

# McDermott Elementary School Parent and Family Information Packet 2023-2024



## **McDermott Vision**

At McDermott we envision a school where all students are here and present in mind and body, prepared to try their best. A school where students use respect and kindness to encourage and inspire each other to achieve in a safe place.

## **McDermott Mission**

McDermott is a learning community committed to helping EVERY child believe in themselves and show they can lead and achieve with PRIDE (Preparation, Respect, Integrity, Dependability, Effort) so we can succeed together.

Pam Dial, Principal  
Christy Strong, Assistant Principal  
Parent and Family Engagement Facilitator, LaShay Carr

# McDermott Elementary School

## Parent and Family Information Packet

### 2023-2024



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Pam Dial, Principal  
Christy Strong, Assistant Principal  
Parent and Family Engagement Facilitator, LaShay Carr

**McDermott Elementary**  
**2023-2024 Parent and Family Engagement Plan**

| Parent & Family Engagement Committee Members |                                   |
|--|-----------------------------------|
| Pam Dial                                     | Principal                         |
| Christy Strong                               | Assistant Principal               |
| LaShay Carr                                  | Parent Facilitator                |
| James Lott                                   | Teacher 1                         |
|  | Adult Learning Action Team Member |
| Toni White                                   | PTA Treasurer                     |
|  | Parent 1                          |
|  | Parent 2                          |

Parent involvement means the participation of parents in regular, and meaningful communication involving student academic learning and other school activities, including and ensuring that:

- Parents play an integral role in assisting their child's learning.
- Parents are encouraged to be actively involved in their child's' education and are more included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

We believe in the importance of parents as their child's first teacher. We also believe that a team approach that includes a commitment from all of the individuals that influence a child's day can assist in making each child successful academically and individually.

**Jointly Developed**

- Our school shall:  
Establish a welcoming atmosphere so that parents will always feel welcome.
- Involve parents in the development, review, update, and improvement of the school parent and family engagement plan to meet the changing needs of parents and the school.
- Provide opportunities for regular meetings with the parents.
- Designate certified staff member to serve as Parent Facilitator and whose duties are as follows:
- Provide opportunities to foster parent and family engagement in the school.
- Provide a parent center containing resources, a computer, books, magazines, and literature parents can read to promote positive parenting. The McDermott Parent Center in the front entrance hallway by the office.

- Meet with the Lighthouse Team and encourage parents and community members to be a part of this team. The team will conduct monthly meetings to discuss strategies and implementations for school improvement. They will contribute to the formation, revision, and evaluation of the school improvement plan.
- Implement and support a Parent-Teacher Association (PTA) and encourage all to join and participate. Meetings will be held quarterly before student performances/activities.
- The Parent Facilitator and PTA will distribute volunteer information and training to parents.
- Ask parents to complete a parent interest survey in order to gather information from parents concerning the activities they feel would be most beneficial in their efforts to support their child academically.
- Parents will have an opportunity to view and receive a copy of the 2023-2024 Parent and Family Engagement Information packet.

### **Communication**

- Conduct effective two-way communications from school-to-home and from home-to-school about school programs and student progress using PBIS, ParentLink, and social media (Facebook/Twitter). Upon request and to the extent possible, McDermott Elementary School will provide communication in the language that parents can understand.
- Distribute parental involvement surveys to all parents at the beginning and end of the year; information gathered will be used to develop parental involvement goals and objectives for the school year.
- The Parent and Family Engagement Information Packet will be distributed during registration as well as uploaded to the McDermott website. Parents will be able to access the Parent and Family Engagement Plan and Packet on the website at any time during the school year.
- The Parent Facilitator and PTA will distribute volunteer information and training to parents.
- The Staff, Principal, and PTA will distribute fliers, bulletins, and informational letters to all parents. An informational bulletin board and parent link will also be maintained for parents to view. Information included will consist of school policies and procedures, staff telephone numbers, school news, district news, a calendar of monthly activities, parenting tips, community news, and nutritional health information.
- The school website and eSchool which include pertinent school information and individual student information will be available for parents to view. Parents can access eSchool by using an individual pin number. eSchool contains individual grades and classroom assignments.
- The teachers are required to have two Parent/Teacher conferences per school year to discuss academic and behavioral progress of individual students.
- During parent teacher conferences, parents may have the opportunity to review and sign off on the McDermott Parent & Family Engagement Plan.
- The teachers will provide daily communication folders, and interim reports every fourth week if needed, and report cards every nine weeks to parents which explain individual student academic and behavioral progress. Communication folders, and interim reports require parental signatures. Also, parents are encouraged to

include any comments or questions. (If you have questions, comments, or concerns, please contact your child's teacher.)

- The principal, teachers, and other staff members will utilize PBIS Rewards App, e-mail, individual conferences as needed, and telephone calls to communicate individual student academic and behavioral progress to parents.
- The staff, principal, and PTA will provide opportunities for parents to participate in various parental workshops during the school year.
- The principal will provide an informational letter to parents explaining McDermott's academic level as it relates to School Improvement status and School wide Title I Plan.
- The staff and PTA will work together to provide instruction to parents regarding incorporating developmentally appropriate learning activities in the home environment including without limitation: role play demonstrations by a trained volunteer, accessing and using the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.
- The staff will promote and support responsible parenting; the school shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.

### **Building Staff Capacity**

- Teachers and school administrators will participate in no fewer than two hours of professional development every four years designed to enhance the understanding of effective parental involvement strategies. Two hours will be provided to school administrators to enhance the understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation as required by the State Board of Education.

### **Building Parent Capacity**

- The principal will provide information to parents regarding the school's academic status, Title I status, and general information while encouraging parental participation in school and workshop meetings.
- Parent meetings and workshops will be offered to all parents relating to improvement in their child's academic and behavioral status, statewide assessment system, standards, and other accountability measures, as needed, with flexible days and times in order to give all parents an opportunity to participate.
- Include families as participants in school decisions and develop parent leaders and representatives.
- Coordinate resources and services from the community for families, students, and the school, and provide services to the community.
- The PTA will distribute volunteer information to all parents; information gathered will be used to develop goals and objectives for the Parent Teacher Association.

- LRSD District Parent Specialist, the VIPS Volunteer Coordinator and/or the School Parent Facilitator will provide Volunteer Trainer-of-Trainers workshops during the 1<sup>st</sup> and/or 2<sup>nd</sup> semesters of each school year. The training will train volunteers who assist in instructional programs for parents. For more information, contact Tammy Blaylock, ViPS Coordinator, 447-4455, [tamara.blaylock@lrld.org](mailto:tamara.blaylock@lrld.org) or Kaye Rainey, District Parent Specialist at 501-447-3358 or email [kaye.rainey@lrld.org](mailto:kaye.rainey@lrld.org).
- The teachers will hold two parent/teacher conferences per school year for individual students to explain and engage parents in a discussion concerning academic and behavioral progress, interventions, test scores, and suggestions of how the parent can help their child at home. Statements regarding how the parent plans to help their child will be completed on the parent/teacher conference form.
- Prepare Family Informational Packets that will be sent home with students to include:
  - McDermott Parent and Family Engagement Plan
  - McDermott Handbook
  - Strategies for effective parent/teacher collaboration
  - Parent Survey of parent interests/needs
  - Opportunities for parent/family engagement to support school community and education of children
  - Tentative calendar of events
  - Parent suggestion sheets on how to foster children's success at school
- Plan various activities throughout the school year to build staff and parent capacity to strengthen our school community and parent/family communication. The dates/times in this schedule are subject to change during the school year based upon the flow of the year.
- The staff and PTA will work together to provide instruction to parents regarding incorporating developmentally appropriate learning activities in the home environment including without limitation: role play demonstrations by a trained volunteer, accessing and using the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.
- The staff and PTA will recruit volunteers, mentors, and tutors to support instruction in the classroom through programs such as VIPs Reading Buddies, Encouragers, Intersection, Mount St. Mary's tutors.
- The staff will work with middle schools to provide a smoother transition from elementary to middle school by providing students and parent's information as needed.
- The staff, parents, and students will develop a school-parent-student compact. This compact will detail information concerning how all participants will share in the responsibility for improving student academic achievement through a partnership striving to help students achieve the state's high academic standards. All stakeholders will sign the compact (available digitally).
- The staff will invite parents and community members to meetings and workshops concerning school improvement goals and objectives, and the parent and family engagement plan and policy. The principal will provide both staff and parents with the information needed to help them become effective contributing members of the committee.
- The PTA will foster parental and community involvement within the school.

- The staff will promote and support responsible parenting; the school shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.
- The handbook will include the school's process for resolving parental concerns including how to define a problem, whom to approach first, and how to develop solutions. Information where the district's plan is located may be distributed and signatures obtained during parent teacher conferences and other parent engagement activities.
- The parent facilitator will provide parents, teachers, and school staff the opportunity to complete an annual evaluation using a comprehensive needs assessment; information obtained will be used to determine the effectiveness of the parental involvement program and if changes are warranted. The evaluation, the survey, will also collect specific information on the (1) growth in the number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.
- The staff will conduct an annual Title 1 Meeting for parents at the beginning of the year as part of the annual parent involvement plan evaluation.
- The staff will conduct an annual Title I Meeting for parents of the students who participate in the Title I, Part A Program in September 2023. Sufficient time will be provided to provide a description/explanation of our parent involvement budget, school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet.
- McDermott Elementary School is a member of Johns Hopkins University of 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 model is research based and references six types of involvement: parenting, communicating, volunteering, student learning, decision-making, and collaborating with the community. To support the six types of involvement, McDermott participates on the LRSD NNPS West School Cluster Team. For more information, contact LaShay Carr.

### **Coordination**

- We will work with all stakeholders.
- We will continue to seek additional community partners.
- We will solicit parents and families to become members of our school PTA during monthly and quarterly school activities.

### **Annual Title I Meeting**

- The staff will conduct an annual Title I Meeting for parents of the students who participate in the Title I, Part A Program in September 2023. Sufficient time will be provided to provide a description/explanation of our parent involvement budget, school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet.

**“Dedicated to Providing the Tools They Need to Succeed.”**

Arkansas Code of 1987, Title 6 - Each public school district and each public school in collaboration with parents shall establish a parental involvement program plan.

1. Conduct “Parents Make a Difference” sessions during Open House to report on the state of the school, give an overview of what students will be learning, discuss how students will be assessed, discuss what parents should expect for their child’s education, and how parents can assist.
2. Host a “Parents Make a Difference” Literacy/Math event to teach parents strategies to assist their child/children with literacy and math skills. Teachers will provide parents literacy/math family activity kits.
3. Teachers will schedule a minimum of two parent /teacher conferences during the school year to discuss academic achievement.
4. Parenting books, magazines, and other parenting materials will be available in the media center and parent center. These materials are available for check-out.
5. Communicate regularly with parents in writing and post parental involvement information on a bulletin board located near the office.
6. Utilize the services of the Little Rock School District’s parent facilitator.
7. Recruit mentors or tutors to work with targeted students.
8. Arkansas State Standards for Pre-K – 5<sup>th</sup> grades are found on the Arkansas Department of Education web-site.
9. Implement the use of School-Wide Title I learning compacts for all students as a means of communicating the importance of parent/student/teacher and administrator involvement in the education process.
10. Provide workshops for parents and families to include but not limited to the following:
  - a. Open House
  - b. Parent Involvement
  - c. Communication
  - d. Student Learning
  - e. Volunteering
  - f. Decision Making
  - g. Community Involvement
  - h. Testing
  - i. Homework Skills
  - j. Computer Technology/ESchool

**Please visit our Parent Center located in the main hall.**

**There are parenting books, magazines, and other informative materials available for you to review and/or checkout!**



# McDermott Elementary School

## 2023-2024 School/ Parent Compact

| Parent and Family Responsibilities  | Student Responsibilities  |
|---|---|
| <ul style="list-style-type: none"> <li>◆ See that my child attends school regularly and on time. Tardy bell rings at 7:45, and NO early check outs.</li> <li>◆ Read with my child and establish a time for homework.</li> <li>◆ Attend parent/teacher conferences (at least 2 per year) and consider joining the PTA.</li> <li>◆ Support the discipline plan, rules, and regulations.</li> <li>◆ Check HAC weekly.</li> </ul> | <ul style="list-style-type: none"> <li>◆ Attend school regularly and on time.</li> <li>◆ Come to school each day with necessary supplies and materials.</li> <li>◆ Complete all daily and homework assignments.</li> <li>◆ Follow the school rules, and respect myself and others.</li> <li>◆ Be responsible for my "Leader In Me" binder</li> </ul>                                |
| Teacher Responsibilities  | Principal Responsibilities  |
| <ul style="list-style-type: none"> <li>◆ Provide challenging instruction and meaningful homework.</li> <li>◆ Hold (at least 2) parent conferences for each student, and consider joining the PTA.</li> <li>◆ Communicate regularly with parents about students' progress.</li> <li>◆ Encourage students to believe, achieve, and succeed.</li> </ul>  | <ul style="list-style-type: none"> <li>◆ Empower students, parents, and teachers to be active in the school program.</li> <li>◆ Visit classrooms frequently and monitor students' progress.</li> <li>◆ Provide a learning environment at school that is positive, orderly, and quiet.</li> <li>◆ Communicate regularly between home/school and consider joining the PTA.</li> </ul> |

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Teacher Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Principal Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **Ways to Communicate with Your Child's Teacher:**

Read and sign your child's communication daily. Look for daily assignments and notes from his or her teacher. This is a great place to write the teacher a short note!

Call your child's teacher at school. The staff telephone list is included in this informational packet. If the teacher is unavailable, leave a message. If you do not hear from the teacher within 24 hours, please call again.

You can also communicate through the PBIS rewards App with your child's teacher or other school staff.

If you have contacted your child's teacher and still have concerns, please contact Mrs. Pam Dial/Principal at 447-5500.

### **Ways for Parents to become involved:**

- Discuss the school day
- Ensure that homework is complete
- Visit parent center in the media center annex
- Get child/children to school on time
- No early checkouts
- Encourage appropriate behavior
- Join PTA and attend
- Literacy Night
- Mentoring/Tutoring
- Grade level STEAM Nights and concert
- Become a Room Parent
- Assist in the computer lab
- McDermott Lighthouse Team
- INDISTAR committee
- Playground volunteer

| McDermott Events for 2023-2024 |   |   |
|--------------------------------|---|---|
| Date                           | Event   | Time  |
| August 10, 2023                | Back to School Bash                             | 4:00-6:00   |
| August 14, 2023                | Students' First Day of School                   |   |
| September 5-8, 2023            | Scholastic Book Fair                            |   |
| September 8, 2023              | Grandparents' Day                               |   |
| September 8, 2023              | Title 1 Meeting/PTA Meeting                     | 5:30 and 6:00   |
| September 21, 2023             | Peace Day Assembly                              | TBA   |
| September 21, 2023             | Hispanic Heritage Family Night/ Community Night | 6:00-7:30   |
| October 5, 2023                | 4th/5th Grade Music Program/STEAM Night         | 6:00-7:30   |
| October 19, 2023               | Parent Teacher Conferences                      | 3:05-6:05   |
| October 20, 2023               | Parent Teacher Conferences                      | 8:00-12:00  |
| October 23-31, 2023            | Red Ribbon Week                                 |   |
| October 27, 2023               | Quarter 1 Honors Assembly                       | 1:55-2:25 Kindergarten-2nd Grade<br>2:25-2:55 3rd Grade-5th Grade |
| November 2, 2023               | Fall Carnival                                   | 5:00-7:00   |
| December 7, 2023               | 2nd/3rd Grade Music Program/STEAM Night         | 6:00-7:30   |
| December 14, 2023              | Holiday Party                                   | 1:55-2:55   |
| December 15, 2023              | STEM Day  |   |
| January 18, 2024               | Literacy Night                                  | 6:00-7:30   |
| January 26, 2024               | Quarter 2 Honors Assembly                       | 1:55-2:25 Kindergarten-2nd Grade<br>2:25-2:55 3rd Grade-5th Grade |
| February 14, 2024              | Valentine's Day Party                           | 1:55-2:55   |
| February 15, 2024              | Parent Teacher Conferences                      | 3:05-6:05   |
| February 16, 2024              | Parent Teacher Conferences                      | 8:00-12:00  |
| February 29, 2024              | Black History Assembly                          |   |
| March 1, 2023                  | STEM Day  |   |
| March 7, 2024                  | K/1st Grade Music Program/STEAM Night           | 6:00-7:30   |
| April 12, 2024                 | Quarter 3 Honors Assembly                       | 1:55-2:25 Kindergarten-2nd Grade<br>2:25-2:55 3rd Grade-5th Grade |
| May 16, 2024                   | Leadership Day                                  |   |
| May 21, 2024                   | Kindergarten Celebration                        |   |

|              |                                      |   |
|--------------|--------------------------------------|---|
| May 22, 2024 | 5th Grade Promotion                  |   |
| May 22, 2024 | Quarter 4 Honors Assembly Grades 1-4 | 1:55-2:25 1st -2nd Grade<br>2:25-2:55 3rd Grade-4th Grade |
| May 23, 2024 | Field Day                            |   |
| May 24, 2024 | Field Day                            |   |

## McDermott Elementary School 2023-24 Parent Survey

Please take a few moments to complete the survey below so we can better serve the needs of our students and families.

| Opportunities for Families                           |                     |                     |             |
|--|---------------------|---------------------|-------------|
| Event  | Would love to come! | Maybe I would come. | Not for me. |
| Family fun night with games and activities           |                     |                     |             |
| Family STEAM Nights with grade level concerts        |                     |                     |             |
| Family Literacy Night                                |                     |                     |             |
| Hispanic Heritage Festival                           |                     |                     |             |
| Family Dance Night                                   |                     |                     |             |
| Leader in Me Classes (7 Habits of Successful People) |                     |                     |             |

| Getting Information |             |       |              |
|---------------------|-------------|-------|--------------|
| Outlet              | Works best! | Maybe | Not helpful. |
| Posted on Website   |             |       |              |
| Phone Calls         |             |       |              |
| E-Mail              |             |       |              |
| Newsletter/Flyers   |             |       |              |
| Facebook/Instagram  |             |       |              |
| PBIS App            |             |       |              |

| Academic Interests                       |                  |                      |                 |
|--|------------------|----------------------|-----------------|
| Event                                    | Very Interested. | Somewhat Interested. | Not Interested. |
| Building your own parenting skills       |                  |                      |                 |
| Improving reading and writing skills     |                  |                      |                 |
| Improving math skills                    |                  |                      |                 |
| Basic technology training                |                  |                      |                 |
| Cooking /Healthy Eating Classes          |                  |                      |                 |
| Reducing stress, anxiety, and depression |                  |                      |                 |

| Volunteer Interests                                 |                  |                      |                 |
|---|------------------|----------------------|-----------------|
| Event   | Very Interested. | Somewhat Interested. | Not Interested. |
| Help with classroom parties                         |                  |                      |                 |
| Classroom speaker: careers, hobbies, cultures, etc. |                  |                      |                 |
| Attending Field Trips                               |                  |                      |                 |
| Help the teacher with copies/material prep          |                  |                      |                 |
| Morning greeters                                    |                  |                      |                 |
| Recess monitors                                     |                  |                      |                 |
| Volunteer for Fall Festival                         |                  |                      |                 |
| Be on the Parent/Family Engagement Committee        |                  |                      |                 |

Parent Name \_\_\_\_\_

Student Name \_\_\_\_\_

Thank you! Your ideas and opinions are important to us!  
Return this completed survey to LaShay Carr

**McDermott Elementary**  
**Pam Dial, Principal Christy Strong, AP**  
**2023 – 2024 Faculty/Staff**

| Main Number – 447- 5500                                       |                                     | Fax Number – 447-5501 | McDermott CARE – 447- 5553 |
|---|-------------------------------------|-----------------------|----------------------------|
| Staff Member/Teacher  | Grade/Title                         | Phone Number          | Room Number                |
| VACANT  | ALE                                 |                       | Portable 1                 |
| Brady, LaTonya  | CBI (K-2)                           | 447-5521              | 8                          |
| Hill, Cathy   | CBI (3-5)                           | 447-5535              | 1                          |
| Croft, Jennifer   | Kindergarten                        | 447-5512              | 7                          |
| Guimont, Angela   | Kindergarten                        | 447-5513              | 5                          |
| Slayden, Sydney   | Kindergarten                        | 447-5517              | 6                          |
| McAbee, Jowana  | First Grade                         | 447-5544              | 31                         |
| Powell, Laura   | First Grade                         | 447-5514              | 32                         |
| Caldwell, Meri  | Second Grade                        | 447-5550              | 34                         |
| McDonald, Kristin   | Second Grade                        | 447-5523              | 33                         |
| Jackson, Mona   | Third Grade                         | 447-5524              | 36                         |
| Walsh, Hannah   | Third Grade                         | 447-5519              | 37                         |
| Gregory, Tiffany  | Fourth Grade                        | 447-5509              | 38                         |
| Hayes, Keyjahjina   | Fourth Grade                        | 447-5515              | 39                         |
| Carrigan, Jeanette  | Fifth Grade                         | 447-5516              | 24                         |
| Orlando, Laura  | Fifth Grade                         | 447-5562              | 25                         |
| Bruce, Jerry  | PE                                  |                       | Portable 2                 |
| Carr, LaShay  | Literacy Instructional Lead Teacher | 447-5560              | 13                         |
| Kindervater, Stacy  | Speech Language Pathologist         | 447-5529              | 23                         |
| Elms, Sarah   | Resource                            | 447-5511              | 12                         |
| Forbes, Lori  | GT                                  | 447-5526              | 14                         |
| Gregory, Robin  | Resource                            | 447-5541              | 12                         |
| Grider, Jennifer  | Media Specialist                    | 447-5506              | 10                         |
| Harden, Mary  | Counselor                           | 447-5504              | 4                          |
| Lott, James   | Music                               | 447-5527              | 20                         |
| Mack, Lisa  | Math Instructional Lead Teacher     |                       | 2                          |
| McCorkle, Ginger  | Psychological Examiner              | 447-5558              | 29                         |
| Miller, Brittany  | Nurse                               | 447-5505              | Office 4                   |
| Murphy, Lynette   | Physical Therapist                  | 447-5532              | 22                         |
| Oliver, Grace   | Speech Language Pathologist         |                       |                            |
| Puckett, Paige  | Reading Interventionist             | 447-5533              | 26                         |
| Strack, Jessie  | Art/504 Coordinator                 | 447-5520              | 19                         |
| Tyus, Catrice   | Occupational Therapist              | 447-5525              | 22                         |
| Culverson, Patricia   | CBI (Ms. Hill, 3-5)                 | 447-5535              | 1                          |
| Daniels, Kenyatta   | ALE Paraprofessional                |                       |                            |
| Gill, Judy  | Media Clerk                         | 447-5506              | 10                         |
| Gurley, Tracee  | CBI (Ms. Brady, K-2)                | 447-5521              | 8                          |
| Harris, Tess  | Instructional Aide                  | 447-5545              |                            |
| Haydel, Michelle  | Instructional Aide                  | 447-5545              |                            |
| Lee, Annette  | SPED 3rd 1:1                        | 447-5512              | 31                         |
| McLennan, Milissa   | SPED 1:1 (Ms. Brady)                |                       |                            |
| Jackson, Latasha  | CBI (Ms. Brady, K-2)                | 447-5521              | 8                          |
| Thomas-Johnson, Constance                                     | CBI (Ms. Hill, 3-5)                 | 447-5535              | 1                          |
| White, Toni   | Instructional Aide/Computer Lab     | 447-5538              | 15                         |
| <b>Arkansas Holistic Therapy</b>                              | Nichalaus Horton, Kenneth Green     | 447-5522              | Portable 3                 |
| <b>CAFETERIA</b> Kristalyn Hill—Chakela Jackson—Natile Martin |                                     | 447-5507              |                            |
| <b>CARE</b> Brenda Olive—Linda Wesson                         |                                     | 447-5553              |                            |
| <b>CUSTODIAL STAFF</b> Eddie Hunt – Don Kitchen – Don Wilson  |                                     | 447-5508              | 18                         |
| Dial, Pam   | Principal                           | 447-5502              | Office 1                   |
| Strong, Christy   | Assistant Principal                 | 447-5540              | Office 2                   |
| Dunhoo, Wanda   | Principal's Secretary/Bookkeeper    | 447-5510              | Front Office               |
| Bullock, Jazzmin  | Attendance Secretary/Registrar      | 447-5503              | Front Office               |
| PTA   |                                     | 447-5551              | (Parent Center)            |

**McDermott PTA  
2023-2024 PTA Officers**

|                 |            |
|-----------------|------------|
| President       |            |
| Vice President  |            |
| Secretary       |            |
| Treasure        | Toni White |
| Teacher Liaison |            |

**PTA Dues - \$5.00  
The National PTA's Parents' Guide to Student Success**

The National PTA's Parents' Guide to Student Success is intended to clarify what the Common Core Standards are and what students are to learn in each grade. The PTA has produced a guide for each grade K-8 and two guides per grade for grades 9-12 (one for English language arts/literacy and one for mathematics). The guides are also available in Spanish and include activities that parents can do at home to support their child's learning and methods for helping parents build stronger relationships with their child's teacher. the high school guides also include tips for planning for college and career.

The guides may be accessed at this link:

<https://www.pta.org/home/family-resources/Parents-Guides-to-Student-Success>

**McDermott Elementary PTA Meetings are held on**

## **Parental Concerns**

### **School Complaints Resolution Process**

There may be times when parents find they have concerns with their child's school or education. McDermott Elementary School encourages parents to raise any issues they have so that they can be dealt with promptly and resolved to the satisfaction of all concerned in the most appropriate manner.

McDermott Elementary School has developed the following complaint resolution procedures that provide parents with guidelines to assist them in addressing their concerns. These protocols provide a framework that ensures parent concerns are treated seriously and that all issues raised are addressed promptly and fairly while adhering to high standards of conduct and concern.

### **Guidelines for Parents**

#### **Level One: Contact Teacher/Guidance Counselor**

It is important to address an issue or concern quickly; therefore, you should contact the person most directly involved with your child regarding the matter of concern. For example, contact the physical education teacher if the concern is related to physical education; the math teacher if the concern is related to math; the counselor if it is a personal issue; etc. Please direct all concerns related to social interactions or overall academic engagement/performance to your child's Counselor.

Calling the school and leaving a message for the person to return your call is one way to make contact. You can also send a note or email to the appropriate campus personnel requesting a conference with the teacher or counselor. Be sure to state whether you are requesting a personal conference, a phone conference, or perhaps simply a written reply from the person regarding your concern. Please allow two school days for a response.

#### **Level Two: Meet with the Principal**

If a parent still has concerns after contact with a teacher/counselor, make an appointment to speak with the building principal. If a classroom teacher is to be present, it is more convenient for a meeting to occur during planning or team time. It is the principal's role and obligation to follow up on all parent concerns and to keep communication open. The principal will investigate the issue and consider all options to determine appropriate action for a satisfactory outcome.

#### **Level Three: Contact the Associate Superintendent for Elementary Education**

If the parent still has concerns, you may wish to discuss it further with the Associate Superintendent for Elementary Education, who can provide additional advice and support to seek a positive solution. The Associate Superintendent can be contacted through the Little Rock School District Office at 447-1000



## **Epstein's Six Types of Parent Involvement Keys to Successful Partnerships**

### **Type 1: Parenting**

Assist families with parenting and other child-rearing skills, understand child and adolescent development, and setting home conditions that support children as students at each grade level. Assist school in understanding families.

### **Type 2: Communicating**

Conduct effective communications from school -to-home and from home-to school about school programs and student progress.

### **Type 3 Volunteering:**

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

### **Type 4 Learning at Home:**

Involve families with their children on homework and other curriculum-related activities and decisions.

### **Type 5 Decision Making:**

Include families in school decisions and develop parent leaders and representatives.

### **Type 6 Collaborating with the community**

Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

Epstein, et. al. 2002. *School, Family, and Community Partnerships: Your Handbook for Action, Second Edition*. Thousand Oaks, CA: Corwin Press, Inc.

