

**Little Rock School District  
Forest Park Elementary  
Parent Involvement Plan  
2011 – 2012**

**Mrs. Theresa Ketcher, Principal  
Mrs. Michelle Graves, LMS/Parent Facilitator**

**Forest Park Elementary Mission Statement**

*The mission of the Forest Park Elementary community is to provide progressive and differentiated instruction in a nurturing environment that develops a life-long love of learning and prepares students for the future.*

**Parent Involvement Committee Members**

**Mrs. Theresa Ketcher, Principal  
Mrs. Michelle Graves, LMS/Parent Facilitator/Parent  
Ms. Margaret Dawson, Counselor  
Ms. Becky Langley, Art Specialist/Parent  
Mrs. Leann Sears, Reading Recovery Specialist  
Mrs. Sarah Cook, PTA President/Parent  
Mrs. Jennifer Ronnel, PTA President Elect/Parent**

**Forest Park Elementary School Information**

Forest Park Elementary School is one of the highest achieving elementary schools in Arkansas. Forest Park serves 442 students in grades Pre-K through Fifth Grade. 18% of our students are on free and reduced lunch. Forest Park Elementary is not a Title I school.

Forest Park communicates with parents through:

- Edline – Contact Leann Sears (447-4532).
- Parent Link – Go to [www.lrsd.org](http://www.lrsd.org), click Parents and Students, and click Parent Link.
- Forest Park School Website/District Webpage – Go to [www.lrsd.org](http://www.lrsd.org), click Schools, and click Forest Park.
- Student Agenda Books – Contact Patricia Crosslin (447-4500).
- Parent Conferences – October 14, 2011 and February 10, 2012
- Interim Reports – September 13, 2011, November 11, 2011, February 7, 2012, and April 25, 2012 – Contact Theresa Ketcher (447-4502)
- Report Cards – October 20, 2011, January 10, 2012, March 29, 2012, and June 7, 2012 – Contact Theresa Ketcher (447-4502).
- Monthly Principal News Letters – Sent home the last day of each month beginning in August ending in June. – Contact Theresa Ketcher (447-4502).
- Monthly Specialist News Letters - Sent home the last day of each month beginning in August ending in June. – Contact Theresa Ketcher (447-4502).
- Forest Park Library Media Center Pamphlet – September 15, 2011 – Contact Michelle Graves (447-4506).
- Weekly Grade Level News Letter – Sent home every Monday beginning in August ending in June. – Contact your child’s classroom teacher. See the Forest Park Directory for phone numbers.

- Home Connection Folders - Sent home every Monday beginning in August ending in June. – Contact your child’s classroom teacher. See the Forest Park Directory for phone numbers.
- PreK Shutterfly Website – Go to <http://prekatthepark.shutterfly.com>. Contact Kristen Larsson (447-4538) for access information.
- Forest Park PTA E-blasts and Website – Go to [www.parentsatthepark.org](http://www.parentsatthepark.org). Contact E.W. Swan (603-2283).
- Watch D.O.G.S. Dads Website – Go to [www.parentsatthepark.org](http://www.parentsatthepark.org) . Contact Clark Raborn (217-7604).
- Lobby Power Points – Contact Michelle Graves (447-4506).
- Forest Park Directory – Contact Annamary Thompson (920-2778). Parents may contact Forest Park staff members through email or by phone.
- Forest Park Family Information Packet – September of each year located in Forest Park Student Agenda Books and the Forest Park Directory. Contact Michelle Graves (447-4506).

The Forest Park Family Information Packet has been created to support classroom instruction and increase parent involvement. The Forest Park Family Information Packet will include the Forest Park Elementary School Parental Involvement Plan, school policies and procedures, staff contact information, volunteer opportunities, and tips for successful conferences and ideas to support the learning process at home. This information has been distributed in the Forest Park Directory, Student Agenda Books, and school news letters. Contact Michelle Graves at 447-4506 for more information.

The Forest Park staff is available and ready to assist parents and students! All needs should be directed to the student’s classroom teacher through student agenda books, emails, and phone calls. (See the Forest Park Directory for names, email addresses, and phone numbers.) The classroom teacher will contact the appropriate staff member such as the school counselor, nurse, and/or principal that can best meet the specific need. The principal, Mrs. Theresa Ketcher, will address needs if necessary upon the notification of the classroom teacher and/or other staff members involved. Forest Park has an open door policy, however, appointments are appreciated. Please contact Mrs. Patricia Crosslin at 447-4503 for appointments.

Forest Park will plan and implement the following meetings to increase parent involvement and build staff and parent capacity:

- Pre-K and Kindergarten Pre-School Popsicle Party (August – Kristin Larsson/447-4538 and Belinda Johnson/447-4539)
- Open House Spaghetti Supper and Watch D.O.G.S. Kickoff (September – Jody Cummins/666-7992 and Clark Raborn/217-7604)
- Grade Level Parent Orientation Meetings – (September-Theresa Ketcher/447-4502)
- Patriotic Assembly (September-Kelly Keck/447-4522),
- Grandparent’s Day (October-PTA-Jennifer Sperry/663-0336)
- Parent Conferences, (October/February-Theresa Ketcher/447-4502)
- Accelerated Reader Parent Incentive Plan/Library Committee (Quarterly-Michelle Graves/447-4506)
- Pumpkins in the Park (October-PTA-Valerie Bell/539-1509)
- Science Fair Parent Meeting and Science Fair (November-Jason Finney/447-9802)
- Fall Scholastic Book Fair (November-Michelle Graves/447-4506)
- Family Literacy Night and Book Fair Family Shopping Night (November-Michelle Graves/447-4506)
- Open House for Perspective Students (November-Jenny Faulkner/766-0483)
- Christmas Music Performances (December-Kelly Keck/447-4522)
- Family Math Night (January-Michelle Graves/447-4506)

- Bid Your Art Out Spring Auction (March-PTA-Kimberly Bowman/666-5095)
- End of the Year Awards Assembly (May-Theresa Ketcher/447-4502)
- Fifth Grade Graduation Ceremony (May-Theresa Ketcher/PTA-Tiffani Foltz/551-3500)
- Field Day (May-Staff/PTA-Kandi West/607-0452)

Forest Park provides instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment. Forest Park also provides opportunities for parents and community members to support the instructional program through such programs as:

- Grade Level Orientation Meetings (August-Theresa Ketcher/447-4502)
- Family Literacy Night (November-Michelle Graves/447-4506)
- Family Math Night (January-Michelle Graves/447-4506)

Forest Park involves parents on school improvement planning committees:

- Leadership Team (Theresa Ketcher/447-4502)
- Planning, Grants, and Acquisition Committee (100<sup>th</sup> Anniversary, Recycling, and Garden Project) (Neal Lea/353-1781)
- Public Relations Committee (Student Recruitment, Watch D.O.G.S., and Little Rockers Marathon) (Conley Golden/664-1781)
- Hospitality Committee (Grandparents Day and Spaghetti Supper) (Amanda Moore/614-9883)
- Events Committee (Fall Social, Stride Pride Day, Pumpkins in the Park, FluMist Clinic, Art in the Park, Field Day, Space Camp, and Graduation) (Tammie Davis/663-2674)
- Education Committee (Accelerated Reader Incentive Program, Chess Club, Art and Music Liaisons, Book Club, and Mobile Mac Lab) (Michelle Graham/663-0091)

Forest Park provides at least 2 hours of parental involvement staff development to obtain ideas to promote and organize parent involvement within the school and individual classrooms.

Forest Park welcomes volunteers! Those interested in volunteering at Forest Park, should contact individual teachers (see the Forest Park Directory for names, phone numbers, and emails) and/or the school secretary, Ms. Patricia Crosslin at 447-4503. Training will be provided by the person in charge of the area in which a volunteer is needed.

The Parent Resource Center is located in the Forest Park Library Media Center. Parents may check out materials and use computers to check grades and visit educational websites. The Parent Resource Center is open from 7:30 a.m. – 3:30 p.m. daily. Surveys will be conducted after events and a suggestion box will be available in the Parent Resource Center for parents to place suggestions. Contact Michelle Graves at 447-4506 for more information.

Forest Park provides an interest survey at the beginning of the year and an improvement survey at the end of the year to evaluate and revise the parent involvement plan. The Parent Involvement Committee (see list above) will meet in June to review the surveys and make revisions to the parental involvement plan. Michelle Graves is the Library Media Specialist, as well as the Parent Facilitator. Please contact Michelle Graves at 447-4506 or via email at [ingrid.graves@lrsd.org](mailto:ingrid.graves@lrsd.org) for more information.

The Forest Park PTA includes parents, extended family, teachers and staff. Forest Park averages over 90 volunteer hours per student each year. Please contact the Forest Park PTA President, Sarah Cook at 529-5941 or via email at [slkcook99@sbcglobal.net](mailto:slkcook99@sbcglobal.net) for information concerning the Forest Park PTA or log on to the Forest Park PTA website [www.parentsatthepark.org](http://www.parentsatthepark.org).