involvement meetings. These meetings will help acknowledge that parents play an integral role in assisting student learning and how a parent can assist and make a difference in his or her child's education. Meetings are held once a month. Faculty, staff, students, and parents attend these meetings. These meetings are conducted to provide assistance to parents in understanding content, how to monitor a child's progress; standards, what students will be learning, academic assessments, and to provide materials and training to help parents work with their children to improve and understand academic achievement for their child's education.

B. The LCSD will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- Coordination of funds will be used by the Dyan Heard (Parent Center Facilitator) and Lindsey Romine (Parent Center Coordinator) to select and purchase materials necessary to assist parents in helping their children succeed in school.
- A Parent Center Coordinator has been hired to coordinate and integrate parent involvement programs and activities.
- The Parent Center Coordinator and Facilitator will see that all aspects of ACT 307 and ACT 397 are met completely. Perform the following activities in accordance with Parental Involvement ACT 307 and ACT 397: Continue regular, two-way, and meaningful communication between school and home with homework folders, progress reports, phone calls to parents, and two Parent/Teacher conferences. Information packets will be sent home that will include parental involvement policy. These informational packets will be made available throughout the year for parents. All communication to parents is sent to the extent practical in a language the parents can understand.

- The Parent Center Coordinator will assist parents in filling academic prescription filled out by the teachers. The Parent Center will provide materials and training to help parents work with their children to improve academic achievement.
  - The principals will provide opportunities for parents to become partners with the school in promoting the education of the child at school and at home. This will be done by posting educational bulletins on website. The bulletins will be posted electronically monthly and can be downloaded and printed by the parent.
  - The Parent Center Coordinator will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environments. The Parent Center Coordinator will send home instructions on the use of and access to Department of Education website through the Parent Center website and newsletters.
- C. The LCSD will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Professional Development will be provided to educate teachers, principals, and other staff in the importance of effective communication, value and utility of contributions of parents. Lee Ann Cheadle (WRES Principal) and Jacob Kersey (WRHS Principal) will be responsible for seeing this is provided in collaboration with the Northeast Arkansas Cooperative.
    - In the 2014-2015 school year and every fourth school year thereafter, each educator shall be required to have two (2) hours of professional development designed to enhance understanding of effective parent involvement strategies.
    - In the 2014-2015 school year and every fourth school year thereafter, each administrator shall be required to have two (2) hours of professional development designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parent participation.
- D. The LCSD will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for

Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Hold an annual Volunteer Training for volunteers who assist in an instructional program for parents. Parent volunteer handbooks will be handed out to parents by teachers. Results from parent surveys are distributed to teachers with contact information for parent willing to volunteer.
  - Walnut Ridge Elementary will collaborate with BRAD Head Start to transition students to Walnut Ridge Elementary. Teachers and principal will participate in joint transition conferences, and schedule an early spring visit to the campus for pre-school students.
  - The principals and counselors will collaborate with Head Start and ABC parents to encourage participation in Pre-Kindergarten Registration/Parent Night. The LCSD provides parent involvement strategies for parents and students in the public and private preschool programs by providing a day for the parents and students to visit the kindergarten classrooms. Informational packets are sent home with the parents and students.
- E. The LCSD will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- The Parent Center Coordinator and Facilitator will see that all aspects of ACT 307 and ACT 397 are met completely. Perform the following activities in accordance with Parental Involvement ACT 307 and ACT 397: Continue regular, two-way, and meaningful communication between school and home with homework folders, progress reports, phone calls to parents, and two Parent/Teacher conferences. Information packets will be sent home that will include parental involvement policy. These informational packets will be made available throughout the year for parents. All communication to parents is sent to the extent practical in a language the parents can understand.

### **PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- in order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- adopting and implementing model approaches to improving parental involvement;
- establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.

**PART IV.    ADOPTION**

The *LCSD school* wide Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by an annual Parental Involvement Meeting.

This policy was adopted by the **LCSD** on October 1, 2014, and will be in effect for the period of one year .The school district will distribute this policy to all parents of participating Title I, Part A children on or before October 18, 2014.

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*(Signature of Authorized Official)*

**September 30, 2014**

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*(Date)*

## **SCHOOL-PARENT COMPACT**

*The **LCSD** and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during school year 2014-2015.*

### **SCHOOL-PARENT COMPACT PROVISIONS**

(Provisions in bold type in this section are required to be in the Title I, Part A school-parent compact)

#### **School Responsibilities**

The LCSD K-6 will:

- 1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**
  - The LCSD has Highly Qualified Teachers on staff that has the ability to teach their high-quality curriculum and give instruction in a supportive and effective learning environment. This enables our children to meet and/or surpass Arkansas' ACTAAP achievement standards.
- 2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.**

Specifically, those conferences will be held:

  - Teachers will meet with parents twice a year October 17, 2014 (the first Friday after the end of the 1<sup>st</sup> nine week) and March 19, 2015 (after the 3<sup>rd</sup> nine weeks grading periods) at Parent Teacher Conferences to formulate and analyze student's academic growth and finalize AIPs.
- 3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
  - Students will receive reports of their progress in the middle of each nine week period, report cards at the end of each nine week period. Grades are also posted on Teachers' web pages.
- 4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:**
  - Each staff member has a work period daily to consultant with parents, as needed. Two days are set aside each school year for Parent-Teacher

Conferences. If a parent is not able to attend, teachers contact the parent(s) in other ways, such as: phone calls, e-mails, postal mail, etc.

**5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:**

- Parents are always welcome on the LCSD campus. We hold an annual VOLUNTEER TRAINING for volunteers who assist in an instructional program for parents. A Parent Activity Evaluation survey will be passed out at the beginning of the school year and a Parent Volunteer Handbook will be created by Lindsey Romine. These handbooks will be shared with parents, staff and the community. A Parent Activity Evaluation results from parent surveys are distributed to teachers with contact information for parents willing to volunteer.

**Parent Responsibilities**

**We, as parents, will support our children's learning in the following ways:**

- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Monitoring amount of television their children watch.*
- *Volunteering in my child's classroom.*
- *Participating, as appropriate, in decisions relating to my children's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.*

**Student Responsibilities**

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- *Do my homework every day and ask for help when I need to.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.]*

<u>LCSD</u>	<u>Parent(s)</u>	<u>Student</u>
School		
<u>Date</u>	<u>Date</u>	<u>Date</u>

**(PLEASE NOTE THAT SIGNATURES ARE NOT REQUIRED)**

## **Addendum**

The LCSD's parental involvement policy which applies to all parents meets the requirements of Title I, Part A. [§ 1118 of ESEA]

### **Parent Involvement Policy Requirements District and School**

As required by Elementary and Secondary Education Act (Section 1118)

<b>District Parent Involvement Policy</b>	<b>School Parent Involvement Policy/Plan</b>
<p>Each Title I served <b>district</b> must:</p> <ul style="list-style-type: none"> <li>• Develop jointly, agree on with and distribute to parents of Title I served students a written parent involvement policy that must be incorporated into the district's policy developed under Section 1112.</li> <li>• Establish the district's expectation for parent involvement.</li> </ul>	<p>Each Title I served <b>school</b> in a district must:</p> <ul style="list-style-type: none"> <li>• Develop jointly, agree on with and distribute to parents of participating students a written parent involvement policy that describes the means for carrying out the policy requirements.</li> </ul>
<p>Each Title I district will:</p> <p>A. Involve parents in–</p> <ul style="list-style-type: none"> <li>○ The joint development of the policy under Section 1112.</li> <li>○ The process of school review and improvement under Section 1116.</li> </ul>	<p>Each Title I school will:</p> <p>A. Convene an annual meeting, at a convenient time, to which all parents of participating children must be invited and encouraged to attend to inform parents of their school's participation in Title I, the requirements of the program, and the right of the parents to be involved.</p>
<p>B. Provide the coordination, technical assistance, and other support necessary to assist participating schools in the planning and implementing effective parent involvement activities to improve student academic achievement and school performance.</p>	<p>B. Offer a flexible number of meetings, such as in the morning or in the evening. Funds may be used to provide transportation, child care, or home visits, as the services relate to parent involvement.</p>
<p>C. Build the schools' and parents' capacity for strong parental involvement as explained in ESEA Title I, Part A Section 1118(e).</p>	<p>C. Involve parents in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I programs, including the planning, review, and improvement of the school parental involvement policy and the joint development of the schoolwide plan. If the school already has a process in place, it may use that process, if it includes an adequate representation of parents of</p>

	participating children.
<p>D. Coordinate and integrate parental involvement strategies with parent involvement strategies under other programs, such as:</p> <ul style="list-style-type: none"> <li>○ Head Start</li> <li>○ Reading First</li> <li>○ Early Reading First</li> <li>○ Even Start</li> <li>○ Parents as Teachers</li> <li>○ Home Instruction</li> <li>○ Preschool Youngsters</li> <li>○ State-run preschools</li> </ul>	<p>D. Provide parents of participating children:</p> <ul style="list-style-type: none"> <li>○ Timely information about Title I programs.</li> <li>○ A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.</li> <li>○ If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and to respond to any such suggestions as soon as practicably possible. If the schoolwide plan is unsatisfactory to the parents of participating children, submit parent comments when the school makes the plan available to the district.</li> </ul>
<p>E. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the school served including:</p> <ul style="list-style-type: none"> <li>○ Identifying barriers to greater participation of parents in Title I-related activities, with particular attention to parents who are economically disadvantaged or disabled, and parents who have limited English proficiency, limited literacy, or any racial or ethnic minority background. Revise the policy where necessary to address ways to overcome identified barriers.</li> </ul>	<p>E. As a component of the school parent involvement policy development, each school served shall jointly develop with parents of served children a school-parent compact that outlines how:</p> <ul style="list-style-type: none"> <li>○ Parents, the entire staff, and students will share the responsibility for improved 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 standards.</li> <li>○ The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet the state’s academic achievement standards.</li> <li>○ Each parent will be responsible for supporting their children’s learning; and participating, as appropriate, in decisions relating to the education of their children and positive</li> </ul>

	<p>extracurricular time.</p> <p>The compact will also address the importance of communication between teachers and parents on an on-going basis through, at a minimum:</p> <ul style="list-style-type: none"> <li>○ Parent-teacher conference in elementary schools, at least annually, during which the compact must be discussed as it relates to the individual child's achievement.</li> <li>○ Frequent reports to parents on their children's progress.</li> <li>○ Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.</li> </ul>
F. Involve parents in the activities of the schools served under this part. (Section 1118(a)(2) of ESEA)	

Provided by Arkansas Department of Education

Copies of the Parent Involvement Plan will be located for dissemination at the Parent Center and the Elementary, Middle, and High School Offices. They will also be available along with the Family Kits during Parent/Teacher Conferences. The Parental Involvement Plan can also be found on the school's website at

<http://www.bobcats.k12.ar.us/view/parental-involvement-plan>

District Parental Involvement Committee

Name	Position
Dyan Heard	District Parent Center Facilitator
Lindsey Romine	District Parent Center Coordinator
Lee Ann Cheadle	Principal
Jacob Kersey	Principal
Derek Bramlett	Assistant Principal
Brooke Bramlett	Literacy Coach
Leslie Burgin	Parent
DeeDee Bridges	Community Member
Jill Caldwell	Parent
Renee Linebaugh	Parent

AR  
Lawrence County School District  
508 East Free Street  
Walnut Ridge AR 72476  
870-886-6634

**District 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**

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**School Year**  
2016-2017

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**Superintendent**  
Terry Belcher

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**School Improvement Status**  
We are not in Academic Distress.

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

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**Enter committee members**

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**First Name**  
Dyan

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**Last Name**  
Heard

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**Position**  
Parent Center Facilitator

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**Enter committee members**

---

**First Name**  
Lee Ann

---

**Last Name**  
Cheadle

---

**Position**  
Walnut Ridge Elementary Principal

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**Enter committee members**

---

**First Name**  
Lindsey

---

**Last Name**  
Romine

---

**Position**  
Parent Center Coordinator

---

**Enter committee members**

---

**First Name**  
Brooke

---

**Last Name**  
Bramlett

---

**Position**  
Literacy Coach

---

**Enter committee members**

---

**First Name**  
Ashley

---

**Last Name**

Jones

**Position**  
Parent

---

**Enter committee members**

**First Name**  
Susan

**Last Name**  
Doyle

**Position**  
Parent

---

**Enter committee members**

**First Name**  
Linda

**Last Name**  
Osburn

**Position**  
Grandparent

---

**Enter committee members**

**First Name**  
Tonda

**Last Name**  
Brand

**Position**  
Parent

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**Goal 1: How will the LEA foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement?**

1. **REQUIRED**- Develop and disseminate district parental involvement policy.
2. **REQUIRED**- Dyan Heard, Parent Center Facilitator, will conduct an annual meeting in the spring to update policy for next year's Title I, Part A program. Parents will be invited through our website and newsletter to attend the annual meeting in the spring to update policy for next year's Title I, Part A program.
3. **REQUIRED**- Coordinate parental involvement activities with those of other programs such as Head Start program, Reading First program, Early Reading First program, Even Start program, Parents as Teachers program and Home Instruction Program for Preschool Youngsters and State-run preschool programs. Walnut Ridge Elementary will collaborate with BRAD Head Start to transition students to Walnut Ridge Elementary. Teachers and principal will participate in joint transition conferences, and schedule an early spring visit to the campus for pre-school students. The principal and counselor will collaborate with Head Start and ABC parents to encourage participation in Pre-Kindergarten Registration/Parent Night. The Walnut Ridge Elementary School provides parent involvement strategies for parents and students in the public and private preschool programs by providing a day for the parents and students to visit the kindergarten classrooms. Informational packets are sent home with the parents and students.
4. **REQUIRED**- Establish parental involvement contact person at each of the Title I, Part A schools. Dyan Heard, Parent Center Facilitator, and Lindsey Romine, Parent Center Coordinator, are the parental involvement contact people for the Walnut Ridge Elementary School and the Lawrence County School District.
5. **REQUIRED**- Dyan Heard, Parent Center Facilitator, and Lindsey Romine, Parent Center Coordinator, will conduct an annual review of the effectiveness of the parental involvement policy. During the fall, we will have a parent meeting to review the effectiveness of the parental involvement policy. Sign-in sheets, agenda, and minutes will be used for documentation.
6. **REQUIRED**- Develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools. During the spring, we will have a parent meeting to create an updated parental involvement policy. Sign-in sheets, agenda, and minutes will be used for documentation.
7. Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand.
8. **REQUIRED**- Involve parents in the process of school review and improvement under Section 1116 of NCLB.

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**Reviewer Response:**

 In Compliance

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**Reviewer Comments:**

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**Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement?**

1. **REQUIRED**- Conduct ongoing site visits to observe parental involvement practices. Lee Ann Cheadle, WRES principal,

and Kelly Rider, WRES Counselor, will conduct ongoing site visits to observe parental involvement practices.

2. Provide materials and training not otherwise available to assist parents in supporting their child's academic achievement.
3. **REQUIRED**- Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. The Parent Center will Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners.
4. **REQUIRED**- Dyan Heard, Parent Center Facilitator will ensure, to the extent possible, that information is sent home in a language and form parents can understand. All communications will be sent home in a language and form parents can understand.
5. Provide information on adult literacy training available in the community.
6. Provide a copy of the school policy at each school for parents to view as well as provide a copy to each parent.
7. **REQUIRED**- Dyan Heard, Parent Center Facilitator, will monitor each Title I, Part A school to ensure that each school performs the following tasks:
  - Develop parental involvement policy.
  - Offer flexible meeting times.
  - Provide information to parents about the school's program, include parent information guide.
  - Develop and use the School-Parent Compact.
  - Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. The WRES Parent Center will Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. Parents will sign-in at the Parent Center so that we will have a record of their visit.
8. Reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use.
9. Encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts.
10. Encourage parent participation through innovative scheduling of activities through strategies such as holding meetings at a variety of times, such as morning and evening, in order to maximize the opportunities for parents to participate in school-related activities.
11. Convene annual school meeting to inform parents of their school's participation in the development of the parental involvement policy and their right to be involved.

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**Reviewer Response:**

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 In Compliance

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**Reviewer Comments:**

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**Goal 3: How will the district build the school's capacity for strong parental involvement?**

1. **REQUIRED**- Dyan Heard, Parent Center Facilitator, will provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A.
2. **REQUIRED**- Assist in the development of parent engagement groups at each school. A PTO has been implemented at the Walnut Ridge Elementary School.
3. LeaAnn Cheadle, principal, will encourage the formation of partnerships between schools and local businesses that includes roles for parents.
4. Provide resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their child.
5. **REQUIRED**- Lindsey Romine, Parent Center Coordinator, will involve parents through an annual survey to improve school effectiveness. A survey is sent home to parents each year.
6. Approve reasonable and necessary expenses associated with parental involvement activities.
7. **REQUIRED**- Provide any reasonable support for parental involvement at the request of participating Title I, Part A schools. Support is given for parental involvement at the school's request

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**Reviewer Response:**

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 In Compliance

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**Reviewer Comments:**

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**Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation?**

1. **REQUIRED** - Lindsey Romine, Parent Center Coordinator, will survey parents annually, including questions to identify barriers to parental involvement. A survey is sent home annually. Things included in the survey are parent interests, if they would like to volunteer in the classroom, volunteer in the Parent Center, and suggestions to make the Parent Center more effective and efficient.
2. **REQUIRED**-Dyan Heard, Parent Center Facilitator, will provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. Parents will be invited to assist in the development of evaluations procedures and data analysis.
3. Develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year.
4. **REQUIRED**- Dyan Heard, Parent Center Facilitator, will use finding from evaluation process to:
  - Make recommendations to each participating school for parental involvement policy revision.
  - Provide suggestions for designing school improvement policies, as they relate to parental involvement. Parents will be able to add input and suggestions for school improvement policies as they relate to parental involvement.
5. **REQUIRED**- Lindsey Romine, Parent Center Coordinator, will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Each year a parent activity evaluation report will be shared with parents, staff and the community.

**Reviewer Response:**

 In Compliance

**Reviewer Comments:**

**Goal 5: How will the district involve parents n the joint development of the district Title I Application under section 1112 (ACSIP)?**

Dyan Heard, Parent Center Facilitator, will recruit parents to serve on district ACSIP committee to develop the Title I Application.

Lindsey Romine, Parent Center Coordinator, will involve parents through a survey every other year to improve district effectiveness.

**Reviewer Response:**

 In Compliance

**Reviewer Comments:**