

Northridge Middle School  
Parent Information Packet  
2017-2018

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**Principal: Lonnie Mitchell**

**Assistant Principal: Mark Titsworth**

**Parent Involvement Coordinators: Stephanie Richesin and Anita Reagan**

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**Northridge Middle School Parent Volunteer Survey**

**2017-2018**

Child's Name \_\_\_\_\_ Grade \_\_\_\_\_

Volunteer's Name \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

\_\_\_ Please contact me to help with selections below.

\_\_\_ Please contact me for other needs that may arise.

\_\_\_ I can also assist in other ways (please list below)

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**Ongoing Opportunities**

- \_\_\_ Copying
- \_\_\_ Book Organization
- \_\_\_ Listen to a child read
- \_\_\_ Laminating
- \_\_\_ Classroom Volunteer

**One Time Events**

- \_\_\_ Volunteer for celebrations
- \_\_\_ Send supplies for activities
- \_\_\_ Attend field trips
- \_\_\_ Speak to or present to a class

We value and need the volunteer time and energy you can give to support our school. As the year progresses and needs arise, you will be contacted. Volunteering makes a difference in your child's academic experiences and in long term success of our school.



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### How to Become Involved in Activities

- ❖ Orientation for new students the first two weeks of school
- ❖ Open House for 6<sup>th</sup> 7<sup>th</sup> and 8<sup>th</sup> grades
- ❖ 2 parent/teacher conferences
- ❖ Literacy night
- ❖ Book Fair Night
- ❖ Math Night
- ❖ Band/Choir Nights
- ❖ Meet the Coach—Athletic Nights
- ❖ Teachers send out weekly newsletters
- ❖ Northridge Notes—Weekly school newsletter
- ❖ Facebook page
- ❖ Twitter
- ❖ School Website includes Power Point w/ daily updates
- ❖ PTA Luncheon
- ❖ Positive communication in
- ❖ Parent Center
- ❖ Student Dances
- ❖ Report to the Public
- ❖ History Day
- ❖ Band and Athletic Booster club
- ❖ FCS
- ❖ App available for phones for students grades
- ❖ Remind 101
- ❖ Faculty/student ballgames
- ❖ Teacher Appreciation Week
- ❖ Booster Club for athletics
- ❖ Northridge Musical—parents are invited to volunteer
- ❖ **PTA—Parents are invited to join PTA and participate in activities and volunteer at school**



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## **Roles of the Teachers, Parents, and Students**

### **Teacher Responsibilities**

***As a Teacher, I will encourage and support all students' learning by doing the following:***

- Maintain an open communication with parents by providing regular feedback on student progress and expectations.
- Create a learning environment where students are given vast opportunities, a rigorous curriculum, and encouragement to reach their full potential.
- Hold high expectations for all students
- Continue to learn strategies and new technologies to provide students with the best instruction possible to prepare them for the 21st century.
- Create a positive and safe learning environment while fostering independent learning so students will set goals and evaluate their progress toward these goals to become productive members of society.
- Treat each child with kindness and respect.

### **Parent Responsibilities**

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

- Ensure our children attend school regularly by monitoring their attendance.
- Make sure our children are prepared for class by arriving on time and with the appropriate materials.
- Stay in contact with our children's teachers through regular communication-reading and responding to notices.
- Support the goals of the school and participate as much as possible in the decision making processes related to our children's education.
- Volunteer when needed.

### **STUDENT RESPONSIBILITIES -Created by the *Northridge School Student Council (2013-14)***

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

- Make sure we go to bed on time and get the sleep necessary to pay attention in class.
- Be prepared for class by completing all homework each night, including independent



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reading time.

- Listen and pay attention during class.
- Be a good role model by being friendly and helping others.

### **Communication Between Teachers and Parents**

School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement. The following tools are used to communicate with parents:

- ❖ Email (located on school website)
- ❖ Phone
- ❖ Facebook
- ❖ Twitter
- ❖ Remind 101
- ❖ Infocus Voice Messaging
- ❖ Newsletters
- ❖ School Website



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**Northridge Middle School**  
**Parental Involvement School Policy (Plan)**  
**2017-2018**

**Challenging and Preparing Our Students**— We believe that a partnership must exist between our parents and our school. We promote positive communication between the school and our students' homes. The school provides a variety of opportunities for parents to be involved in activities supporting our school. We believe teachers have a responsibility to provide the needed framework for parents to nurture their child's formal instruction at home. We will provide materials that can successfully be used at home to reinforce the academic success of children. The district will reserve a minimum of 1% of the Title I, Part A allocation for parental involvement (\$2,058). It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates.

Northridge Middle School Parent Involvement Committee is comprised of administrators, teachers, counselors, parents, and community members. Our Parent Facilitators for the 2017-2018 year: Stephanie Richesin-479-471-3126 [stephanie.richesin@vbsd.us](mailto:stephanie.richesin@vbsd.us)  
Anita Reagan—479-471-3126 [areagan@vbsd.us](mailto:areagan@vbsd.us)

**Dates of School Parent Involvement Meetings:**

September 19th, 2017 (4:00 PM)  
January 18<sup>th</sup>, 2018 (8:30 AM)

November 16th, 2017 (8:30 AM)  
March 29th, 2018 (4:00 PM)

**Gathering Information to Support the Parental Education and Involvement Plan**—The Parental Involvement Committee, consisting of school parent coordinator, teachers, administrators, parents, and community members, will meet to analyze data from surveys and discussions with teachers, administrators, parents, and community members. Using this data, the committee develops a list of services and activities to promote parental involvement and provide additional support for student learning:



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**1. School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

- The District/school will post on its website information for parent access including:
  - a) Arkansas Comprehensive School Improvement Plan (ACSIP);
  - b) Description of how the school will use National School Lunch Funds and state categorical funds for the current and previous school year (ACSIP);
  - c) The school's annual report card;
  - d) Teacher qualifications.
  - e) A parent-friendly explanation of the school's improvement status and an explanation for why the school is identified and what the school is doing to be removed from school improvement;
  - f) The identification of any supplemental educational services available;
  - g) The school's parent involvement policy (plan) along with informational packets as required by AR State Law.
  - h) The school shall prepare an informational packet to be distributed annually to the parent of each child in the school, appropriate for the age and grade of the child, describing:
    - i) The school's parental involvement policy (plan); (parents will be given a summary of the school's plan).
    - ii) The recommended role of the parent, student, teacher, and school;
    - iii) Ways for the parent to become involved in the school and his or her child's education;
    - iv) A survey for the parent regarding his or her interests concerning volunteering at the school;
    - v) Activities planned throughout the school year to encourage parental involvement; and
    - vi) A system 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.
- The school will use the student handbook, school website, signage at the school entrance, and parent orientation meetings to explain how to get a copy of the



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school parent involvement plan.

- The school will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings.
- The school will offer parents a workshop each year on the school's approach to school improvement.
- The school will send parents their child's test results and standardized test scores.
- The school will provide to parents reports/report cards every quarter with information regarding their child's academic progress and upcoming classroom and school events.
- The school will distribute a newsletter to parents that is developed with participation of the parent-school organization, principal, staff, and parent volunteers. It includes school news, a calendar of school activities, and parenting tips relating to school achievement such as homework tips, organizational skills, and study skills.
- Each teacher will periodically send to parents, student papers and work samples.
- Teachers will contact parents on an individual basis to communicate about their child's progress. Teachers will conduct at least one (2) parent/teacher conferences each year.

**2. The school will hold parent meetings, conferences, and activities regularly throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts. Stephanie Richesin and Anita Reagan, School Parent Facilitators, will ensure the school's parent involvement committee meets at least quarterly to establish, discuss, and evaluate committee goals. They will plan trainings and provide materials to help parents work with their children, and develop and use the School-Parent compact (Title I schools).**

- The school will hold regular meetings to explain:
  - 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.
- Provide instruction to a parent on how to incorporate developmentally appropriate



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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) Engage in other activities determined by the school to help a parent assist in his or her child's learning.
- The school shall provide annual training when there are volunteers assisting in an instructional program for parents.
  - These meetings will include parent-training sessions to help parents understand how to enhance their child's education.
  - These meetings will include a series of family nights that provide an opportunity for parents and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement.
  - The meetings will be held at various times during the day or evening to better accommodate parents.
  - The school will hold an orientation for parents to inform them about the school's activities and to encourage parents to be involved with reviewing and revising of the Parent Involvement Policy (Plan) and ACSIP.
  - Teachers will annually hold two (2) conferences with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures.
  - The school will offer parents a workshop each year to provide an explanation of the statewide assessment systems, standards, and other accountability measures.
  - The school will develop and disseminate an annual parent activity evaluation report and share with parents, staff and the community. Individual school parent facilitators will collect data concerning parent activity throughout the year.

### **3. The school will provide information to parents about volunteer opportunities.**



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- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.
  - The school will work with preschools/daycares, and middle schools to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year.

**4. The school will provide an opportunity for parents to engage in decision-making processes in regarding the school's program.**

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- The school will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

**5. The school will provide a parent resource center for parents.**

- Parents may check out materials, use the computer to visit educational websites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.

**6. The school will engage parents in an evaluation of parental involvement efforts.**

- The school will engage parents in the annual evaluation of the Parental Involvement Policy (Plan). The school will conduct a comprehensive needs assessment. The Parent Involvement Committee, made up of teachers, parents, and school staff, will determine the effectiveness of the Parental Involvement Policy (Plan) and make changes if warranted.

