

Glenn Duffy Elementary

Where Students Believe and Achieve!



Parental Involvement Plan &
Informational Family Packet
2011-2012

601 El Paso Street S.E.
Gravette, AR 72736
(479) 787-4120
<http://gravetteschools.net>

Mission Statement

Partnering with parents and the community, Glenn Duffy Elementary offers a diverse learning environment which fosters mutual respect and encourages students to achieve their utmost potential.

School Creed

I am a member of the
Glenn Duffy Family.
I have great expectations for myself.
I am here to learn.
I will respect the rights of
others to learn.

Parent Involvement Plan

- In an effort to fulfill the requirements of ACT 307 of 2007, the Gravette School District has written a parent involvement plan. A brief overview of the plan is listed below.
- Glenn Duffy Elementary will develop and implement a Parent Involvement Plan and revise annually.
- The plan will include activities that engage both parents and students and will correlate with content standards in math and literacy.
- A parent center and a parent section in the library have been established. An Informational Family Packet and other resources will be available in the parent center. Books and magazines will be available for check out in the library.
- An Action Team including teachers, administrators, parents, alumni and community members will be established. The purpose of this team will be to review and revise as needed, the parental involvement plan. The committee will meet as needs arise.
- Glenn Duffy Elementary will host "Parent Involvement" meetings.
- Informational Family Packets will be prepared and distributed to families each year. These packets will include the PI plan, telephone number and personnel listing, School/Parent Compact, parenting tips, and volunteer opportunities.
- Gravette Public Schools will schedule two parent/teacher conference days during the school year.
- A volunteer resource book will be published annually, which will include names of those who are willing to volunteer and what their special interests include. This information will be obtained through a volunteer survey. The Volunteer of the Day program will be included in this survey and resource book.
- The district will not implement any policy that will discourage a parent from visiting a school, specifically including policies that discourage parents from coming in the building to pick up their children or from visiting their children's classrooms.
- The school district will designate one certified staff member to serve as a parent involvement facilitator.
- Staff members will receive 2 hours of in-service in the area of Parent Involvement, and administrators will receive 3 hours of in-service.

Glenn Duffy Elementary Faculty

Administration & Office Personnel

Zane Vanderpool – zane.vanderpool@gravetteschools.net

Jesslyn Gibson – jess.gibson@gravetteschools.net

Kim Hurtt – kim.hurtt@gravetteschools.net

Pre-Kindergarten

Ronda Russell
Carol Sumter
Shannon Winters

Pre-Kindergarten Paraprofessionals

Laura Brown
Kim Knight
Dana Betz
Mendy Roth

Kindergarten

Christina Hartman
Misty Harris
Mary Jo Norberg
Audrea Vore

Jennifer Davis
Tabby Crane
Ashley Casey

First Grade

Andrea Nall
Elaine Hodges
Margaret Martin

Tori Hunt
Lacee Knoedl
Jennifer Peters

Second Grade

Brenda Bontke
Stephanie Farmer
Sonja Smith

Angie Denver
Misty Reece
Amber Sisemore

Specialty Classes

Candace Eriksson – Art
Janet Moreno – Music
Faith Hendricks – Media Specialist
Melissa Pittman – PE
Andrea VanSandt – Enrichment
Rachel Gibson – GATE
Paula Wood - LEA Supervisor
Jean Dover – Computer
Barbara Roberts – Counselor
Julie Hooks – Speech
Lisa McKee – Speech
Carrie Eyberg – Special Education
Serena Scheele - Special Education
Shelly Cripps – Title 1
Leta Witt – ELL
Wendy Catron – Nurse

Paraprofessionals

Building Aide – Terri Jewett
Title 1 – Mendy Roth
SPED Secretary – Nina Pilkington
Resource Aides – Jackie Stay & Hollie Wallace

Title 1 – Waunema LaBrecque
Title 1 – Sara Bolduc
Library – Terri Jewett

Food Service & Custodial Staff

Food Service Director – Jason Carter
Custodian – Jackie Riley

Food Service – Dee Obenshain, Ruth Hardy,
Sheila Roughton, Janice Kapner

* All email addresses are first.lastname@gravetteschools.net

Board of Education

Dr. Andrea Kelly, Superintendent

John Edwards, President

Marion Harris

Jim Hendren

Jim Singleton

Danny Alsup

Jack Skillett

Dan Yates



Important Phone Numbers

Glenn Duffy Elementary	787-4120
Glenn Duffy Elementary Fax	787-4128
Nurse, Wendy Catron	787-4122
Counselor, Barbara Roberts	787-4125
Library, Faith Hendricks	787-4132
Cafeteria	787-4136
Gravette Public Schools Central Office	787-4100

Glenn Duffy Action Committee

Zane Vanderpool, Principal
Faith Hendricks, Parent Involvement Facilitator

Representatives

Carol Sumter
Mary Jo Norberg
Leta Witt
Rachel Gibson
Candace Eriksson
Janet Moreno
Brandy Estep

2011-2012 Family Events

September 20	Parent/Teacher Conferences
September 27	Literacy Night
September 19-23	Book Fair Week
October 28	Fall Festival
December 1	K – 1 Christmas Music Program
December 6	2 nd Christmas Music Program
December 20	Christmas Parties
February 7	PTO Meeting
February 14	Valentine Parties
March 15	Family Fun Night
March 29	Parent/Teacher Conferences
April 10	PTO Meeting
May 18	Buddy Day
May 21	GDE Awards, K-Graduation
May 21	Last Day

PTO Board of Directors

Brandy Estep, President
Jackie Galyean, Vice President
Vanessa Davis, Treasurer
Addie Johnson, Secretary

HOW TO BECOME POWER PARENTS

Praise! Praise! Praise!

Offer a place for homework

Want your child to become successful

Emphasize education

Read to your child

Promote home/school communication

Always take time to listen

Reserve daily time for homework

Encourage your child to do his or her best

Nurture self-esteem

Talk with your child about his or her day

Support your child and school

For further free parenting resources and free
parenting classes, contact
The Center for Effective Parenting
479- 751-6166
<http://www.parenting-ed.org>

Tips for Parents

Sending Your Child to School READY TO LEARN!

Physical Readiness

- Send Your Child to School Well Rested
- Send Your Child to School Well Fed

Mental Readiness

- Send Your Child to School Calm and Happy
- Send Your Child to School Motivated
- Send Your Child to School Well Behaved

School Preparedness

- Discuss Your Child's School Day
- Set Up a Regular Study Time
- Offer a Place for Homework
- Teach Your Child the Skills to Succeed

For further free parenting resources and free parenting classes, contact
The Center for Effective Parenting
479- 751-6166
<http://www.parenting-ed.org>

Policy for Resolving Parental Concerns/Complaints

It is a goal of the Board and the District to be responsive to the community it serves and to continuously improve the educational program offered in its schools. The Board or the District welcomes constructive criticism when it is offered with the intent of improving the quality of the system's educational program or the delivery of the District's services.

The Board formulates and adopts policies to achieve the District's vision and elects a Superintendent to implement its policies. The administrative functions of the District are delegated to the Superintendent who is responsible for the effective administration and supervision of the District. Individuals with complaints concerning personnel, curriculum, discipline, coaching, or the day to day management of the schools need to address those complaints according to the following sequence:

- 1. Teacher, coach, or other staff member against whom the complaint is directed*
- 2. Principal*
- 3. Superintendent*

Other than in the few instances where statutorily allowed or required, student discipline and personnel matters may not be discussed in Board meetings. Individuals with complaints regarding such matters need to follow the sequence outlined above.

Unless authorized by the Board as a whole for a specific purpose, no individual Board member has any authority when acting alone. District constituents are reminded that the Board serves as jury in matters regarding student suspensions initiated by the Superintendent, expulsions, and personnel discipline. For this reason, the Board may not be involved or informed prior to a board hearing on particular disciplinary matters.

Volunteer Opportunities



Volunteer of the Day

The purpose of the Volunteer of the Day program is to relieve teachers and staff of simple tasks that often take away from teaching time. The VOD is asked to commit to spend a school day in the Parent Volunteer Center completing such tasks as copying, coloring, cutting, assembling materials, filing and other tasks.

Parents, grandparents or other family members are welcome to volunteer. To volunteer, please fill out the Volunteer Opportunity Survey included with your Informational Family Packet. For further information, contact Faith Hendricks, Parent Involvement Facilitator at faith.hendricks@gravetteschools.net or at 787-4132.



Parent Volunteer Center

As part of our parent involvement plan, Glenn Duffy Elementary has developed a Parent Volunteer Center with the purpose of providing parenting and educational resources to our student's families. The center is located in room 24, just inside the front door of the school building. The PVC is a place for parents to complete volunteer work as well as borrow materials that will help with student's academic needs. Families should expect to find a wealth of free parenting information as well as materials to borrow. The PVC is open during school hours.

Additional parenting resources are available to parents through the school library. Families are encouraged to access this information as well as borrow other books from the library.

Character Education

Barbara Roberts, Counselor

Each month Glenn Duffy Elementary focuses on a single "Character Word" that is taught by Mrs. Roberts during whole class counseling, every other week. Teachers are always looking and complimenting students who are exemplifying the below listed character traits.

September – Thinking Ahead

October – Self-Control

Nov/Dec – Generosity

January – Honesty

February – Cooperation

March – Respect

April – Responsibility

May – Patience

School-Parent Compact

Glenn Duffy Elementary, 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), 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 the school year 2011-2012.

School Responsibilities

We, as the staff of Glenn Duffy Elementary, will support our children's learning in the following ways:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enable the participating children to meet the State's student academic achievement standards.
 - a. Pre and post assessments will be given to determine academic levels. In addition, students will receive frequent opportunities to retest and show improvement.
 - b. Glenn Duffy Elementary will provide a reputable and research based reading, math, and phonics curriculum, which makes use of all learning modalities.
 - c. Small group instruction will be utilized.
 - d. A special focus will be the targeting of specific areas of weakness in at-risk students.
 - e. Professional development opportunities will be provided for teachers to learn best practices of instruction.
 - f. Glenn Duffy Elementary will use horizontal and vertical alignment that will encompass the achievement standards.
2. Hold Parent-Teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Parent-Teacher conferences will be held on September 20, 2011 and March 29 & 30, 2012.
3. Provide parents with frequent reports on their children's progress. Report cards will be sent to parents at the end of each nine weeks. Progress reports will be sent to parent's mid-way through each nine-week grading period.
4. Provide parents reasonable access to staff by being readily available to communicate with parents through e-mail, conferences, newsletters, phone calls, homework folders or other means.
5. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities. Parents will be asked to complete a volunteer survey during the first month of school and based on survey results; parents will be invited to volunteer throughout the school year. A Volunteer of the Day Program will be re-implemented.
6. Provide materials and training to help parents work with their children to improve academic achievement.
7. Educate teachers, principals, and other staff in the importance of effective communication, value, and utility of contributions of parents.
8. Ensure that information related to school and parent programs is sent to parents to the extent practical in a language parents can understand.
9. Provide other reasonable support for parental involvement activities as parents may request.

Parent Responsibilities

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

1. Making sure my child has regular attendance.
2. Making sure that homework is completed.
3. Monitor the amount of television my children watch.
4. Volunteer my time or talents in my child's classroom.
5. Participating, as appropriate, in decisions relating to my child's education.
6. Promote positive use of my child's extracurricular time.
7. Encourage my child to read recreationally.
8. Stays informed about my child's education and communicate with the school by promptly reading all newsletters and notes sent home from school officials.
9. 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. We will:

1. Do my homework every day and ask for help when I need to.
2. Read at least 30 minutes every day outside of school time.
3. Give my parents all notes and information given to me from school.

Principal

Date

Parent/Guardian

Date

Student

Date



Be a Volunteer of the Day for Glenn Duffy!

The purpose of the Volunteer of the Day program is to relieve teachers and staff of simple tasks that often take away from teaching time. The "VOD" is asked to spend a school day or a portion of the school day in the Parent Volunteer Center completing such tasks as copying, cutting, assembling materials, filing and other tasks. Parents, grandparents, or their family members are welcome to volunteer. To volunteer, please fill out the following form and return with your student. For further information, contact Faith Hendricks, Parent Involvement Facilitator at faith.hendricks@gravetteschools.net or 787-4132.

Volunteer's Name: _____

Student's Name: _____

Phone: _____ Cell: _____

Email: _____

Please check any of the following days that you would be available to volunteer:

____ Mon ____ Tues ____ Wed ____ Thurs ____ Fri

Please check one of the following:

- ____ I can volunteer for the entire day
- ____ I can volunteer for ½ day in the morning
- ____ I can volunteer for ½ day in the afternoon
- ____ Other _____