Parental and Family Engagement Plan and Parent Information Packet

School Mission: Carver Magnet is a school that values families. Our family includes students, parents, and staff working together as a learning community to prepare our scholars for academic and social success in a global environment.

1. Carver Magnet is a science, mathematics, and basic skills elementary school. Carver Magnet serves students in Pre-K through 5th grade. Carver Magnet, in partnership with our parents, is committed to providing a comprehensive, challenging academic and social education to all children -- as the foundation for their personal success and the success of our society. Carver is identified as a school in need of additional targeted support (ATS). Carver Magnet receives Title I funds. All Carver students receive breakfast and lunch at no cost.

Parent and Family Engagement Committee
Clifton Woodley, Principal
Carmen Langston, Parent Facilitator
Sarah Brown, Pre-K Teacher
Paula Schilling, Technology Specialist
June Joseph, Resource Teacher
Latoya London, PTA President
Ginny Belotti, Parent Liaison
Latoya Davis-Stewart, PTA Board Member
Wendell Redmond, Community Liaison
Parental and Family Engagement Plan and Parent Information Packet

Where is the Carver Parent Center?
Carver's parent center is located in the rotunda of our school just beside the check in desk. There is a bench for parents to utilize when browsing. Parents may also check out parenting books and materials from our Media Center.

The Carver Magnet Parent Center is open during school hours. Parents are welcome to visit any time school is in session. We ask that all visitors sign in at the security check in and get a pass.

Our school shall establish a nurturing atmosphere so that parents will always feel welcome~

Carver ES has designated staff members and parents to serve on our Parental Engagement/Involvement Committee to fulfill our goals and jointly development our plan. Carver will communicate with parents, families and school staff to build capacity in the following ways:

- Various parent and family engagement workshops and activities will be provided to build parent and staff capacity. The topics and dates will be listed and updated in the Parent & Family Engagement Information Packet.
- Weekly newsletter and calendar of upcoming events of The Carver Courier Newsletter will include staff and student articles, a parent corner, a calendar of upcoming events, school functions, and district-wide events.
- Parents will be able to access their child's progress and grades on eSchool HAC o (Home Access Center) Parents may log in using their child's pin number which is given at the beginning of the year. See the front office for another copy.
- Two grades a week will be posted in eSchool HAC
- Technology workshops for parents
- Utilize Parent link calls to remind parents of upcoming events
- Ways to eliminate language barriers (language and format).
- All staff will receive professional development to support parental engagement activities as determined by building level administrator.
- All staff will receive professional development to support parental engagement activities as determined by building level administrator.
Parental and Family Engagement Plan and Parent Information Packet

- At the beginning of the year, parents will receive information on how to access the Little Rock School District Handbook online. Parents will receive a copy of the Carver Student Handbook, and a Carver Parent Handbook.
- A Parent Center will be made available for parents throughout the school year that will offer tips in the form of fliers, brochures, books, and handouts on the following, but not limited to:
  - How to Help Your Child Study, Effective Parent-Teacher Communication, School Reports Cards, Improving Your Child's Learning, Helping Your Child Learn to Read, and Your Child's Homework.
- Parents may utilize library computers to check student grades
- Carver will provide information to parents about volunteer opportunities
- Carver will provide information for volunteer opportunities through newsletters and websites.
- Carver will provide volunteer training through the LRSD VIPS program as well as school based training.
- Parents and community members will be invited to read, tutor, help with field trips, field day, and other special events.
- Carver will provide a PTA which can be joined for $10. Contact LaToya London or the front office for more information.

Carver will provide a yearly Title I Annual Meeting along with informing the Parental Engagement Committee meeting to provide information regarding Title I funding, curriculum, school improvement plan; distribution of the yearly Parent & Family Engagement Plan; and other required components. The Title I meeting date: September 5, 2019 Contact: Principal Woodley.

- Parental involvement funds allocated through Title I will only be spent for events targeted at engaging families.
- Parents will have the opportunity to have a say in expenditures of this nature which may be discussed at PTA events
- During the 2019-2020 annual Title I meeting, it was communicated to parents the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than $500,000.00 which means that Carver's share of the required 1% reservation was $1,081.20. It was also suggested that parents could email and/or meet with the principal or the school's parent facilitator with suggestions or recommendations of how to spend those funds.
It was also suggested that parents could meet (as a group of parents) and develop a list of activities and programs centered specifically on parent/family engagement activities. That list would be submitted to the principal or school parent facilitator and discussed at the school's leadership meeting.

Carver will engage parents in the evaluation of potential involvement efforts:
- A survey will be provided to critique parent involvement attempts.
- Carver parents will be involved in the ACSIP reviews on a yearly basis.
- The parent involvement committee will meet with parents to gain feedback about effort School staff and parents at Carver Elementary will work together to update a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students' academic achievement levels. All stakeholders will have input and may sign the compact. Parents will be able to contact teachers via email or telephone. School-Parent Compact School staff and parents at Carver Elementary will work together to update a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students' academic achievement levels. All stakeholders will have input and may sign the compact. Carver Magnet Student/Parent Compact As parents/guardians and staff working together to provide the best learning environment for all children, it is important that we all fully understand and support Carver's expectations.

To coordinate with other services, Carver will:
- Encourage and support all staff and parents to join and participate in PTA activities
- Encourage feedback for our Parental & Family Engagement Plan located on the LRSD and Carver websites.
- II. Coordination of Services: Carver will work with the following community partners to ensure student enrichment and success:
  - Miles Memorial Church
  - New Birth Church
  - Emmanuel Baptist Church – Carver ECC
  - First Security Bank – Carver ECC

To build parent and staff capacity, Carver will have designated staff members and parents to serve on our Parental Engagement/Involvement Committee to fulfill our goals.
- Various parent and family engagement workshops and activities will be provided to build parent and staff capacity. The topics and dates will be listed and updated in the Parent & Family Engagement Information Packet.
- Weekly newsletter and calendar of upcoming events of The Carver Courier Newsletter will include staff and student articles, a parent corner, a calendar of upcoming events, school functions, and district-wide events.
Parental and Family Engagement Plan and Parent Information Packet

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- Two grades a week will be posted in eSchool HAC
- Technology workshops for parents
- Utilize Parent link calls to remind parents of upcoming events

Carver will provide resources for parents:
- Provide material to check out in the Media Center.
- Survey parents and staff to see what resources are needed the most.
- Provide a parent center and display signs for easy identification and access.
- Provide a parent information center located near the office.
- Offer workshops for parents (ex. "How to access eSchool")

Carver will engage parents in the evaluation of potential involvement efforts:
- A survey will be provided to critique parent involvement attempts.
- Carver parents will be involved in the ACSIP reviews on a yearly basis.
- The parent involvement committee will meet with parents to gain feedback about effort. Carver will use the parent interest surveys to select, plan, and implement parental involvement activities that will be offered throughout the year.
- The school will use the results of the survey to prioritize the needs of the parents.
- Activities will be designed to help meet these needs.
- Surveys will be discussed at Title One meetings to better serve our parents with needs and/or changes as they arise.
- Survey for Parents and Families of Carver Magnet Elementary
  - Please complete the following survey so that we may include your input in determining our school improvement objectives for next year.
    - Provided at the end of this document

Carver Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership 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, and volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Carver Elementary participates in the LRSD NNPS Central-East School Cluster Team.
Six Types of Involvement: Keys to Successful Partnerships

1. **Parenting**: Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.

2. **Communicating**: Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.

3. **Volunteering**: Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.

4. **Learning at Home**: Involve families with their children on homework and other curriculum-related activities and decisions.

5. **Decision Making**: Include families as participants in school decisions, and develop parent leaders and representatives.

6. **Collaborating with the Community**: Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

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**Carver Pledge**

Today I will make good choices.

I will not hurt anyone physically, verbally, or emotionally. I will do my best at all times.

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**Carver Staff Extensions (K-5)**

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<tr>
<th>CARVER MAGNET ELEMENTARY STAFF 2019-2020</th>
<th>Room</th>
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<td>Allison, Elizabeth</td>
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Parental and Family Engagement Plan and Parent Information Packet

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<td>Morgan, Latoya</td>
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Parental and Family Engagement Plan and Parent Information Packet

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<td>Garden Room</td>
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<td>Workroom</td>
<td>Lounge</td>
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<td>Reception Desk</td>
<td>Front Rotunda</td>
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Carver Magnet Elementary  
2019-2020 Calendar of Events

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>August 6</td>
<td>Professional Development 3 hours/work day or ACT 1309 3 hours</td>
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<tr>
<td>August 7</td>
<td>Professional Development 3 hours/work day or ACT 1309 3 hours</td>
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<td>August 8</td>
<td>Professional Development 6 hours district based</td>
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<tr>
<td>August 9</td>
<td>Professional Development 3 hours/Work day 3 hours</td>
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<td>August 12</td>
<td>Work Day/ACT 1309</td>
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<td>August 13</td>
<td>First Day of School</td>
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<td>August 16</td>
<td>House Assembly</td>
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<td>August 23</td>
<td>First House meeting 1:30-2:15</td>
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<td>September 2</td>
<td>Labor Day – No School</td>
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<td>September 3</td>
<td>House meeting</td>
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<td>K-2 NWEA Reading and Math window opens</td>
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<td>September 5</td>
<td>Open House</td>
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<td>September 6</td>
<td>Pre-k Grandparent’s Day</td>
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<td>K-5 Grandparent’s Day</td>
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<td>September 12</td>
<td>Boy Scout Night</td>
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<td>September 15</td>
<td>Hispanic Heritage month begins</td>
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<td>September 15-21</td>
<td>Security Appreciation Week</td>
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<td>September 21</td>
<td>Garage Sale Fundraiser</td>
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<td>Progress reports sent home</td>
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<td>October 10</td>
<td>End of first quarter</td>
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<td>Conferences after school 3 hours</td>
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<td>Parent/Teacher Conferences 8am-12pm</td>
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<td>Hispanic Heritage month ends</td>
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<td>October 16</td>
<td>Boss Appreciation Day</td>
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<td>October 21</td>
<td>Report cards sent home</td>
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<td>Awards</td>
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<td>Red Ribbon week begins</td>
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<td>K,1,2,4 Hearing and Vision Screening</td>
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<td>STEAM Day</td>
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<tr>
<td></td>
<td>Pre-K pumpkin patch/fall festival</td>
</tr>
<tr>
<td>October 30</td>
<td>Book Character Dress up day</td>
</tr>
<tr>
<td>October 31</td>
<td>Professional Development</td>
</tr>
<tr>
<td>November 1</td>
<td>Professional Development</td>
</tr>
<tr>
<td>November 4</td>
<td>House meeting</td>
</tr>
<tr>
<td></td>
<td>Staff meeting</td>
</tr>
<tr>
<td>November 7</td>
<td>Pre-K Community Helpers</td>
</tr>
<tr>
<td>November 12</td>
<td>Flu Vaccine Clinic</td>
</tr>
<tr>
<td>November 18</td>
<td>NWEA K-2 window begins</td>
</tr>
<tr>
<td>November 19</td>
<td>VIPS Jane Mendel Reading Day</td>
</tr>
<tr>
<td>November 22</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>November 25-29</td>
<td>Thanksgiving Break</td>
</tr>
<tr>
<td>December 2</td>
<td>Staff Meeting</td>
</tr>
<tr>
<td></td>
<td>Fifth grade Science Fair due</td>
</tr>
<tr>
<td>December 2</td>
<td>Progress reports sent home</td>
</tr>
<tr>
<td>December 3</td>
<td>House Meeting</td>
</tr>
<tr>
<td>December 6</td>
<td>Pre-K winter musical</td>
</tr>
<tr>
<td></td>
<td>Lip Sync Battle</td>
</tr>
<tr>
<td>December 13</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>December 19</td>
<td>Winter Parties</td>
</tr>
<tr>
<td></td>
<td>Sing – a – long (1st and 2nd grade concert)</td>
</tr>
<tr>
<td>December 20</td>
<td>Frozen Day</td>
</tr>
<tr>
<td></td>
<td>Pre-K parties</td>
</tr>
<tr>
<td>December 23-Jan 3</td>
<td>End of second quarter</td>
</tr>
<tr>
<td>December 23-Jan 3</td>
<td>Winter Break</td>
</tr>
<tr>
<td>January 6</td>
<td>Record/Work Day</td>
</tr>
<tr>
<td></td>
<td>Staff Meeting 8-9 am</td>
</tr>
<tr>
<td>January 13</td>
<td>Report Cards sent home</td>
</tr>
<tr>
<td></td>
<td>Awards</td>
</tr>
<tr>
<td></td>
<td>4th Grade Science Fair Due</td>
</tr>
<tr>
<td>January 17</td>
<td>Pre-K “Marade” (Martin parade)</td>
</tr>
<tr>
<td>January 20</td>
<td>Martin Luther King Jr. Day – No school</td>
</tr>
<tr>
<td>January 27</td>
<td>ELPA testing begins</td>
</tr>
<tr>
<td>January 28</td>
<td>100th Day of school</td>
</tr>
</tbody>
</table>
### Parental and Family Engagement Plan and Parent Information Packet

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 31</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>February 3</td>
<td>Staff Meeting</td>
</tr>
<tr>
<td>February 5</td>
<td>House Meeting</td>
</tr>
<tr>
<td>February 13</td>
<td>Pre – K guest Tommy Terrific</td>
</tr>
<tr>
<td>February 14</td>
<td>Valentine’s Day Parties</td>
</tr>
<tr>
<td>February 17</td>
<td>Progress Reports sent home</td>
</tr>
<tr>
<td>February 19</td>
<td>Black History Program</td>
</tr>
<tr>
<td>February 20</td>
<td>Parent/teacher conferences – 3 hours after school</td>
</tr>
<tr>
<td>February 21</td>
<td>Parent Teacher conferences 8-12</td>
</tr>
<tr>
<td>February 24</td>
<td>Professional Development</td>
</tr>
<tr>
<td>February 25</td>
<td>NWEA starts 3-5</td>
</tr>
<tr>
<td></td>
<td>Dr. Seuss week begins</td>
</tr>
<tr>
<td>February 28</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>March 2</td>
<td>Dr. Seuss Read Across America day</td>
</tr>
<tr>
<td></td>
<td>Pre – K guest – Brian Kinder</td>
</tr>
<tr>
<td>March 3</td>
<td>House Meeting</td>
</tr>
<tr>
<td>March 9</td>
<td>Staff Meeting</td>
</tr>
<tr>
<td>March 13</td>
<td>End of third quarter</td>
</tr>
<tr>
<td>March 17</td>
<td>Saint Patrick’s Day</td>
</tr>
<tr>
<td></td>
<td>3rd and 4th grade concert</td>
</tr>
<tr>
<td>March 20</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>March 23-27</td>
<td>Spring Break</td>
</tr>
<tr>
<td>March 30</td>
<td>NWEA K – 2 testing begins</td>
</tr>
<tr>
<td></td>
<td>Report cards sent home</td>
</tr>
<tr>
<td></td>
<td>Awards</td>
</tr>
<tr>
<td>April 1</td>
<td>Paraprofessional Appreciation Day</td>
</tr>
<tr>
<td>April 3</td>
<td>House Meeting</td>
</tr>
<tr>
<td>April 6</td>
<td>Staff Meeting</td>
</tr>
<tr>
<td></td>
<td>ACT Aspire testing window begins</td>
</tr>
<tr>
<td>April 16</td>
<td>Library Media Specialist Appreciation Day</td>
</tr>
<tr>
<td>April 17</td>
<td>Pre – K Prom</td>
</tr>
<tr>
<td>April 22</td>
<td>Administrative Professional Appreciation Day</td>
</tr>
<tr>
<td></td>
<td>Earth Day</td>
</tr>
<tr>
<td>April 24</td>
<td>STEAM Day</td>
</tr>
<tr>
<td>April 28</td>
<td>School Bus Driver Appreciation Day</td>
</tr>
<tr>
<td>April 30</td>
<td>Progress Reports sent home</td>
</tr>
<tr>
<td>May 1</td>
<td>School Lunch Hero day</td>
</tr>
<tr>
<td>May 4</td>
<td>House Meeting</td>
</tr>
<tr>
<td></td>
<td>Staff meeting</td>
</tr>
<tr>
<td>May 5</td>
<td>National Teacher Day</td>
</tr>
<tr>
<td>May 8</td>
<td>Teacher of the Year ceremony</td>
</tr>
<tr>
<td>May 13</td>
<td>National School Nurse Appreciation day</td>
</tr>
<tr>
<td>May 14</td>
<td>P-3 Promotion</td>
</tr>
<tr>
<td>May 14</td>
<td>P-4 Promotion</td>
</tr>
</tbody>
</table>
May 18  Kindergarten Promotion
May 19  1st – 4th grade Promotions
May 21  Pre – K field Day
        5th grade Promotion
May 22  Field Day
May 25  Memorial Day – No School
May 27  Last day of school for students
May 28  Record/work day
        Staff meeting 8-9am

Carver Magnet Elementary
Daily Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:25 am</td>
<td>Students may begin arriving at school- report to</td>
</tr>
<tr>
<td></td>
<td>the cafeteria</td>
</tr>
<tr>
<td>7:50 am</td>
<td>Students report to classrooms</td>
</tr>
<tr>
<td>8:00 am</td>
<td>Tardy Bell Rings</td>
</tr>
<tr>
<td>7:55 am</td>
<td>Carver Morning News Broadcast</td>
</tr>
<tr>
<td>8:00-8:15 am</td>
<td>Classroom Morning Meetings</td>
</tr>
<tr>
<td>8:00-8:20</td>
<td>Late Breakfast Served in Cafeteria for tardy</td>
</tr>
<tr>
<td></td>
<td>students</td>
</tr>
<tr>
<td>10:40-11:10 am</td>
<td>PreK 3 Lunch</td>
</tr>
<tr>
<td>10:45-11:15 am</td>
<td>PreK 4 Lunch</td>
</tr>
<tr>
<td>11:15-12:00 am</td>
<td>Kindergarten/1st Grade Lunch/ Recess</td>
</tr>
<tr>
<td>11:40 am-12:25 pm</td>
<td>2nd-3rd Grade Lunch/ Recess</td>
</tr>
<tr>
<td>12:05-12:50 pm</td>
<td>4th-5th Grade Lunch/ Recess</td>
</tr>
<tr>
<td>2:35 pm</td>
<td>Student Dismissal</td>
</tr>
</tbody>
</table>

Please do not check your Kg-5th grade student out after 2:00. The last 30 minutes of our day are critical in preparing students for departure and the next school day. We appreciate your assistance with this throughout the year. Please look for weekly newsletters and academic updates that will be sent home in your child’s folder each Wednesday throughout the year.

Carver Math/Science Magnet School

School Hours
The school day begins at 7:50 a.m. and ends at 2:35 p.m. Students should not arrive at school before 7:25 a.m. There is no supervision before this time. No provisions are made for playground activities prior to the opening or after the closing of the school day.
Parental and Family Engagement Plan and Parent Information Packet

Carpool
Carpool students are to be picked up between 2:35 p.m. and 2:45 p.m. daily. This ten minute window will be strictly observed. **Children whose parents are TARDY picking them up will receive sanctions designated by the LRSD TARDY policy.** There are no adults to supervise after carpool.

**LRSD CARE Program**
If you need supervision of your child before 7:20 a.m. or after 2:40 p.m., contact the CARE office at 447-7400 to receive an application and payment schedule.

**Safety for Walkers**
Students are to cross the streets at intersections only: Walk (not run) across the street. When there are no sidewalks, students are to walk along the left side of the street facing traffic. Children and parents should plan the safest and shortest route to school.

**Carpool Procedures**
When you drop off your children in the mornings, stay in lane by curb. Only let children off at the front entrance. **DO NOT BLOCK THE DRIVEWAY.**

1. Walk out to the front of the building when the bell rings and sit down behind the columns. (Do not sit on the crossties or walk on the flowerbeds.)
2. Adults will escort children to the cars as cars pull up to loading area. (No one is to run to cars or cross the street to go to cars.)
3. If parents want to walk to the loading area to get their children they must first park in a designated parking space. City fire code states that there will be no parking between the signs in front of the building.
4. Daily pickup for car riders is 2:35 – 2:45. Parents will have to come into the building to sign out children after 2:45 p.m.
5. **Children whose parents are TARDY picking them up will receive sanctions designated by the LRSD TARDY policy.**

**Academic Policy**
Progress Report Cards are sent home each nine weeks for students. Interim Reports will be sent home with all students that are below grade level during the fifth week of each quarter with an update on the student’s citizenship and/or academic progress. Carver’s goal is for all children to earn proficient or advanced status.

A 90 – 100% = Advanced
B 80 – 89% = Proficient
C 70 – 79% = Basic
D 60 – 69% = Below Basic
Parental and Family Engagement Plan and Parent Information Packet

Homework Schedule
Homework will be assigned at the teacher’s discretion for grades 1-5, Monday – Thursday. Teachers may also choose to give homework on Fridays. The following is a list of things parents can do to increase the effectiveness of homework:

1. Help set up a consistent organized place for homework to be done.
2. Help your child establish either a consistent schedule for completing homework or help him/her create a schedule each Sunday night that reflects that particular week’s activities.
3. Encourage, motivate, and prompt your child, but do not sit with or do homework for him/her. The purpose of the homework is for your child to practice and use what he/she has learned. If your child is consistently not able to do the homework by him/herself, please contact the teacher.
4. If your child is practicing a skill, ask him/her to tell you which steps are easy, which are difficult, or how he/she is going to improve. If your child is doing a project, ask what knowledge he/she is displaying in the project. If your child is consistently unable to talk about the knowledge he/she is practicing or using, please contact the teacher.
5. Although there may be exceptions, the minutes your child should spend on homework should be equal approximately to 10 times his/her grade level (a 2nd grader would spend 20 minutes, a 3rd grader, 30 minutes and so on).
6. When bedtime comes, please stop your child, even if he/she is not done. It is important to have a set bedtime. If this occurs please notify the teacher in writing the next day.

Telephone Messages
In case of emergency, the office will deliver messages to students. Student initiated calls are prohibited. It is important that students be informed of after-school activities and transportation before they leave home. Transportation changes are announced at the end of the school day beginning at 2:20. Call before 2:00 if you have a change to announce.

Attendance, Tardies, and Early Checkout
Every minute of every school day is important. Students who miss even a part of a day may miss a learning experience that is not repeated. Our goal is for every child to be at school on time and stay until the last bell rings. The school day begins at 7:50 and ends at 2:35. Carver Magnet’s tardy policy includes a plan to assist students and their families in being on time. Beginning the 2016-2017 school year, a member of Carver’s tardy committee will meet with students and their parents after 3 tardies; the committee will meet with students and their parents to formulate a tardy intervention
Parental and Family Engagement Plan and Parent Information Packet

plan after 6 tardies. After 9 tardies each semester, a meeting will be held with the parent/student and principal to address excessive tardies.

Bus Transportation

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. The bus driver is in complete charge of the bus. Students must follow all bus rules. Failure to follow bus rules may result in a suspension from school and the bus. A written request is required for a change in transportation. This request should be presented to the Transportation Coordinator in the office at the beginning of a school day.

The following numbers will be useful to check on late buses. For LRSD Transportation, call First Student at 447-4130. Ask for the dispatcher and give him/her the bus initial and he/she can contact the bus driver by radio to tell you exactly where it is and if your child is aboard.

School Uniform Code

Shirts: Long or short sleeved knit shirts with a collar and WITHOUT a logo or other design other than “Carver” in red, white, navy and black, Carver t-shirts and turtlenecks.

Pants: Twill khaki, navy and black

Shorts, skirts, skorts and jumpers: Knee-length twill khaki, navy and black (knee-length defined as within 3 inches of the knee)

Sweater/sweatshirts/vests: plain red, navy white and black

Shoes and socks: Tennis shoes and closed toe leather shoes are strongly recommended. White, red, navy or black socks are preferred. Dress shoes and open sandals are not appropriate. Shoes should be tied and/or fastened correctly at all times.

Friday Spirit Day: Carver t-shirts and jeans or jean shorts. (Jeans must be free of holes and fraying).

- Pants may not fall/sag below the waistline
- No spandex
- Knee-length shorts, skirts, dresses, skorts
- Shoes should fit well, not create noise in the hall, and be appropriate for playground activities. NO BEACH WEAR (Thongs, flip flops and slippers are not appropriate elementary school wear.)

Standards for uniforms:

- Uniform shoes should be tied or fastened correctly at all times.
- Uniform shirts should be tucked in at all times.
- Belts should be worn on all clothing with belt loops. Students may wear elastic waist bottoms with no belt.
- Girls may wear shorts under jumpers/skirts.
All uniforms should fit properly and be in good repair.

All students will be required to wear uniforms unless an opt-out has been established prior to the student not wearing the established uniform. Uniform Opt-Out forms may be filed in the office and must be submitted annually. If an opt-out form has not been completed, the student will be expected to comply with the uniform dress code.

**Discipline Plan**

Carver's main goal is to teach each student – at their appropriate developmental level – to become independent thinkers and learners and to be fully functioning members of their communities and society.

We at Carver will implement a school-wide behavior management incentive and consequence plan. This plan will increase and reinforce students' use of appropriate choices and positive behavior that will increase the overall positive student climate and safety of the building. As a family, we commit ourselves to specifically teach our students the interpersonal, problem solving, and conflict resolution skills that they need to get along with each other, to get along with teachers and other adults, and to be able to engage and apply themselves to the learning process. In addition, we are committed to creating a positive, safe, consistent, and encouraging school environment that holds students accountable for their behaviors and decisions.

**Carver Magnet Elementary House System**

**Purpose:**
- To build and promote community across the grade levels and throughout the school
- To encourage positive behavior and expectations
- To teach students to take ownership of their role in the community
- To promote healthy competition

Carver Magnet will be using the House system. Students and staff will be sorted into four different houses. Each house will form a community that will be their school family. We will establish a school culture that encourages school pride and tradition. House points will be awarded to students for exceeding our expectations.

**Awarding Points:**
- House points can be earned based on positive behavior (1 point per behavior)
- House points cannot be taken away once earned
- A celebration will take place at the end of each 9-weeks for the winning house
A recognition will take place at the end of the year for the House of the Year
House points will start over each 9-weeks, but a cumulative total will be kept for the end of the year

Examples of awarding points:
- Character Ed:
  - Opening the door for someone (1 point)
  - Helping someone pick up something (1 point)
  - Using good manners (1 point)
  - Encouraging a peer (1 point)
  - Being on-task when the majority of others choose not to be (1 point)
  - Wearing house colors on Spirit Day (1 point for 100% of the house)
- Academics:
  - Honor Roll (A&B) - 50 points
  - AR Goal - 50 points
  - Going above and beyond on assignments (1 point)
- Carverisms:
  - Wearing Carver Uniforms (1 point for each house that has 100% daily)
  - Attending events (point for each child that attends)
  - PTA Membership
  - Attendance/On time (1 point for each house that has 100%)
  - No RTC/Other Disciplinary Actions (weekly) 1 point for each house
  - Carver Folder Returned Signed on Thursday (1 point for each house that has 100%)

<table>
<thead>
<tr>
<th>House of</th>
<th>Character Word</th>
<th>House Name</th>
<th>Country</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service</td>
<td>Serve</td>
<td>Dienen</td>
<td>Germany / German language</td>
<td>Green</td>
</tr>
<tr>
<td>Friendship</td>
<td>Love</td>
<td>Amistad</td>
<td>Spain / Spanish language</td>
<td>Red</td>
</tr>
<tr>
<td>Leadership</td>
<td>Lead</td>
<td>Yorisi</td>
<td>Nigeria / Yoruba language</td>
<td>Yellow</td>
</tr>
<tr>
<td>Knowledge</td>
<td>Learn</td>
<td>Funda</td>
<td>South Africa / Zulu language</td>
<td>Blue</td>
</tr>
</tbody>
</table>
Parental and Family Engagement Plan and Parent Information Packet

Throughout the year, we will teach and reinforce these expectations, other specific social skills, as well as the LRSD Rights and Responsibilities Handbook, by encouraging all students to “Stop and Think” and “Make Good Choices”.

School staff and parents at Carver Elementary will work together to update a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students’ academic achievement levels. All stakeholders will have input and may sign the compact.

Carver Magnet Student/Parent Compact

As parents/guardians and staff working together to provide the best learning environment for all children, it is important that we all fully understand and support Carver’s expectations. It is mandatory that you read and sign a copy of this contract. It will be filed with your child's permanent records.

My child, _______________________is presently enrolled in the _______ grade at Carver Magnet School.

(Complete name)

As a parent, I agree to provide support for the philosophy, program, and goals of Carver Magnet School and will:

- Ensure my child’s prompt arrival by 7:50 a.m. and support attendance through 2:35 p.m. daily. (Support LRSD tardy and early checkout policy);
- Pick up my child promptly at 2:35 if he/she is a car rider;
- Schedule all student appointments after school hours if possible;
- Attend regularly-scheduled and specially-called teacher/parent conferences;
- Ensure daily that my child wears the appropriate adopted school uniform.
- Maintain current contact information in the Carver office.
- Cooperate with the school when disciplinary actions are necessary;
- Provide a proper study environment and require completion of homework as assigned;
- Support the Carver parent/teacher organization and actively participate in PTA events.
Parental and Family Engagement Plan and Parent Information Packet

- Pay promptly any money owed to the school.

Rules for Behavior
As a Carver Magnet School student, I will respect myself and others. I will demonstrate responsible citizenship in every situation. As a responsible citizen, I will …

1. Use respectful language at all times, both written and oral.
2. Keep my hands, feet, and objects to myself and off others and their belongings.
3. Show respect for school property at all times.
4. Walk silently on the right side of the hall.
5. Leave all candy, gum, sodas, extra money, toys, and other personal items at home.
6. Follow classroom, hall, cafeteria, and playground procedures at all times.
7. Arrive on time, dressed appropriately, with all necessary materials prepared to learn.
8. I will follow LRSD Rights and Responsibilities Handbook.

I understand failure to follow the Carver Magnet School rules will lead to consequences that will provide time to Stop, Think and Plan how to resolve the problem and to demonstrate appropriate social interaction. For disruptions such consequences include:

1. Student/teacher conferences with questions to focus on the problem.
2. Time out in the classroom or buddy classroom when deemed appropriate. Time out in the Responsible Thinking Classroom to develop a plan to resolve the problem and parent notification by the referring teacher.
3. Student/parent/guardian/teacher/administrator conferences with student, parent/guardian, and appropriate staff members.
4. For other inappropriate behavior, natural and logical consequences with directly related to the problem will be administered. Disciplinary actions/procedures as outlined in the LRSD Rights and Responsibilities Handbook will be followed.
5. Sent home as deemed necessary by the administration.
6. Suspension as deemed necessary by the administration.

Student’s Signature: ____________________________ Date: ________

Parent’s Signature: ____________________________ Date: ________

Telephone Numbers: ________________ ________________ ________________

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Survey for Parents and Families of Carver Magnet Elementary

Please complete the following survey so that we may include your input in determining our school improvement objectives for next year.

Using the following responses, please circle the number next to each statement which best describes your opinion. 5-Arbitly always 4-Most of the time 3- Sometimes 2- Rarely 1-Not at all or n/a

1. Do you have a child in the Exceptional Student Education Program? _____yes _____no

2. Number of contacts you have had with the school this year (including phone calls, notes, or in-person meetings): _____None _____1-5 _____6-10 _____10+

3. It is easy to get an appointment with a teacher. 1 2 3 4 5

4. It is easy to get an appointment with a School Counselor. 1 2 3 4 5

5. It is easy to get an appointment with an Administrator 1 2 3 4 5

6. Phone calls are returned in a timely manner. 1 2 3 4 5

7. The facilities of the school are well maintained. 1 2 3 4 5

8. Information regarding educational policies, procedures, and discipline is effectively communicated. 1 2 3 4 5

9. Teachers help my child with problems or questions he/she has in class. 1 2 3 4 5

10. My child’s academic needs are being met. 1 2 3 4 5

11. Teachers keep me informed of how my child is doing in school. 1 2 3 4 5

12. Staff welcomes my ideas and/or concerns about the school. 1 2 3 4 5

13. The school provides a safe and orderly environment for students. 1 2 3 4 5
Parental and Family Engagement Plan and Parent Information Packet

Join the Carver TEAM! Together Everyone Achieves MORE!

Please contact Carver’s Parent Facilitator if you have any further questions,

Carmen Langston, 501-447-4000
Carmen.langston@lrsd.org