

Pottsville K-6 Parental Involvement Plan 2014-2015

Pottsville School encourages parents to become actively involved in their child's education. Engaging parents is essential to improve student achievement. Pottsville School recognizes three very important factors with regard to parental involvement in the education of students:

- A child's education is a responsibility shared by school and family during the entire time the child spends in school.
- School and parents must work as knowledgeable partners to educate all students effectively.
- Parents play an integral role in assisting learning.

When parents are actively involved in their children's education, they do better in school. It is essential for parents to have a positive attitude regarding education, and to demonstrate trust that their children can do well. When parents become involved, both students and the school benefit:

- Grades and test results are higher.
- Students' attitudes and behavior are more positive.
- Academic programs are more successful.
- The school, as a whole, is more effective.

The purpose of the Parental Involvement Plan is to describe programs and practices in place at Pottsville K-6 that create and support active parental involvement and meet the needs of students and their families. Copies of this plan will be provided to students at the beginning of each school year. Copies are also available through the school office or the Parent Center. Please feel free to contact our K-6 Parent Involvement Coordinators- Jayme Wooten, at 968-2133 and Sherry Wilson, at 890-6631 with any questions regarding parental involvement at Pottsville K-6.

Parent – Teacher Conferences

Effective communication between home and school should be regular, two-way and meaningful. To facilitate effective communication, the school schedules school-wide conferences once each semester, at the end of the 1st and after the 5th week of the 3rd nine weeks grading periods. The purpose of these conferences is to discuss your child's strengths, weaknesses, and areas where you can help your child reach their full potential.

Resolution of Parental Concerns

Pottsville K-6 recognizes that a parent is a full partner in the decisions that affect his or her child and family. The Pottsville School District Student Handbook provides a grievance process for resolving parental concerns, including how to define the problem, whom to approach first, and how to develop solutions. A copy of the handbook is given to each student at the beginning of each school year along with a description of changes. Parents are required to acknowledge they have read and become familiar with the requirements contained within the handbook at the beginning of each school year.

As discussed within the handbook, parents may schedule a conference at any time during the school year to discuss a specific issue with the teacher or principal. Conferences can be scheduled for grades K-3 by calling 968-2133 and for grades 4-6 call 890-6631. Please refer to the student handbook for correct procedures in addressing concerns or problems.

Volunteers

Pottsville School encourages and welcomes parent volunteers. Parents differ greatly regarding their preferences, capabilities and time available; therefore, Pottsville K-6 offers a variety of ways parents can be involved. If you are interested, please complete a Volunteer Form and return it to school. Volunteers will share the following: Interests/hobbies willing to share, activities that interest you, how frequently you would like to participate (including the option of just one time per year), and concerns or needs that you may have. The Volunteer Form will be used to help match school needs with volunteer interests and availability. Before volunteering, all volunteers will be given an orientation and a volunteer handbook that will explain basic policies and procedures. The Volunteer Resource Book is maintained by the office in Elementary for use by teachers to identify and match potential volunteers to identified needs. In Middle Grades, the classroom teachers have a list in their own classrooms. The Volunteer Resource Book includes:

- The Parent Volunteer Form information so volunteer work will be meaningful
- How frequently a volunteer would like to participate, including the option of just one (1) time per year
- Options for those who are available to help at home.

PTO

The Parent Teacher Organization needs you! The PTO helps meet the needs of students through annual fundraisers, and other various activities. The PTO provides funding for activities such as the A.R. (Accelerated Reader) parties, Literacy Nights, Family Fun Nights, and other student-related events. PTO works to meet the needs of the students and school while providing parents fun and exciting ways to be involved. The PTO regularly publishes a newsletter throughout the year to announce activities coordinated by the PTO. They meet every month. Please take the opportunity to join the PTO.

Open House (Parents Make the Difference)

Open House is held at the beginning of the year. It is an opportunity for students and parents to visit the school, meet with the principal and talk with the student's teacher for the coming academic year. It is a must for parents wishing to acquaint themselves with the campus and staff. The Principal presents the Annual Report to the Patrons at this open house. This report is on the state of the school. Teachers give an overview of:

- What students will be learning
- How students will be assessed
- What parents should expect for their child's education
- How parents can assist and make a difference in his or her child's education

Literacy Night/Family Fun Night

The school will host an annual Literacy Night/Family Fun Night. This night will provide parents and students the opportunity to spend time together as a family and as part of the community. The night will consist of workshops that combine fun and learning including strategies to promote literacy and encourage families to incorporate reading activities in their home.

Parenting Materials

A Parent's Resource area has been established in each building to provide parenting materials such as books, magazines and other informative materials regarding responsible parenting. These materials are available for checkout. There are also free materials located on tables throughout the buildings. Other resources are available upon request in each building.

"Prescriptions for Success" Program

Learning activities for students are initiated through an "enrichment prescription" from the classroom teacher to the parent. This prescription may be for remedial activities, special projects, or extra practice. The parent may pick these prescriptions up in the Book Room in the Elementary building. If for some reason the parent is unable to pick up the prescription, they may sign a form to have the materials sent home with the child. Parents may come at any time to choose materials for working with their child whether there is a prescription or not. All learning materials are free to parents.

Monthly Newsletters and Calendars

The building counselors send home a monthly newsletter and activity calendar. The newsletter also provides a listing of any new parenting materials (e.g. , magazines, books, etc.) as they become available in the Parent Center. At the beginning of each year, the newsletter will advertise an overview of the current selection of materials available for checkout. The newsletter also prints regular statements that reaffirm the school district's commitment to parental involvement.

Community Resources

Pottsville School District recognizes that community resources strengthen school programs, family practices and student learning. Pottsville School District has a "Task Force"/ "Alumni Advisors" committee of those who wish to become involved by providing advice and guidance for school improvement. All information will be made available to teachers so as to link community and school.

The faculty and staff are responsible for promoting and encouraging a welcome atmosphere to parental involvement in the school. They make efforts to ensure that parental participation is recognized as an asset to the school. In addition, the Principals designate certified staff members willing to serve as parent facilitators to organize meaningful training for staff and parents to promote this effort.

Website

The Parent Center will have a website that will list Parent Center news. The site may include:

- Monthly calendar
- Monthly newsletter
- Parent Center inventory
- Volunteer information
- Informative websites to visit

School Messenger

School Messenger is a phone program that calls students in the district with a recorded message of your choice. Teachers or building principals may contact parents about important announcements, such as: early dismissal, parenting nights, PTO meetings, etc.

KFS Program

KFS stands for "kid-friendly snacks". Jill Riggs and Houston Townsend will pack nutritional, "kid-friendly" ready to eat foods for participating students. These foods will be taken home at the end of the school day. Food is provided by the Arkansas Rice Depot in Little Rock.

Watch D.O.G.S. (Dads of Great Students)

Watch D.O.G.S. is a national innovative program focusing on the prevention of violence in our children's schools by using the positive influence of fathers and father-figures for a two-fold purpose:

1. to provide an unobtrusive presence in schools
2. to be a positive and active role model for children at their school

School Supplies

The building secretaries will supply a list to the community of supplies that students use on a daily basis. Community organizations and parents donate supplies. The supplies are kept in each building and are dispersed as needed.

Tutoring

Teachers will work with parents and principals to schedule tutoring sessions for students who request the service. Tutoring will be provided by people in the community.

Annual Review

This plan is a living document and may be revised and will be reviewed on an annual basis. A copy of the plan will be filed with the Department of Education by October 1st of each year.

Yearly Activities

- Open House "Parents Make A Difference Night"
- Parent/Teacher Conferences
- PTO
- Awards Assemblies
- Science Fair
- Family Fun Night
- Guest Speakers
- Guest Readers
- Watch D.O.G.S.
- Fundraisers

Grade Level Activities

Grade level activities will vary. Some examples might include: field trips, literacy nights, special day events, classroom activities, competitions, guest speakers, plays, etc. Parents will be notified of dates and times.

Communication Tools

- Newsletter
- School Messenger
- Notes home
- Parent/Teacher Conferences
- Open House
- PTO Meetings
- School Building Sign
- Involved parents (volunteers)

**POTTSVILLE SCHOOL DISTRICT
PARENTAL INVOLVEMENT IMPLEMENTATION PLAN
2014-2015**

***Pottsville School District
Proposed 2014-2015 Calendar***

- August 8, 11, 12,13, 14,15 Teacher Contract Days
- August 18 First Student Day
- September 1 School Dismissed (*Labor Day Holiday*)
- September 19 End of 5 Weeks
- September 23 5 Weeks Progress Reports
- October 17 End of 1st Grading Quarter
- October 23 Parent Teacher Conferences 3-8 p.m.
- October 24 Professional Development Day (*no students*)
- November 21 End of 5 Weeks
- November 25 5 Weeks Progress Reports
- November 26, 27, 28 School Dismissed (*Thanksgiving Holidays*)
- December 17, 18, 19 Semester Tests
- December 19 End of 2nd Grading Quarter/End of 1st Semester
- December 22 – January 2 School Dismissed (*Christmas Holidays*)
- January 5 First Day of 2nd Semester
- February 6 End of 5 Weeks
- February 12 Parent Teacher Conferences 3-8 p.m.
- February 13 Professional Development Day (*no students*)*
- March 6 End of 3rd Grading Quarter
- March 23 - 27 School Dismissed (*Spring Holidays*)*
- April 3 School Dismissed (*Good Friday*)*
- April 17 End of 5 Weeks
- April 21 5 Weeks Progress Reports
- May 16 High School Graduation
- May 20, 21, 22 Semester Tests
- May 22 Semester Tests / End 4th Grading Qtr / End 2nd Semester /
Last student day * (*unless make-up days required*)
- May 25 Memorial Day Holiday (*no students*)
- May 26 Prof. Dev. Day * (*unless make-up days required*)
- May 27 Prof. Dev. Day * - Flex Day (*unless make-up days required*)
- Last Teacher Contract Day
- May 28, 29 & June 1,2, 3 Additional Make Up Days (*if needed*)

Grading/Attendance Quarters

1st Quarter	August 18 - October 17	44 Days
2 nd Quarter	October 20 – December 19	41 Days
3 rd Quarter	January 5 – March 6	44 Days
4 th Quarter	March 9 – May 22	49 Days
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		178 Student Days
		10 Staff Development Days
		2 Parent/Teacher Conference Days
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		190 Teacher Contract Days

* May be used as make up day(s) as needed.