



# Covenant Keepers Charter School 2014 - 2015 Parental Involvement Plan

## I. Program Components

Covenant Keepers Charter School, a school-wide Title I funded school, believes that parents and community members must work as knowledgeable partners in order to provide the very best education possible for each child.

Covenant Keepers Charter School Parent Involvement Plan will include, but not be limited to, the following components of a successful parental involvement program:

A. Covenant Keepers Charter School will provide the following opportunities to involve parents:

**1. Development of a Parent Involvement Plan:** Committee Members: Parent-Teacher Coordinator- Mrs. Kelly Best; Teachers-Mrs. Jenna Jones, Mrs. Stacy Harris; Parents-Mrs. D. Fleming, Mrs. K. Surratt; Campus Administrator: Laurette Whipps

- a. The Parental Involvement Plan will be developed, worded in understandable language, and prepared for distribution to parents and staff. For more information, contact Kelly Best 501.682.7550
- b. The plan will be disseminated to all district patrons. For more information, contact Kelly Best 501.682.7550
- c. The Parental Involvement Plan will be published on the school web page web address: [www.ckcollegeprep.org](http://www.ckcollegeprep.org)
- d. The plan will be reviewed and updated periodically to ensure it meets current needs. Next review will happen in May 2014. For more information, contact Kelly Best 501.682.7550

## 2. Volunteer Plan

- a. An invitation will be extended to parents to become a CK Volunteer. For more information, contact Kelly Best or Jenna Jones 501-682-7550.
- b. Parents will be surveyed regarding their abilities and interests as volunteers. For more information, contact Kelly Best
- c. The Parent Facilitator will conduct needs assessment at the building level to ascertain degree of needs. Next assessment will be conducted in May 2015.
- d. A list of needs will be compiled and distributed to parent volunteers. An updated list will be provided in May 2015
- e. All volunteers must attend an orientation session in order to volunteer. This session will be conducted on Tuesday, October 14, 2014.
- f. This training will provide for the incorporation of developmentally appropriate learning activities at the school and at home.
- g. A packet will be available to teachers, informing them of the interests and availability of the volunteers.

**3. School-Parent Compact.** Covenant Keepers Charter School will develop a school-parent compact:

- a. 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.
- b. 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.
- c. 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 extracurricular time. The compact also addresses the importance of communication between teachers and parents on an on-going basis through, at a minimum:
  - i. Reasonable access to staff, opportunities to volunteer and participate in their child's class

- ii. Parent-teacher conferences twice yearly, during which the compact will be discussed as it relates to the individual child's achievement. The dates for 2014/2015 Parent/Teacher conferences are October 6, 2014 and February 11, 2015.
- iii. Parents will be involved in an organized, ongoing, and timely way in the planning, review, and improvement of: Title I programs, Parent Involvement Policy, and ACSIP

#### **4. Activities and Events**

- a. Our Annual Meeting will be held prior to our Open House – Sept. 30. Contact Dr. Valerie Tatum at 501-682-7550.

All parents invited and encouraged to attend as we inform parents of:

- i. School's participation in Title I and requirements of the program
- ii. Parent's right to be involved
- iii. Timely information about Title I programs
- iv. Description and explanation of the curriculum in use at the school
- v. Forms of academic assessment used to measure student progress proficiency levels students are expected to meet and how to monitor their child's progress

b. Newsletters – Kelly Best at 501-682-7550.

c. Parent/Teacher Conferences - October 2014 –all day - February 2014 –all day

d. "First Cup of coffee" mornings as permitting. Contact Dr. Valerie Tatum 501-682-7550.

e. Additional parental involvement opportunities include: project planner night, brown bag chats, three for me, Pastries for parents, Holiday Spectacular, Learning Fest, Red Ribbon week celebration, and Parents in kids' sneakers.

#### **5. Communication**

- a. Annual Report to the Public will be shared with the public with a meeting on September 16th, 2014. Announcements will be sent home. You may contact Valerie Tatum for more information at 501-682-7550. This report includes an overview of curriculum, student learning and assessment, educational expectations and the opportunities of parent involvement
- b. Positive Communication with Parents (notes, phone calls, etc.)
- c. Report Cards
- d. Interim Reports
- e. eSchool
- f. Phone calls to parents as needed for missing work/danger of failure
- g. Parking lot visits daily with parents
- h. Email newsletter

#### **6. Resource Materials**

- a. Parent Center (parenting books, handouts, for home use)
- b. Student Handbooks
- c. School Website
- d. Email address of school staff
- e. Newsletter
- f. District Data
- g. Link to Department of Education
- h. School Calendar
- i. Parent Involvement Plan
- j. Lunch Menus

#### **7. Information**

Parents will be provided with the following information:

- a. A school telephone number and faculty e-mail addresses
- b. School and faculty web-page addresses
- c. Web page photo gallery of recent events
- d. Description of school's Parental Involvement Program
- e. List of ways parents may be involved at school
- f. Dates of the two parent/teacher conferences to be held each year
- g. Notification of other activities as scheduled
- h. Parent Center open Mon-Fri; 9:00 a.m.- 3:00p.m. Location: Main office building near entrance

## **B. School Policies**

Covenant Keepers Charter School encourages parental involvement and participation

1. Procedures for classroom visitation during school events will be located in the school office.
2. The process for resolving parental concerns is included in the student handbook.
3. Student Handbook is available upon enrollment and is posted on the school website.
4. Parent Facilitator at Covenant Keepers Charter School Kelly Best, 501-682-7550.

## **C. Additional information**

- Our school will hold its annual Title I meeting September 16, 2014. Contact Valerie Tatum for more information at 501-682-7550.
- Please watch for parent interest surveys to be distributed by teachers in early October 2014 requesting your input on future parent involvement activities. Your suggestions will be reviewed by our Parental Involvement Committee in consideration for ideas to be implemented in the coming school year. Surveys will also be available on our school's website.
- Our annual parental involvement plan evaluation meeting will be held in October, 2014. Contact Kelly Best for more information at 501-682-7550. Prior to this evaluation meeting, we will send home surveys requesting your opinion of our current Parental Involvement efforts. This valuable information will be used to determine future plans.
- Our informational packets, or "family kits", are available. These information packets are distributed at each year's Open House events. Packets include valuable information including:
  - the school's parent involvement plan
  - the recommended role of the parent, student, teacher and school
  - ways for parents to become involved in their child's education
  - activities planned throughout the school year for parents
  - telephone number and personnel listing
  - school handbook
  - email addresses of school and other general information
  - web page addresses (school and teacher)