School Mission Statement

The students of Cloverdale Middle School are our most valuable resource and strength. Cloverdale Middle School is dedicated to ensuring all students grow in the following areas:

- Culture
- Use of Critical Skills and Knowledge
- Being Mindful
- Student Wellness and Involvement

Cloverdale Middle School is a Title I school serving students in sixth through eighth grade. We are on academic distress status and a Provisional II Nutritional School.

Parent and Family Engagement Committee members:
Wanda Ruffins, Principal
David Bernard, Jr., Assistant Principal
Karen E. Greenlee, Parent Coordinator
Angee Butcher, Parent Facilitator
Izamary Espinosa, Parent ESL Liaison
Shantail Miller, VILS Coach
Brett Trammell, ESL Facilitator
Ashley Boshears, ESL Coordinator
Vincent Thompson, Success Coach
Alice Earnest, ALE Coordinator
Crystal Squibb, Parent
Kimberly Young, Parent

Staff Contacts:
Ms. Greenlee, Parent Coordinator, (501) 447-2520
Ms. Butcher, Parent Facilitator, 501 447-2551
Ms. Espinosa, Parent Spanish Liaison, 501 447-2517

Cloverdale received the 2014 Partnership School Award Special Recognition for an Excellent and Sustained program of school, family and community partnership from National Network of Partnership Schools (NNPS); Cloverdale also had two Parent, School, Community Activities published in the (NNPS) 2014 Promising Partnership Practices publication.
AR
Cloverdale Middle School
(Little Rock School District)
6300 Hinkson Rd.
Little Rock, AR 72209
501 447-2500

School Parent and Family Engagement Plan

**School Name:** Cloverdale Middle School

**Facilitator Name:** Angee Butcher

**Plan Review/Revision Date:** 07/22/2020

**District Level Reviewer, Title:** Kaye Rainey, LRSD Parent and Family Engagement Specialist

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<td>Adrienne</td>
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<td>Knowlton</td>
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<td>Makenly</td>
<td>Marshall</td>
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1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)
Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

The School will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, the parent engagement plan, the Annual title I Meeting to engage them in the decision-making process regarding the school's Title I, Part A Program by extending efforts and providing parents with information:

- Parents will receive information that will express opportunities for individuals to become involved in attending school meetings, planning sessions, and collaborative efforts of pooling resources to generate and implement suggestions and ideas as it relates to development, implementation and evaluation of the parent engagement plan, school's operation to enhance academic achievement. Parents will also be asked to serve on curricular and extracurricular committees.
- The school will extend efforts to recruit alumni to create an alumni advisory commission to provide advice and guidance for school improvement.
- The school will enable the formation of a Parent Teacher Student Association that will foster parental and community involvement within the school.

The school will engage parents in the evaluation of our parent and family engagement efforts by demonstrating the following:

- The school will extend our efforts to increase visibility of parents, involvement in PTSA, virtual and face-to-face (limited) school visitations to attend roundtable discussions of identifying and addressing specific needs; as well as welcome feedback on implementation of strategies to improve parent and family engagement and academic achievement.

The school will use the parent interest surveys to select, plan, and implement parent and family engagement activities that will be offered throughout the year by demonstrating the following:

- The school will conduct a survey to identify parent needs, area of interests, and suggestions for generating activities that are beneficial for the family, student, school and the community. We will ask parents to evaluate our performance of meeting their needs as well as follow-through on implementation of expected activities, meetings, and academic planning sessions (virtual and/or on-site).
- The school will evaluate the activities suggested by parents at the end of the year as part of the annual parent and family engagement plan evaluation.
- The school will sponsor seminars and transition orientations (virtual and/or on-site) to inform parents how to be involved in the decisions affecting course selections, career planning and preparation for post-secondary opportunities. Parents will be provided information in the language they can understand.

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school’s participation as well as the parents’ rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and
Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

- The school will conduct an Annual Title I Town Hall Virtual meeting for and with parents of students who attend Cloverdale in September 2020 (TBA). The following documents, agenda, sign-in-sheets and minutes will be located in a file in the front office.
- Ample time is allotted to provide a description/explanation of curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet.

The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office by November 2020. During the Annual Title I meeting, parents will have the opportunity to view and receive a copy of the 2020-2021 Parent and Family Engagement Information Packet.

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Cloverdale Middle School (CMS) will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction:

- The school will maintain a school website to provide on-going communication of classroom, school events, and meetings.
- The school will provide computer training sessions on E-School, Verizon Innovation Learning (IPAD's for students) and technology training to assist parents in accessing their child's grade reports and to provide assistance with homework through digital learning applications.
- Parent may communicate with Teachers and Administrators through phone calls, emails, conferences and VIRTUAL school visits.
- The Parent Coordinator and Parent Facilitator will provide assistance to parents through workshops, correspondence, and phone calls to facilitate active involvement in academic activities.
- The Principal will provide a monthly report at PTSA meetings to parents on past, present, and future classroom activities, assessments and students' overall progress.
- The school will utilize parent link, social media, flyers, and newsletters to communicate regarding the Parent & Family Engagement Plan distribution and notifications of school events and the need for their support.
- Parents will be provided information in the language they can understand.
- The school will provide a Parent Center for parents to use computers and access online parenting materials. The school will provide interim progress reports to parents on their students' academic progress.
The school as well as the VIPS (Volunteers in Public School Office) provides volunteer training.

- Parent Information Packet will be posted to the school's website with a link available on Agendas for Parent Meetings. Parents will be informed of locations of Parent Information Packets through Parent Link and signage posted in the office. Copies will be available in the Parent Center, front office, counselors' offices, and Media Center.
- Documents will be uploaded with a link to google translator and also in Spanish. Parents will have the opportunity to sign off on the District Parent and Family Engagement Plan during parent teacher conferences.

Cloverdale Middle School is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six type of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision Making and Collaborating with the Community. To support the six types of involvement, Cloverdale Middle School participates on the LRSD NNPS Southwest Cluster Team. (Parent Facilitator and Parent Coordinator, 501 447-2500)

**4: School-Parent Compact**

*Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.*

As a means of working with parents to create a School-Parent-Compact, the following will take place:

- School and parents will collaborate and sign an agreement on the goals in improving their child's success in the education process. Parent/Guardian, Student, Principal, Teacher Agreements. Parents will be involved with providing input for the compact through Zoom meetings and a parent survey/Google document.

Google Forms

I've invited you to fill out a form:

**Parent Engagement Support / Help Line**

Parents play an integral role in the intellectual, social and emotional growth of their children. Our Parent Engagement Action Team for Partnerships, here at Cloverdale Middle, help children become more successful in school by working with their parents during these important years. In order to design an effective and exciting ATP that will meet the needs of you and your child, and help us form a better partnership, please answer the following questions:

**FILL OUT FORM**

Create your own Google Form
CLOVERDALE MIDDLE SCHOOL
HOME/SCHOOL LEARNING COMPACT

Parent/Guardian Agreement

I want my child to succeed. Therefore, I shall strive to do the following:

___ I will make sure my child is on time, attends school regularly, and has school supplies.

___ I will attend parent/teacher conferences, as needed, for my child. If I cannot attend a parent/teacher conference, I will reschedule the conference with the teacher.

___ I will support school events/assemblies (virtual and on-site).

___ I will support the school discipline policy.

___ I will establish a time for homework, and encourage daily reading.

___ I will stay aware of my child's progress.

___ I will attend the PTSA scheduled meetings- virtual and/or on-site.

___ I will encourage my child to work hard to achieve all of his/her academic and behavior goals, and I will give positive support for all rewards received by my child.

Parent/Guardian Signature

Student Agreement

It is important that I work to the best of my ability. Therefore, I shall strive to do the following:

___ I will attend school regularly.

___ I will come to school each day with pencils, pens, paper and other necessary tools for learning.

___ I will complete and return classroom and homework assignments and keep my parents/guardian informed of my assignments.

___ I will follow the school and classroom rules.

___ I will practice reading and writing skills daily.

___ I will arrive to class on time and be prepared to learn.

Student Signature
Teacher Agreement

It is important that students achieve. Therefore, I shall strive to do the following:

__ I will provide appropriate and meaningful homework assignments for students.
__ I will provide necessary assistance to parents so that they can help with assignments.
__ I will encourage students and parents by providing information about student progress.
__ I will use special activities in the classroom to make learning enjoyable and engaging.
__ I will encourage students to ask questions.
__ I will attend school functions/assemblies (virtual and / or on-site).
__ I will post student progress weekly to the eSchool grade book.

Teacher Signature

Principal Agreement

I support this form of parent involvement. Therefore, I shall strive to do the following:

__ I will provide a safe environment that allows for positive communication between the teachers, parents and students.
__ I will encourage teachers to regularly provide homework assignments that will reinforce classroom instructions.
__ I will respond to parent concerns as soon as possible.

Principal Signature
5: Reservation of Funds

The Little Rock School District's 2020-2021 preliminary Title I, Part A allocation is greater than $500,000.00 which means that our school will share the required 1% reservation.

As soon as Cloverdale receives our annual Parent and Family Engagement allocation, parents will be notified of the allotted amount and will have the opportunity to express their beliefs as to how the funds will be used. Our school's parents assist us in the decisions regarding the use of these funds.

6: Coordination of Services

CMS plans the following meetings/functions to increased parent and family engagement: to build staff and parent capacity for improving student achievement through digital means, attendance incentives, and communication skills. Cloverdale PTSA assists with these activities. Activities are scheduled during various times.

- Parent and Family Engagement Action Team, Monthly, 1st Thursdays at 9:00 AM (virtual -1st semester)
- Parent and Family Engagement Activity Nights and PTSA: 2020 TBA in October, November, December, January at a home Basketball Game (To Be Announced), February 18, March 11, April 15, and May 13 in 2021.
- Open House: September 2020 (exact date to be announced): Grade Level Teams, Parent and Family Engagement Action Team ZOOM meeting, Administrators
- Title I Town Hall Virtual Family Night: September 2020 (TBA)
- Grade Level Assemblies: Each month beginning with September – Mr. Bernard, Ms. Braswell, Mr. Porter
- Parent/Teacher Conferences: October 2020, and February 2021 (exact dates TBA): Mrs. Ruffins, Ms. Braswell, Mr. Bernard, Mr. Donterio Porter, Ms. Greenlee, Ms. Espinosa
- Hispanic Heritage Night, Health and Wellness: October 15, 2020, Mr. Maglione, Ms. Oxford, Ms. Espinosa, Ms. G
- Literacy and Math Family Night, Tax Tips, Homework Tips: November 5, 2020, Ms. Strong, Ms. Braswell, Mr. Tippen, Ms. Butcher, Mr. Ishmon and Ms. Cleveland
- Music, Arts, Special Education, Holidays Family Night: December 10, 2020, Mr. Scott, Mr. Hill, Ms. Johnson, Mr. McCoIn, Ms. Chaundra Williams, and Ms. Willis
- Science Family Night, Health and Wellness: January 14, 2021: Mrs. Butte, Mrs. Cindy Jones, and Mr. Antonio Moore. Ms. Jarrett and Mr. White
- Social Studies, Gifted and Talented, and ACT Aspire Family Night: February 18, 2021, Ms. Goldsby, Ms. Beam, Mrs. D., Mrs. McCollum
- Southwest Cluster Night, March 11, 2021: District Event at South City Church
- Aerospace, College and Career Fair, AVID Family Night: April 15, 2021, Mr. St. Pierre, Mrs. Austin, Ms. Glason, Mrs. Forsberg, Ms. Ellington
- *Robotics, Broadcasting, and Arts Festival Family Night: May 13, 2021, Mr. Scott, Ms. Willis, Mr. Knight, Mrs. Shuffield
Parents and community leaders are encouraged to take an active role in school activities. The following are ways in which parents and community leaders are provided information:

- Open House Preparation & Implementation-Ms. Greenlee, Ms. Braswell, Mrs. McCollum, Ms. Goldsby, (ParentLink) communication & Volunteer opportunities- Attendance Clerk (TBA) and VIPS Coordinator
- Club and Team Fundraisers- Mr. White, Mr. Goodloe, Ms. Braswell Registration/Check-in -Mr. Langston, White, & Mrs. Ruffins
- Attendance- Field Trips: Mr. Bernard, Knight, Goodloe & Attendance Clerk-TBA
- 8th Grade Formal Dance and Promotion Ceremony- Mr. Bernard
- Career Day- Ms. Austin, Mrs. McCollum, Ellington & Ms. Goldsby
- Hispanic Heritage, Black History, etc. programs: Mr. Maglione, Mr. Moore, Mr. Scott, Mr. Hill
- Campus clean-up beautification committee: Ms. Wright, Mr. White, Mr. Green, Ms. Greenlee Parent
- Information Table- Ms. Adrienne, Ms. Butcher & Mr. Bernard
- Parent Center Maintenance- Ms. Greenlee
- Field Day- Mr. Porter, Mr. Bernard, Mr. White, Ms. Braswell, Students Transition Programs -Mr. Bernard, Ms. Goldsby
- Parent and Family Action Team- Ms. Greenlee, Ms. Butcher, Mr. Bernard
- Parent Computer Workshops-Ms. Greenlee, Ms. Miller, Mr. Knight, Mrs. Shuffield New Parent
- Orientation- Ms. Greenlee
- Southwest Partnerships, Hometown Health Initiative, and Business Leaders-Mrs. Ruffins, Ms. Greenlee, Ms. Espinosa & Mr. Porter
- "Feet to the Seat" attendance initiative: Ms. Greenlee, Ms. Espinosa & Mr. Langston

7: Building Capacity of Parents

CMS plans the following meetings/functions to increased parent and family engagement: to build staff and parent capacity for improving student achievement through digital means, attendance incentives, and communication skills. Cloverdale PTSA assists with these activities. Activities are scheduled during various times. We will offer online and virtual opportunities for parents to participate through live streaming and video recorded messages.

This will be accomplished through the use of Zoom applications, online and blended learning applications.

Parents and Families will be given several opportunities to learn how to use Schoology online application tool for student learning.

Parent and Family Engagement Action Team, Monthly, 1st Thursdays at 9:00 AM

- Parent and Family Engagement Activity Nights and PTSA: October 15, November 5, December 10, January at a home Basketball Game (To Be Announced), February 18,
- March 11, April 15, and May 13
- Open House: September 2020 (TBA): Grade Level Teams, Parent and Family Engagement Action Team, Administrators
- Title I Town Hall Family Night: September 2020 (TBA)
- Grade Level Assemblies: Each month beginning with September – Mr. Bernard, Ms. Braswell, Mr. Porter
- Parent/Teacher Conferences: October, 2020 and February, 2021 (TBA)
Parents and community leaders are encouraged to take an active role in school activities. The following are ways in which parents and community leaders are provided information:

- Open House Preparation & Implementation-Ms. Greenlee, Mrs. McCollum, Ms. Goldsby, Ms. Langston, Mr. White, & Mrs. Ruffins
- Braswell (ParentLink) communication & Volunteer opportunities- Attendance Clerk and VIPS Coordinator
- Club and Team Fundraisers- Mr. White & Mr. Goodloe, Ms. Braswell Registration/Check-in -Mr. Langston, Mr. White, & Mrs. Ruffins
- Attendance on Field Trips- Mr. Bernard, Mr. Knight, Mr. Goodloe
- 8th Grade Formal Dance and Promotion Ceremony- Mr. Bernard
- Career Day- Ms. Austin, Mrs. McCollum, Ellington & Ms. Goldsby
- Hispanic Heritage, Black History, etc. programs: Mr. Maglione, Mr. Moore, Mr. Scott, Mr. Hill
- Campus clean-up beautification committee: Ms. Wright, Mr. White, Mr. Green, Ms. Greenlee Parent
- Information Table- Ms. Greenlee, Ms. Butcher & Mr. Bernard
- Parent Center Maintenance- Ms. Greenlee
- Field Day- Mrs. Ruffins, Mr. Bernard, Mr. White, Ms. Braswell, Student Transition Programs -Mr. Bernard, Ms. Goldsby, Ms. Earnest
- Volunteer Luncheon- Ms. Greenlee, Ms. Braswell, Media Spec., VIPS Representative Parent and Family Action Team- Ms. Greenlee, Ms. Butler, Mr. Bernard
- Parent Computer Workshops-Ms. Greenlee, Ms. Miller, Mr. Knight, Mrs. Shuffield New Parent
- Orientation- Ms. Greenlee
- Southwest Partnerships, Hometown Health Initiative, and Business Leaders-Mrs. Ruffins, Ms. Greenlee, Ms. Espinosa and Mr. Porter
- "Feet to the Seat” attendance initiative: Ms. Greenlee, Ms. Espinosa & Mr. Langston
The school will provide resources for parents on a regular basis:

- Educational informational packages to parents distributed quarterly. Our parent center is open to parents with a variety of information documents that are relative to community resources, general educational (high school and college), health/nutrition, child care, parenting, and district/state Conferences/Trainings. (Limited capacity, and CDC guidelines in place)
- The school will promote and support responsible parenting by purchasing books, magazines and other reading materials through the school library with opportunities for parents to browse and review.
- The school administration will designate a certified staff to serve as a parent facilitator.

The school will use the parent interest surveys to select, plan, and implement parent and family engagement activities that will be offered throughout the year by demonstrating the following:

- The school will conduct a survey to identify parent needs, areas of interests, and suggestions for generating activities that are beneficial for the family, student, school and the community. We will ask parents to evaluate our performance of meeting their needs as well as follow-through on implementation of expected activities, meetings, and academic planning sessions.
- The school will evaluate the activities suggested by parents at the end of the year as part of the annual parent and family engagement plan evaluation.
- The school will sponsor seminars and transition orientations to inform parents how to be involved in the decisions affecting course selections, career planning and preparation for post-secondary opportunities.

8: Building Capacity of School Staff

Professional Development training for teachers and administrators on virtual and online

CMS plans the following meetings/functions to increase parent and family engagement: to build staff and parent capacity for improving student achievement through digital means, attendance incentives, and communication skills. Cloverdale PTSA assists with these activities. Activities are scheduled during various times.

PLEASE CALL THE FRONT OFFICE AND ASK TO BE TRANSFERRED TO THE INDIVIDUALS REGARDING ACTIVITIES: 501-447-2500.

CMS plans the following meetings/functions to increased parent and family engagement: to build staff and parent capacity for improving student achievement through digital means, attendance incentives, and communication skills. Cloverdale PTSA assists with these activities. Activities are scheduled during various times. Due to the COVID-19, activities are planned but may be disseminated through online platforms, Zoom meetings, and maintaining social distancing.

- Parent and Family Engagement Action Team, Monthly, 1st Thursdays at 9:00 AM
- Parent and Family Engagement Activity Nights and PTSA: October 15, November 5, December 10, January at a home Basketball Game (To Be Announced), February 18,
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- Mrs. Ruffins, Ms. Braswell, Mr. Bernard, Mr. Porter, Ms. Greenlee, Ms. Espinosa
- Literacy and Math Family Night, Tax Tips, Homework Tips: November 5, 2020, Ms. Strong, Ms. Braswell, Mr. Tippen, Mr. Ishmon, Ms. Cleveland
- Music, Arts, Special Education, Holidays Family Night: December 10, 2020, Mr. Scott, Mrs. Gibson, Mr. White, Ms. Johnson
- Science Family Night, Health and Wellness: January 14, 2021 Mrs. Butte and Mr. Antonio Moore, Jones
- Social Studies, Gifted and Talented, and ACT Aspire Family Night: February 18, 2021, Ms. Goldsby, Mrs. Williams, Ms. Beam, Mrs. Daneshmandi, Mrs. McCollum
- Southwest Cluster Night, March 11, 2021: District Event at South City Church
- Aerospace, College and Career Fair, AVID Family Night: April 15, 2021, Mr. St. Pierre, Mrs. Austin, Ms. Glason, Mrs. Forsberg & Ms. Ellington
- Music, Robotics, Broadcasting, and Arts Festival Family Night: May 13, 2021, Mr. Scott, Ms. Wright, Ms. Oxford, Mr. Knight, Mrs. Shuffield

9: Building Capacity-Discretionary

Cloverdale Middle School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent participation and involvement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Cloverdale participates on the LRSD NNPS Southwest School Cluster Team. Contact Person: Ms. Greenlee at 501- 447-2520 Karen.Greenlee@lrsd.org

COMMUNICATION Cloverdale Middle School (CMS) will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction by:

The school will maintain a school website to provide on-going communication of classroom, school events, and meetings.

The school will provide computer training sessions on E-School, Verizon Innovation Learning (IPAD’s for students) and technology training to assist parents in accessing their child’s grade reports and to provide assistance with homework through digital learning applications.
• Parent may communicate with Teachers and Administrators through phone calls, emails, conferences and school visits.

• The Parent Coordinator and Parent Facilitator will provide assistance to parents through workshops, correspondence, and phone calls to facilitate active involvement in academic activities.

• The Principal will provide a monthly report at PTSA meetings to parents on past, present, and future classroom activities, assessments and students’ overall progress.

• The school will utilize parent link, social media, flyers, and newsletters to communicate regarding the Parent & Family Engagement Plan distribution and notifications of school events and the need for their support.

• Parents will be provided information in the language they can understand.

• The school will provide a Parent Center for parents to use computers and access online parenting materials.

• The school will provide interim progress reports to parents on their students’ academic progress.

• The school as well as the VIPS (Volunteers in Public School Office) provides volunteer training.

• Parent Information Packet posted to the school’s website with a link available on Agendas for Parent Meetings. Parents will be informed of locations of Parent Information Packets through Parent Link and signage posted in the office. Copies available in the Parent Center, front office, counselors’ offices, and Media Center.

• Documents uploaded with a link to google translator and also in Spanish. Parents will have the opportunity to sign off on the District Parent and Family Engagement Plan during parent teacher conferences

• **Parents and community leaders are encouraged to take an active role in school activities. The following are ways in which parents and community leaders are provided information:**

  • Open House Preparation & Implementation-Ms. Greenlee Mrs. McCollum, Ms. Goldsby, Ms. Braswell
  • (ParentLink) communication & Volunteer opportunities- VIPS Coordinator
  • Club and Team Fundraisers- Mr. White & Ms. Ellington, Ms. Braswell
  • Registration/Check-in -Mr. Langston, Mr. White, & Mrs. Ruffins
  • Attendance on Field Trips- Mr. Bernard, Mr. Knight, Mrs. Counts & Ms. Ellington
  • 8th Grade Formal Dance and Promotion Ceremony- Mr. Bernard
  • Career Day- Ms. Austin, Mrs. McCollum, & Ms. Goldsby
  • ❖ Hispanic Heritage, Black History, etc. programs: Mr. Maglione, Mr. Trammell,
Mr. Scott, Mr. Hill

- Campus clean-up beautification committee: Ms. Wright, Mr. White, Mr. Green, Ms. Greenlee
- Parent Information Table- Ms. Greenlee, Ms. Butcher & Mr. Bernard
- Parent Center Maintenance- Ms. Greenlee
- Field Day- Mrs. Ruffins, Mr. Bernard, Mr. White, Ms. Braswell,
- Student Transition Programs -Mr. Bernard, Ms. Goldsby, Ms. Earnest
- Volunteer Luncheon- Ms. Greenlee, Ms. Braswell, Mrs. Kesler, VIPS Representative
- Parent and Family Action Team- Ms. Greenlee, Ms. Butcher, Mr. Bernard
- Parent Computer Workshops-Ms. Greenlee, Ms. Miller, Mr. Knight, Mrs. Shuffield
- New Parent Orientation- Ms. Greenlee
- Southwest Partnerships, Hometown Health Initiative, and Business Leaders-Mrs. Ruffins, Ms. Greenlee, Ms. Espinosa
- “Feet to the Seat” attendance initiative: Ms. Counts, Ms. Greenlee, Ms. Espinosa

COMPACT As a means of working with parents to create a School-Parent-Compact, the following will take place:

- School and parents will collaborate and sign an agreement on the goals in improving their child’s success in the education process. Parent/Guardian, Student, Principal, Teacher Agreements are found in the Parent and Family Engagement Plan.

The School will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, the parent engagement plan, the Annual title I Meeting to engage them in the decision-making process regarding the school’s Title I, Part A Program by extending efforts and providing parents with information:

- Parents will receive information that will express opportunities for individuals to become involved in attending school meetings, planning sessions, and collaborative efforts of pooling resources to generate and implement suggestions and ideas as it relates to development, implementation and evaluation of the parent engagement plan, school’s operation to enhance academic achievement. Parents will also be asked to serve on curricular and extracurricular committees.
- The school will extend efforts to recruit alumni to create an alumni advisory commission to provide advice and guidance for school improvement.
- The school will enable the formation of a Parent Teacher Student Association that will foster parental and community involvement within the school.

PARENT CAPACITY The school will provide resources for parents on a regular basis:

- Educational informational packages to parents distributed quarterly. Our parent center is open to parents with a variety of information documents that are relative to community resources, general educational (high school and college), health/nutrition, child care, parenting, and district/state Conferences/Trainings.
• The school will promote and support responsible parenting by purchasing books, magazines and other reading materials through the school library with opportunities for parents to browse and review.
• The school administration will designate a certified staff to serve as a parent facilitator.

The school will engage parents in the evaluation of our parent and family engagement efforts by demonstrating the following:

• The school will extend our efforts to increase visibility of parents, involvement in PTSA, school visitations to attend roundtable discussions of identifying and addressing specific needs; as well as welcome feedback on implementation of strategies to improve parent and family engagement and academic achievement.

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• The school will evaluate the activities suggested by parents at the end of the year as part of the annual parent and family engagement plan evaluation.
• The school will sponsor seminars and transition orientations to inform parents how to be involved in the decisions affecting course selections, career planning and preparation for post-secondary opportunities.

Annual Title I Meeting:

• The school will conduct an Annual Title I Town Hall meeting for and with parents of students who attend Cloverdale on September 2020. The following documents, agenda, sign-in-sheets and minutes will be located in a file in the front office.
• Ample time is allotted to provide a description/explanation of curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet.

RESERVATION OF FUNDS During Parent & Family Engagement Committee meetings and the Title I Meeting, the allocation of funds and how the funds will be utilized will be provided and discussed.
DISCRETIONARY National Network of Partnership Schools: Cloverdale Middle School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent participation and involvement in the school and community. To support the six types of involvement, Cloverdale participates on the LRSD NNPS Southwest School Cluster Team.

PTSA INFORMATION:
Parents and families may join PTSA to support their children! We need you! Dues are $5.00 per member. It often includes an opportunity to win a prize with membership. Our Parent Action Team and PTSA Board meet monthly. Please consider joining by emailing Karen Greenlee at Karen.Greenlee@lrsd.org, 501 447-2520 or David Bernard, Jr. at David.Bernard@lrsd.org, 501 447-2509. We participate in monthly district level activities and school level family nights.

SCHOOL CONTACT INFORMATION:
Most staff members may be reached by email with their first name . last name @ lrsd.org For example: Karen.Greenlee@lrsd.org

CLOVERDALE MIDDLE SCHOOL
2020-2021
Will be Updated
PHONE LIST

MAIN TELEPHONE NUMBER (501) 447-2500
OFFICE FAX NUMBER (501) 447-2501
REGISTRAR/COUNSELOR'S FAX NUMBER (501) 447-2596
SPED FAX NUMBER (501) 447-2525
AP (BERNARD) FAX NUMBER (501) 447-2597

Updated 1/6/20

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I can volunteer!

Our school is creating a resource database of volunteer information. Completing this form does not obligate you but will enable the school to communicate appropriate opportunities to you for your consideration—which are in keeping with your interests. Your involvement is important to your child’s education.

Name: ______________________ Relation to student: ______________________

Student name: ______________________ Teacher / grade: ______________________

Student name: ______________________ Teacher / grade: ______________________

Mailing Address: ______________________

Zip code: ______________________ E-mail address: ______________________

Daytime phone number: ______________________ Other phone number: ______________________

There are many ways to get involved! Check the opportunities that interest you:

- Tutor
- Homeroom parent
- PTA committees
- Take home projects
- Health
- Phone committee
- Campus beautification
- Newsletter
- Hospitality
- Field trip chaperone
- Office / Clerical Support
- Fundraisers
- Mentor
- Classroom speaker
- Reading Buddy
- Other: ______________________

Other: ______________________ Other: ______________________

Times available: From ______ to ______ on ______

From ______ to ______ on ______

From ______ to ______ on ______

☐ Call me when you need me. I will be happy to check my schedule.

Thank you for your willingness to help.
We will be contacting you soon.
¡Yo puedo ser un voluntario!

Nuestra escuela tiene una base de datos de información de nuestros voluntarios. Completa esta forma no lo obliga a ser voluntario, solo le permitirá a la escuela comunicarle las oportunidades que hay para usted para que las considere conforme a su interés. Su participación es importante para la educación de su hijo(a).

Nombre: __________________ Relación con estudiante: __________________

Nombre del estudiante: __________________ Maestra / grado: __________________

Nombre del estudiante: __________________ Maestra / grado: __________________

Dirección: __________________

Código postal: __________________ Correo electrónico: __________________

Número de teléfono durante el día: __________________ Otro: __________________

..........................................................................................................................

¿Hay muchas maneras de participar! Señale las oportunidades en las que está interesado(a):

☐ Tutor ☐ Ayudar en el aula ☐ Comité del PTA ☐ Llevar proyectos a casa ☐ Salud
☐ Contestar el teléfono ☐ Embellecer la escuela ☐ Boletín de información ☐ Hospitalidad
☐ Acompañar a las excursiones ☐ Ayudar en la oficina ☐ Ayudar a recaudar fondos ☐ Mentor
☐ Hablarle a los niños en el aula ☐ Leer en el aula ☐ Otro: __________________

☐ Otro: __________________ Otro: __________________

Horas en las cuales puedo participar: De _____ a _____ el día _________

De _____ a _____ el día _________

De _____ a _____ el día _________

☐ Si la escuela necesita mi ayuda puede llamarme. Revisaré mi horario.

Gracias por su deseo para ayudar.
Le estaremos llamando muy pronto.
VOLUNTEER APPLICATION

Name: ________________________________

Last Name  First Name  Middle Initial  Maiden Name  Cell Phone

Address: ____________________________________________________________

Street  City  ZIP  Home Phone

Home E-mail: ________________________________  Office: ____________________________

Occupation: ________________________________  Employer  Position  Work Phone

Birth date: ______/____/____  Race: __________________________  Gender: ____________  SS#: ______________

Do you have any disabilities that may require special accommodations? __________________________________________

Have you ever been convicted of, or are you currently being charged with any felony? ____________________________

Special skills and interest: ____________________________________________

Check the box(es) best describing you and/or your association with the district:  
☐ family of LRSD student  
☐ community volunteer  
☐ district employee  
☐ University student __________________________  
☐ member of volunteering organization __________________________  
☐ Partners in Education employee __________________________  

Which volunteer opportunities are you most interested in?  
☐ Mentor (weekly)  
☐ Tutor (weekly)  
☐ PTA/Special Projects  
☐ Resource speaker  
☐ Clerical/staff assistance  
☐ Field Trip Chaperone  
☐ Reader  
☐ Other __________________________

What age children would you like to work with?  
☐ no preference  
☐ Elementary, grades PreK-2  
☐ Elementary, grades 3-5  
☐ Middle School, grades 6-8  
☐ Senior High  
☐ Adult staff and volunteers

Is there a time and/or day of the week that is best for you? __________________________________________

School(s) preferred (Name or geographic area): __________________________

Is there a particular student or employee you are interested in working with? ____________________________

How did you learn about Volunteers in Public Schools? __________________________________________

By affixing my signature below, the Little Rock School District is authorized to conduct background checks in determining my volunteer placement eligibility. I authorize law enforcement and background check agencies to release any information that they may have relative to processing this application. I do hereby release the Little Rock School District - and all other parties involved in processing my application - from all liability for furnishing such information. I certify all information provided is true and correct.

I have also read the VOLUNTEER CODE OF CONDUCT (on back or attached to this document). Sign and date below:

Signature: ____________________________  Date: ____________________________

Office use only:

Volunteers in Public Schools • Little Rock School District • 610 N. Harrison Street • Little Rock, AR 72205 • 447-VIPS
SOLICITUD DE VOLUNTARIO

Nombre: ____________________________
Apellido Nombre de Pila Inicial segundo nombre Nombre de soltera Teléfono celular

Domicilio: 
Calle Ciudad Código Postal Teléfono particular

Correo electrónico particular: ____________________________ de la oficina: ____________________________

Ocupación: 
Empleador Función Teléfono del trabajo

Fecha de nacimiento: __/__/______ Raza: ________ Género: ________ Número de SS: __________

¿Tiene alguna discapacidad por la cual requiere comodidades especiales? ______________________________________________________

¿Alguna vez ha sido condenado por o actualmente está siendo acusado de un delito grave? __________________________________________

Habilidades especiales e intereses: ________________________________________________________________

Marque el casillero(s) que mejor lo describen a usted y/o a su relación con el distrito:  
☐ Familiar de un estudiante de LRSD  ☐ voluntario en la comunidad  ☐ empleado del distrito  ☐ estudiante universitario

☐ miembro de una organización de voluntariado

¿En qué actividades de voluntariado está más interesado?  
☐ Mentor (semanal)  ☐ Tutor (semanal)  
☐ Conferencista/orador  ☐ Asistente administrativo/personal  ☐ Acompañante en excursiones escolares

☐ Lector  ☐ Proyectos especiales/de PTA  ☐ Otro __________

¿Con niños de qué edad le gustaría trabajar?  
☐ Sin preferencias  ☐ Primaria, grados PreK-2

☐ Primaria, grados 3-5  ☐ Escuela Intermedia, grados 6-8  ☐ Escuela preparatoria  ☐ Personal adulto y voluntarios

¿Hay algún horario y/o día de la semana que le convenga más? ____________________________

Escuela(s) de preferencia (Nombre o zona geográfica): __________________________________________

¿Hay algún estudiante o empleado con el cual tenga interés en trabajar? ______________________________

¿Cómo se enteró del programa Volunteers in Public Schools? ________________________________________

Al firmar al pie de la presente, autorizo al Distrito Escolar de Little Rock a verificar mis antecedentes con el fin de determinar si soy elegible para participar como voluntario. Por la presente, autorizo a la fuerza policial y a las entidades de verificación de antecedentes a divulgar toda información que puedan tener relacionada con el procesamiento de la presente solicitud. Por la presente, libero de toda responsabilidad al Distrito Escolar de Little Rock, y a las demás partes involucradas en el procesamiento de mi solicitud, por suministrar dicha información. Dejo constancia que toda la información antes mencionada es verdadera y correcta.

Asimismo, he leído el CÓDIGO DE CONDUCTA DEL VOLUNTARIO (al dorso o adjunto al presente documento).

Firma: ____________________________ Fecha: ____________________________

Sólo para uso de la oficina

Recibido: ____________________________ Código ID / Colocación: ____________________________ ID ____________________________

Recibido: ____________________________

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HOW TO BECOME A VOLUNTEER?
It’s all right here!

Download Application
• Click here to print a Volunteer Application.

Photocopies or scanned applications are not accepted. Please forward to: ViPS . 616 North Harrison Street . Little Rock, AR 72205

FAQs for Volunteers

May I volunteer?

Anyone volunteering at any LRSD school must be vetted by the Volunteers in Public Schools (ViPS) office, prior to placement. ViPS’ policy and procedural guidelines must be followed when utilizing volunteers in LRSD schools.

National and FBI screenings are not conducted through ViPS. Volunteers should not be placed in any assignment that requires Federal Bureau of Investigation and/or national background checks on the individual. Volunteers vetted through ViPS do not meet the Arkansas Department of Education rules governing background checks for those individuals serving as substitute teachers.

What are the background check requirements for volunteers?

LRSD policy requires individuals wishing to serve as general volunteers to complete the Arkansas Criminal and Central Registry background checks prior to any volunteer placement.

Background Checks for Volunteers

A person wishing to volunteer may not perform volunteer services requiring a ViPS background check until a clear background check is received by the District.

For the purposes of this policy, “clear background check” for a LRSD volunteer* means that:

A background check was performed on the potential school volunteer in accordance with A.C.A. §§ 12-12-1601 et seq.;

The potential school volunteer has not committed any of the crimes or offenses contained in A.C.A. §§ 6-17-410, 6-17-411 or 6-17-414 according to the Arkansas Criminal background check; and

the potential school volunteer’s name was not found on the Child Abuse Central Registry.

* National and FBI screenings are not conducted through ViPS. Volunteers should not be placed in any assignment that requires Federal Bureau of Investigation and national background checks. ViPS vetted volunteers have not met the requirements of those required for substitute teachers.
Training Opportunities

Volunteers in Public Schools  ♦  Little Rock School District

Tutor Training

Get ready to make a difference - help LRSD students learn to love reading!

Trainings will be available via ZOOM or in person (four or less attending) following CDC guidelines after July 15.

ViPS Chairperson Training

A typical school day may look different, but there are still many ways volunteers are supporting our students and schools. Make sure their efforts count!

Training will be available after July 15 via ZOOM or in person (four or less) following CDC guidelines.

To schedule a personal ViPS Chairperson orientation and training, please contact Jackie Merrell or call 447-ViPS. Click here to complete and forward information.

Would you like to become an Arkansas Scholars presenter?

Click here for more information, to register for training, or to select a class!

Volunteer orientations and trainings for all other placements are routinely held the first Thursday of each month (excluding the month of July). Registration for any training is required so we can prepare for your visit and have your supplies ready for you!

For more information, call the ViPS office: 447-ViPS. Complete our volunteer application today!

How would you like to serve?
Ctrl key and click here!
THE KEYS TO SUCCESSFUL
SCHOOL, FAMILY, AND COMMUNITY PARTNERSHIPS
EPSTEIN’S SIX TYPES OF INVOLVEMENT

**PARENTING:** Assist families with parenting and child-rearing skills, understanding child and adolescent development, and setting home conditions that support children as students at each age and grade level. Assist schools in understanding families.

**COMMUNICATING:** Communicate with families about school programs and student progress through effective school-to-home and home-to-school communications.

**VOLUNTEERING:** Improve recruitment, training, work, and schedules to involve families as volunteers and audiences at the school or in other locations to support students and school programs.

**LEARNING AT HOME:** Involve families with their children in learning activities at home, including homework and other curriculum-related activities and decisions.

**DECISION MAKING:** Include families as participants in school decisions, governance, and advocacy through PTA/PTO, school councils, committees, action teams, and other parent organizations.

**COLLABORATING WITH THE COMMUNITY:** Coordinate community resources and services for students, families, and the school with businesses, agencies, and other groups, and provide services to the community.
Claves para una Asociación Exitosa
Seis Tipos de Participación

Use las claves de una asociación exitosa para desarrollar un programa amplio de seis tipos de participación entre la familia y la comunidad para aumentar el éxito del estudiante.

**PADRES:**
Dar asistencia a las familias con técnicas para la crianza y el establecimiento de las condiciones del hogar necesarias para darle apoyo a los niños estudiantes. Dar también asistencia a las escuelas para que comprendan a las familias.

**COMUNICACIÓN:**
Tener comunicación efectiva entre la escuela y el hogar, y viceversa, sobre los programas escolares y el progreso del estudiante.

**VOLUNTARISMO:**
Organizar a voluntarios y público en general para darle apoyo a la escuela y a los estudiantes. Proporcionar oportunidades para voluntarios en varias localidades y en distintos horarios.

**APRENDIZAJE EN EL HOGAR:**
Involucrar a la familia en las tareas de sus hijos así como también en otras actividades y decisiones relacionadas al currículo.

**TOMA DE DECISIONES:**
Incluir a las familias como participantes en las decisiones de la escuela y desarrollar líderes y representantes entre los padres.

**COLABORACIÓN CON LA COMUNIDAD:**
Coordinar los recursos y los servicios de la comunidad para las familias, los estudiantes y la escuela. Proporcionar servicios a la comunidad.

Para mayor información, visite el “website” de National Network of Partnership Schools at Johns Hopkins University:
wwwpartnershipschools.org