

*“Parents ARE the
Key!”*

Parent / Community Involvement Kit

“ Mabelvale Magnet Middle School is a supportive, innovative, diverse
community where all students become lifelong learners.”

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Parent / Community Involvement Kit

Mabelvale Magnet Middle School

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Mabelvale Magnet Middle School

Parent / Community Involvement Plan

Purpose

Parents and community leaders play a crucial role in the success of our children's education, and Mabelvale Magnet Middle School would like to encourage parents/community members to be full partners in the education of our children. To help accomplish this goal, the school has developed a parental involvement plan in compliance with Act 603 of 2003 and according to guidance provided by the Arkansas Department of Education. We believe that student achievement will increase as a result of improved communication among all stakeholders.

Communication

In order to establish an effective parental/community involvement plan it is essential that communication between parents, schools, educators, and community members be frequent, clear and two-way. When we work as a team we help to strengthen schools, families, communities, and learning. Mabelvale Middle School will strive to strengthen communication through various methods as listed:

- Maintain school website: Edline
- School handbook
- Mabelvale Magnet Middle School Partners in Education
- New Student Orientation
- Parent Open House, September 16, 2010
- Quarterly and Interim Progress Reports
- Email
- Phone Calls
- Raider Round-Up Newsletter
- Team Communication
- LRSD Website
- Local TV Channel 4
- Phonemaster

The school will continue to communicate with parents through notices sent home, newsletters and media, and through parent/teacher conferences. In addition to Family Nights, the school will

host Literacy and Math Nights. Parents may also contact the school using the following district phone number, 501-447-3000

Parenting

In an effort to provide parents with essential tools to help with child-rearing, counselors are available to help parents with child-rearing skills, understanding child and adolescent development and setting home conditions that support children as students at each age and grade level.

- School Website – Tips for Parents & Counselor’s page
- Parenting internet links
- MMMS Media Center available for Parents
- Centers for Youth & Families
- Living Hope: 663-5473

Student Learning

Mabelvale Magnet Middle School invites parents and community leaders to be involved in learning activities for children, including homework and other curriculum-linked activities and decisions.

- Guest Readers
- Career Day programs
- Field trips
- Special class projects
- Tutoring for Benchmark
- Special programs (drama, choir, band, chess club, etc.)
- Guest speakers to share areas of expertise

Volunteering

Volunteering is an integral part of a good parental/community involvement plan. Parents and community leaders are encouraged to take an active role in school activities. The following are suggested ways in which parents and community leaders can help improve the learning process of our students:

- Guest Speakers
- Guest Readers
- Chaperone Field trips
- Engage in special class projects
- Shelve books in Media Center
- Help during Book Fair
- Help with club and team fundraisers
- Science Fair
- Open House preparations
- New Student Orientation
- Registration
- Club programs
- Attend special class presentations and view student projects
- Assist with teacher copy needs
- Master Gardeners thru CBI classrooms
- Special Olympics Coaches
- Black History Program
- Big Man on Campus

All volunteers are requested to sign in at the front office and receive a “Volunteer/Visitor” Pass. By doing this we will have a record of who volunteered, for whom, when and what was the purpose. We need to keep a record of this information because all volunteers will be recognized at the end of the school year. A volunteer’s time and efforts are important to our students and appreciated by all stakeholders involved in the learning process of our children, therefore, we want to recognize those who take time out of their busy lives to make a difference in the lives of our future leaders.

School Decision Making

In order to include families/community members as advisors in school decisions, Mabelvale Magnet Middle School encourages parents/community leaders to participate in the following forums, with the understanding that the principal is accountable for the operation of the school and has the final responsibility for all decisions made at the site.

- Handbook Revision Committee (each spring)
- School / district ACSIP committees
- Various Parental Organizations

Collaboration with the Community

Mabelvale Magnet Middle School strives to collaborate with community leaders and businesses in order to coordinate resources and services for the school, students, families, agencies, and other groups.

- School / Club fundraisers
- Guest Speakers
- Guest Readers
- Special classroom project needs
- Special school project needs
- Student / family needs (coordinated with school counselors)
- Special Student rewards donated through area businesses.

Mabelvale Magnet Middle School has an “open-door” policy in which we invite families and community members to be a part of the activities in which our students participate. This Parent /Community Involvement Plan is designed to strengthen participation and to help it grow. We welcome any suggestions that will make our plan complete and in compliance with the purpose of Act 603 and the ADE guidelines.

Please feel free to contact Mrs. Fran Moseley, Parent Coordinator, at 447-3058 if you have any questions regarding this document.

Roles for Stakeholders in Education

It is important to define the roles of each stakeholder involved in the education of adolescents. The following are suggested goals that each stakeholder can strive to work towards in the education process.

Parents / Guardians:

- Believe that my child can learn

- Help my child get to school on time and attend regularly
- Volunteer at school and/or provide other support to teachers
- Encourage my child to participate in at least one extracurricular activity
- Keep track of my child's progress through communication with teachers
- Attend conferences, visit my child's classroom, and attend Open House and Family nights
- Take time each day to talk to my child about his/her school day
- Try to do something special when my child achieves in school
- Provide a quiet place and set aside a specific time for homework
- Be available to assist with school work
- Sign and return all papers that require a parent's or guardian's signature
- Help my child resolve conflicts in positive, nonviolent ways
- Respect cultural, racial, ethnic and individual differences

School Personnel:

- Believe that each child can learn
- Provide quality teaching and leadership
- Inform all parents and students about class activities, assignments, events, and achievement levels of students, in a timely, efficient manner
- Make my classroom welcoming to parents
- Check that homework has been completed
- Respect cultural, racial, ethnic, and individual differences
- Hold at least two parent-teacher conferences and offer flexible scheduling
- Provide activities that account for different learning styles
- Have high expectations for myself, my students, and other staff

- Seek ways to involve parents in the school program
- Maintain open lines of communication with students and parents

Students:

- Believe that I can learn and do my best
- Ask the teacher relevant questions
- Take home materials and information needed to complete homework in a thorough, legible, and timely manner
- Obey classroom rules
- Discuss with my parents what I am learning in school and ask for assistance
- Respect the cultural, racial, ethnic, and individual differences of other students, their families, and staff
- Resolve conflicts peacefully
- Arrive to class on time and attend regularly
- Respect all school property and other individual's personal property

Community Leaders:

- Support the philosophy that all children can learn
 - Provide opportunities for employees to share their areas of expertise with local schools
 - Seek ways to become involved in special school projects
 - Maintain open lines of communication with local schools and community members concerning the education process and how area businesses and community leaders can become directly involved
-

Tips for Parents of Middle Schoolers

Organization: Advice for Parents

Developing good organizational skills is a key ingredient for success in school and in life. Although some people by nature are more organized than others, anyone can put routines and systems in place to help a child "get it together." Here's a list of strategies that you can use to help your child get -- and keep -- his life under control.

- 1. Use checklists.**
Help your child get into the habit of keeping a "to-do" list. Use checklists to post assignments, household chores, and reminders about what materials to bring to class. Your child should keep a small pad or notebook dedicated to listing homework assignments. Crossing completed items off the list will give him a sense of accomplishment.
- 2. Organize homework assignments.**
Before beginning a homework session, encourage your child to number assignments in the order in which they should be done. She should start with one that's not too long or difficult, but avoid saving the longest or hardest assignments for last.
- 3. Designate a study space.**
Your child should study in the same place every night. This doesn't have to be a bedroom, but it should be a quiet place with few distractions. All school supplies and materials should be nearby. If your young child wants to study with you nearby, too, you'll be better able to monitor his progress and encourage good study habits.
- 4. Set a designated study time.**
Your child should know that a certain time every day is reserved for studying and doing homework. The best time is usually not right after school -- most children benefit from time to unwind first. Include your child in making this decision. Even if she doesn't have homework, the reserved time should be used to review the day's lessons, read for pleasure, or work on an upcoming project.
- 5. Keep organized notebooks.**
Help your child keep track of papers by organizing them in a binder or notebook. This will help him review the material for each day's classes and to organize the material later to prepare for tests and quizzes. Use dividers to separate class notes, or color-code notebooks. Separate "to do" and "done" folders help organize worksheets, notices, and items to be signed by parents, as well as provide a central place to store completed assignments.
- 6. Conduct a weekly clean-up.**
Encourage your child to sort through book bags and notebooks on a weekly basis. Old tests and papers should be organized and kept in a separate file at home.
- 7. Create a household schedule.**
Try to establish and stick to a regular dinnertime and a regular bedtime. This will help your child fall into a pattern at home. Children with a regular bedtime go to school well-rested. Try to limit television-watching and computer play to specific periods of time during the day.
- 8. Keep a master calendar.**
Keep a large, wall-sized calendar for the household that lists the family's commitments, schedules for extracurricular activities, days off from school, and major events at home and at school. Note dates when your child has big exams or due dates for projects. This will help family members keep track of each other's activities and avoid scheduling conflicts.
- 9. Prepare for the day ahead.**
Before your child goes to bed, he should pack schoolwork and books in a book bag. The next day's clothes should be laid out with shoes, socks, and accessories. This will cut down on morning confusion and allow your child to prepare quickly.

for the day ahead.

10. **Provide needed support while your child is learning to become more organized.**

Help your child develop organizational skills by photocopying checklists and schedules and taping them to the refrigerator. Gently remind her about filling in calendar dates and keeping papers and materials organized. Most important, set a good example.

Adapted from "Tips for Developing Organizational Skills in Children" by the [Coordinated Campaign for Learning Disabilities](#) (CCLD). Call 1-888-478-6463 for important resources and information about learning disabilities.

Report Cards: Advice for Parents

A child's report card can bring feelings of joy, excitement, and pride; it can also cause concern, frustration, and uncertainty. In either case, the reporting period marks a new beginning to set goals and reflect on past work habits, achievements, and hardships. Most important, it is a time for you to communicate with your children and determine a path for future academic enrichment and social-emotional growth.

Focus on the Positive

Regardless of the grades your child brings home, you must first focus on positive aspects of the report. This is not always an easy task. For some, this might mean highlighting a strong effort or citizenship grade, or praising an academic accomplishment or a perfect attendance record. Starting on a positive note shows your child that you truly care about the accomplishments, not only areas that need improvement.

Ask the Right Questions

Be careful not to overreact to low grades, or grades you view to be unsatisfactory. Instead, use this time to look at past performance and plan for the future. Talk to your child, asking questions to understand how a particular grade was earned:

- 1 Was the work too difficult?

- 2 Could the pace of the class be inappropriate (too fast, so that your child feels "lost," or too slow, causing your child to feel "bored")?

- 3 Does your child complete all homework and ask questions when problems arise?

The answers you receive might indicate a need to review your child's study habits. Determine whether or not your child is recording all assignments and bringing home all materials necessary to complete them. Does your child have a specific nightly homework time (Sunday through Thursday) when he cannot be disturbed? If not, this would be a great time to establish one! If so, is it long enough? Does your child have a specific place to study where resources (including someone to answer questions) are available and distractions are minimized? Is your child completing all homework on a nightly basis, or are assignments being turned in late, or not at all? Once you have determined the problem, you can begin to create a solution.

The Next Step

Creating a plan to maximize future academic success is an important part of every child's education. Help your child set realistic and attainable goals for the next reporting period. Outline ways in which these goals can be met, as well as rewards and consequences if they are not. Type the "official plan" and post one copy in a prominent household location, another in your child's binder, and forward another to her teacher. Involving your child gives her ownership and importance in this process, and this makes the report card important not only to you, but also to your child.

As parents and teachers, we want the best for children, but in too many cases this is measured only by the number of A's and B's brought home. Emphasize to your child the importance of doing the very best job that he can. Encourage him to succeed, and measure his progress in realistic terms, letting him know that you care and are available to help. Break tasks into small steps, so that even the youngest child can measure her growth, and the most advanced child can monitor her progress. By reviewing the report card, and developing a plan for the future, you will help your child find the road to success.

When Report Cards Don't Make the Grade: Advice for Parents

Does your child hide out at the neighbor's house when it's report card time? Before you go looking for her, read these five tips for dealing with the less-than-perfect report card.

1. **Don't lose your cool:** Though many people see report cards as motivating, they can also be demoralizing. "They can sap a child of his confidence," says Dr. Kenneth Shore, school psychologist and author of the Parent's Public School Handbook. "The report card is not a measure of your child's worth or of your parenting skills." But grades can have an impact on a child's future. Make this point constructively.
2. **Accentuate the positive:** Point out what your child is doing well, whether it's an academic subject or an extracurricular activity. "Children need to know where they show motivation because they may not be aware of their strengths," says Dorothy Rich, president of the Home and School Institute. If your child does poorly in math, but enjoys figuring out basketball players' free-throw averages, make the connection for him.
3. **Look behind the grade:** The report card only indicates that there is a problem. Compare your child's papers over the year to see his progress. Discuss whether he's involved in too many extracurricular activities. "Kids need time to get their work done," says Rich. If your child is trying her hardest and still not understanding the material, contact the teacher immediately.
4. **Set goals for improvement:** Goals help us get motivated, but be realistic. If a child is getting all C's on his report card now, expecting all A's the next time may be an unrealistic goal.

Contact the teacher: "If a parent has any questions at all, the first thing he or she should do is call the teacher for clarification - not the guidance counselor or the vice principal," says Martie Fiske, a White House Distinguished Teacher. "A parent's first question should be: 'What's going on?'"

Homework: Setting the Stage

Children who are involved in regular routines at home tend to do better in school. Families can help children organize their daily work and manage their time. Use this routine to guide families in helping their children with homework.

Establish a Time to Do Homework

Encourage families to establish with their children a regular time to do homework. Consistency is important.

Create a Place to Do Homework

- Tell families to find a comfortable, quiet, and well-lighted place in their home for their children to

do homework. The place should include supplies such as books, magazines, a dictionary, paper, markers, and pencils.

Gather Resources

- Suggest that families help their children gather resources needed for assignments.
- Parents can: 1) help determine and gather materials needed for a project, 2) suggest or contact people for an assignment such as an interview or a poll.

Encourage a School-Home Dialogue

- Involve families in evaluating how their children are succeeding with homework. Encourage an ongoing dialogue so that families are comfortable communicating any difficulties their children are having.

Using the Library

Families can use their local library to help children become enthusiastic and skilled lifelong readers. Use this

routine to guide families in establishing a habit of visiting the library with their children.

1. Make Regular Visits

Encourage families to take their children to the library to get their own library card. Advise families to show children

that reading is important—and fun.

- Make a library visit a permanent part of the weekly schedule.
- Check out their own books to read as well as books to read aloud and share.
- Take care of books and return them on time.

2. Learn About the Library

Suggest that families take a tour of the children's section of the library with the children's librarian.

Point out: sections where storybooks, nonfiction, magazines, and tapes are shelved; computers that can help children

find books; the organization of the fiction section, where storybooks are put in order of the alphabet by author.

3. Choose Books with Your Child

Families can help their children discriminate when they choose a book to read.

They can: talk about children's interests and help them locate books on sports, science, or other topics; guide children

toward books that they can read independently; help them choose new books as well as old favorites; remind children about favorite authors or stories so they can find related works; encourage children to stretch their abilities by sometimes choosing a book a little above their reading level.

4. Participate in Library Events

Families can find out about the library's many events by checking the local newspaper and the library's bulletin board and by getting on the library mailing list.

Daily Literacy Routines

Children acquire vocabulary, language skills, and knowledge about the world when they have opportunities to engage in interesting conversations with adults. These conversations will later help children with their reading. Use this routine to guide families in what they can do every day to develop young readers.

1. Talk About Everyday Routines

Suggest that families use everyday routines as an opportunity to talk with their children.

- When children are eating breakfast or getting ready for bed, talk about what they're doing.
- When children are playing, join in the game.
- When children are watching television, talk about the program.
- At the supermarket or the post office, talk about what you're buying and why.

2. Share Family Stories

Encourage families to share their own experiences. Children like hearing stories about when their parents were young. This will prompt children to talk about their own experiences.

3. Read and Talk About Books

- Read a book to children and talk about something in the book that connects to their lives.
- Allow children to turn the pages, stop to ask questions, and ask to hear or read it again.
- Encourage children to read to you.

4. Discuss the News

Recommend that parents spend a few minutes every day talking about something in the news. This will help expand their children's view of the world.

Reading at Home

Family members who read to and with children foster their children's literacy by increasing understanding of stories, enhancing oral language, and building vocabulary. Use the following routine to guide families in reading with their children.

1. Create a Special Reading Area

Talk with families about finding or creating a place in their home that is a comfortable, quiet spot for reading.

2. Collect Books

Suggest that families gather books, newspapers, and magazines and place them on a table or bookshelf in their special reading place.

3. Schedule a Quiet Reading Time

Encourage parents to set aside time every day for reading. Even small amounts of time reading together are worthwhile. Sharing a book for ten or fifteen minutes goes a long way to promoting a love of reading.

4. Talk About What You Read

Suggest that family members look for opportunities to talk with their children about books and other print material and share what they are reading.

5. Reread Favorite Books

Tell adults to expect their children to have favorite books and to say, "Read it again." Children love to hear books with rhyme, rhythm, and repetition read to them over and over again.

6. Read Books That Last for Days

Children enjoy continuous stories, and they are eager for the next installment. Encourage adults to read chapter books to their children.

7. Tips for Reading with Children

Send home a list of possible ways that families and children can read together.

- Read aloud to your child.
 - Have your child chime in on repeated phrases or sentences.
 - Read alternate pages of a book.
 - Read silently side by side.
-

100 Ways for Parents to Be Involved in Their Child's Education

Based on the *National Standards for Parent/Family Involvement Programs*

1. Give positive feedback and show appreciation for teachers and the principal.
2. Approach interactions with a positive attitude and an open mind.
3. Listen to others' viewpoints.
4. Share your child's strengths, talents, and interests with your child's teachers.
5. Share expectations and set goals together for your child.
6. Make appointments as needed to discuss your child's progress or concerns.
7. Attend parent-teacher conferences with specific questions you want to ask.
8. Indicate the best way to give you information (phone, e-mail, notes, etc.).
9. Understand and reinforce school rules and expectations at home.
10. Participate in informal opportunities to talk with and get to know school staff and educators.

11. Address concerns or questions honestly, openly, and early on.
12. Attend PTA or parent meetings regularly.
13. Read classroom and/or school newsletters.
14. Visit your school's web page.
15. Know school staff's extensions and office hours.
16. Read and know your school's handbook.
17. Request that information be available in all relevant languages.
18. Share your family's culture, values, and parenting practices with your child's school.
19. Share your perceptions with educators and school staff of how parents are treated.
20. Work with school staff and educators to revise and improve perceptions and school climate.
21. Meet your child's friends and get to know their parents.
22. Contact your school for information on family programs and resources.
23. Help establish a parent center at school and use its resources.
24. Help create a toy/book lending library and visit it regularly.
25. Assist in developing parent support programs/groups and attend them.
26. Attend workshops or seminars on various parenting topics.
27. Participate in parenting classes on child development, expectations, discipline, etc.
28. Attend parent fairs and other events especially for parents and families.
29. Start a parent book club to discuss current publications.
30. Help create and/or contribute to a school newsletter on parenting.
31. Assist in creating and/or offer your services to before- and after-school programs.
32. Build a child file with medical records, pictures, fingerprints, etc.
33. Make donations and/or offer to work at clothing drives or swaps, food co-ops, etc.
34. Ask teachers or counselors about how to talk with your children about tough topics.

35. Discuss your child's school day and homework daily.
36. Learn your child's strengths and weaknesses in different areas of school.
37. Provide a quiet, well-lighted place with basic school supplies for studying/homework.
38. Help your children break down projects into smaller, more manageable steps.
39. Develop a consistent daily routine and time for studying and homework.
40. Provide encouragement and approval for effort and schoolwork.
41. Share your interests, hobbies, and talents with your children.
42. Provide children with books, magazines, and so forth, and develop a nighttime reading routine.
43. View selected TV programs together and then review and discuss them.
44. Make family trips to the library, zoo, museum, or park a fun learning experience.
45. Talk with your child's teacher on creating home learning games and activities.
46. Complete interactive homework assignments with your child.
47. Attend meetings on learning expectations, assessment, and grading procedures.
48. Help set goals and develop a personalized education plan for your child.
49. Participate in activities that help you understand school technology.
50. Help plan and attend family nights on improving study habits, doing homework, etc.
51. Help develop, visit, or offer services to your school's study/tutor center.
52. Participate in fairs and fests for math, science, history, and so forth.
53. Respond to school surveys on your interests, talents, and skills.
54. Let school staff know your availability to volunteer (days, times, and how often).
55. Supervise and coordinate evening and weekend volunteer activities at school.
56. Assist your child's teacher in the classroom or on field trips when you are able.
57. Work with school staff and teachers to develop volunteer activities you can do from home.
58. Assist school staff and educators in creating a warm and welcoming atmosphere for parents.

59. Help provide child care and/or transportation for volunteering parents.
60. Help develop creative ways to use volunteers at school.
61. Actively help school staff recruit parents and community members as volunteers.
62. Attend training and orientation on how to be an effective volunteer.
63. Learn and uphold school discipline, confidentiality, and other policies as a volunteer.
64. Plan a regular time each week to talk with school staff and educators with whom you are working.
65. Help develop volunteer job descriptions and evaluations.
66. Participate in organizing and planning ways to recognize and appreciate volunteers.
67. Respond to school surveys/questionnaires on how effective volunteer programs are.
68. Help develop and distribute a volunteer directory to parents, school staff, and teachers.
69. Provide volunteer consulting services to school staff or educators in your areas of expertise.
70. Learn of school and district policies and practices that affect children.
71. Voice your support or concerns on any issue that will affect your family.
72. Be involved in decisions on student placement and course and textbook selections.
73. Participate in meetings to determine special educational needs and services.
74. Attend workshops on problem solving, conflict resolution, public speaking, and so forth.
75. Serve on school advisory councils or committees on curriculum, discipline, and so forth.
76. Serve on a site-based school management team with teachers and the principal.
77. Encourage and support older children in serving in student leadership positions.
78. Help your school create a student's rights and responsibilities guide for families.
79. Attend PTA, school board, and/or town meetings and speak to issues of concern.
80. Learn representatives' backgrounds and participate in school board elections.
81. Work with teachers and school administrators to develop a parent involvement policy.
82. Write, call, or travel to state capitals to support or oppose proposed legislation.

83. Participate in petition drives or letter-writing campaigns to Congress on legislation.
84. Give testimony at public hearings in support of or opposition to education legislation.
85. Vote in local, state, and federal elections for public officials who support education.
86. Help your school develop a directory of social and community services.
87. Find out information on community resources and organizations and use them.
88. Help develop and/or distribute a community newsletter to local agencies and businesses.
89. Help coordinate and participate in an event to raise money for a local charity.
90. Talk with employers about holding parent meetings or parenting workshops on-site.
91. Advocate for flexible work schedules and leave time to attend school functions.
92. Encourage employers and local businesses to make donations and support school programs.
93. Help organize and/or participate in community health fairs.
94. Help recruit community members (seniors, business people) to volunteer at school.
95. Become active in community groups such as YMCA and Boy and Girl Scouts.
96. Serve on local community advisory councils and committees.
97. Work with local authorities and public officials to sponsor community events.
98. Help organize and/or participate in a community “clean up” or “beautification” project.
99. Encourage and help facilitate your child’s participation in community service.
100. Be a role model, be active in community service yourself or together with your child.

Online Resources / Web Sites

Mabelvale Magnet Middle School

Faculty Directories **Email Links:** www.mabelvale.org

Little Rock School District General Information: www.lrsd.org

MMMS Parent Facilitator: email: fran.moseley@lrsd.org

Online Parenting Resources / Web Sites:

- Arkansas Department of Education <http://arkedu.state.ar.us>
- Center for Effective Parenting <http://www.parenting-ed.org>
- Arkansas Family Literacy Family Center <http://www.familylit.com>
- Middle Web – Focuses on Adolescents <http://www.middleweb.com>
- Project Appleseed <http://www.projectappleseed.org>
- Reading Matters <http://www.readingmatters.net>
- Connect for Kids <http://www.connectforkids.com>
- Fact and Fiction (resource to screen content
of student selected novels) <http://www.factandfiction.org>

Mabelvale Magnet Middle School Library Resources

The Mabelvale Magnet Middle School Media Center strives to provide a variety of print, non-print and electronic resources to support the school's curriculum. Materials are used by both faculty and students. In addition to housing approximately 13,000 books, video & audio tapes, magazines, journals, and professional resources, the Media Center up-dated computer labs. The Media Staff diligently works to provide a wide range of resources to meet the educational needs and interests of our students.

Parent Volunteer Survey

Parent Volunteers are a vital part of the success Mabelvale Magnet Middle School students will experience during their adolescent years. This survey is used to connect parents who want to help with the right activity for your area of expertise or any area where you are willing to serve. Signing up for a category below does not commit you to *anything*. A representative will contact you as far in advance as possible to ask if you are available to help with an activity. Each adult in your family should complete this form and return it to the main office. Thank you, in advance, for your willingness to serve your school in a positive manner.

Name: _____ **Phone number:**

Best days/times for you to volunteer:

E-mail address:

Your child's (children's) name(s):

His/her Grade:

I am interested in . . . (please check **ALL** that apply)

Helping out in my child's classroom:

- Being a Guest Reader
- Helping with special projects
- Chaperoning field trips

Media Center :

- Checking out books
- Shelving books
- Assisting students with research

**Working with students:
following areas:**

Arts: Sharing your talents in the

___ Keyboarding for students with writing needs

___ Dance

___ Assisting students in the Media Center

___ Music

___ Tutoring a child in reading or other subject

___ Arts and crafts

Subject: _____

___ Drama

___ Sharing my area of expertise with students

___ Other:

(Career or hobbies)

Topics: _____

Special events:

___ Provider Pal Activities

Communications:

___ Science Fair

___ Making phone calls to volunteers

___ School Dance

___ Verbal translation to Spanish (mod. fluency)

___ Teacher Appreciation Week

___ Expanding the school's web site

Hospitality/Child care:

Partners in Education:
events

___ Providing snacks for school

___ Assisting with implementation of programs
volunteers

___ Providing child care for other

for MMMS

___ Working concessions a

Other opportunities:

___ New Partners in Education initiatives: _____
computers

___ Teaching students/parents to use

_____ grounds

___ Gardening on the school

___ Other

ideas: _____

If you have any questions concerning this survey, please contact Mrs. Fran Moseley, MMMS Parent Coordinator, at 447-3058.

School Events

Parent Open House

Mabelvale Magnet Middle School hosts an Open House during the first weeks of school. Open House is designed to help familiarize parents and family members with our campus and facilities. September 16, 2010 grade met with parents to discuss pertinent information regarding their child's educational experience at Mabelvale Magnet Middle School .

After a brief welcome and introduction to staff members and MMMS policies, teachers presented their course content and other pertinent school/class information. Parents were given the opportunity to meet individual teachers and provide personal information concerning their child.

Parent-Teacher Conferences

Mabelvale Magnet Middle School will hold two Parent-Teacher conferences throughout the school year, one conference per semester. Conference dates: October 19 & 21, & February 11, 2011.

In addition to school-wide scheduled conference dates, teachers and parents are encouraged to schedule conferences when deemed necessary concerning student academic progress, or behavioral concerns. Mabelvale Magnet Middle School teachers strive to communicate with parents on a regular basis in order to keep parents abreast of student progress.

Clubs / Organizations for Mabelvale Magnet Middle School

Mabelvale Magnet Middle School encourages all students to become a part of an extracurricular activity. We also recognize the importance of parents / community leaders to be actively involved in our programs as well. The list below includes all clubs, organizations, and extra curricular activities offered at Mabelvale Middle School .

- Choir
- Band
- Student Council
- Builders Club
- Delta Gardeners
- Genius Book Club
- AVID
- Special Olympics
- Walking Club
- Quiz Bowl
- Archery Team
- 7th & 8th Grade Athletics
- 7th & 8th Grade Cheer Team
- 7th & 8th Grade Dance Team
- 7th & 8th Grade Girls Basketball
- 7th & 8th Grade Boys Basketball
- 7th & 8th Grade Football
- 7th & 8th Grade Track
- 7th & 8th Grade Volleyball
- 7th & 8th Grade Soccer

As our school continues to grow we hope to add more clubs, organizations, and extra curricular activities to our menu of options in order to promote student involvement.

**** Check out www.lrsd.org & www.mabelvale.org for added activities throughout the year.