**Wakefield Elementary**

## School Engagement Plan

**[Effective April 2022]**

Please read over the updated form closely. Note the new Assurances section allows you to confirm practices that are *required* but do not need further elaboration. In the response fields, please include links to additional information that can help support your story as you answer the guiding questions.

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| ​​**1: Jointly Developed**​Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.*Guiding Questions** ***1.1:*** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*

[*A.C.A. § 6-15-1702(a)*]* ***1.2:*** *What efforts have been made to ensure adequate representation of parents and families of participating children in the process (Title I families)?*

[*ESSA § 1116(c)(3)*] |

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School Mission: The mission of Wakefield Elementary School is to provide each student with a developmentally appropriate education that will lend itself as the foundation for future learning. Assisted by parents, teachers, and the community, students' social and educational needs will be met which will provide them with the opportunity to become productive lifelong learners.

Wakefield is a school-wide Title I school for grades Kindergarten – 5th grade. All (100%) of our students are on free and reduced lunch. This will be our ninth year of participation in the Breakfast In The Classroom Program.

To ensure collaboration and inclusion, all parents will have an opportunity to review our school's Parent and Family Engagement Plan. Annually we will survey our stakeholders incorporate changes based on the needs or parents, students, staff and community.

To increase parent involvement, Wakefield will communicate with parents and support classroom instruction by hosting a Family Literacy Night and Family Math Night to teach parents' strategies to assist their child/children with literacy and math skills. Teachers will provide parents literacy/math family activity kits. Teachers will distribute a monthly newsletter which will highlight skills being taught in the classroom. Teachers will keep their eSchool accounts updated with pertinent information concerning students in their classroom. The school will provide information explaining the school's involvement with the LRSD's reading initiative and how the parents can be involved in supporting the goals of this initiative.

To ensure that parents have access to the parental involvement plan for the district, the plan will be available online. In addition, hard copies will be available in the parent center, located in the library. Copies of the plan will be available in Spanish as well. During parent teacher conferences, parents will be provided the opportunity to voice concerns about the plan, and the comments will be turned in to the district.

Wakefield will plan the following meetings/activities to increase parent involvement and build staff and parent capacity:

Fall Activities

* Open House-Walk-through/Parents Make A Difference Session
* K-2 Math/Literacy Night
* K-5 Math/Literacy Night
* Annual Title 1 Meeting
* Parent Teacher Conferences
* Fall Festival
* Charity Dinner
* Class Holiday Parties
* School-Wide Incentive Movie Spring Activities
* Parent Teacher Conferences
* Black History Program
* ELPA- ESL testing
* Valentine's Parties
* ACT Aspire Testing
* Accelerated Reader Ceremony
* Field Day
* Fifth Grade Promotion

The teachers and administrators will provide information to parents about volunteer opportunities during parent conferences and through the school website. A monthly calendar of events will be distributed to all students which will include the monthly lunch menu to assist with nutritional meal planning. A parent volunteer training will be held, September 13, 2022, to provide instruction on how to incorporate developmentally appropriate learning activities in the home environment. In an effort to help students transition smoothly to middle school, Wakefield will raise parent awareness of procedures and activities by participating in a middle school parent night in the spring. A minimum of two hours of parental involvement professional development will be provided for the staff every fourth year designed to enhance understanding of effective parent involvement strategies. The importance of administrative leadership and setting expectations to create a climate conducive to parental participation will be addressed.

School staff, parents, and selected students have developed a parent-student compact. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. The compact will be signed by all the stakeholders. (Contact Child's teacher)

The Parent-Teacher Association (PTA) will encourage parental and community involvement with our school by coordinating and integrating parental involvement strategies through supportive programs such as our Children International, UALR Dental Clinic, and our partners in education. Parents will be recruited to serve on our school improvement planning committee. Based on the results of the parent needs assessment distributed in the Fall, the committee will make decisions about the allocation of our Title I, Part A parental involvement funds. Contact 447- 6600 (leave a message)

Parents may check out materials and use the computer to visit educational websites in our Parent Center (Room

1. between the hours of 8:00 a.m. and 2:00 p.m. Parents will also be encouraged to view our Title I plan located in the Parent Center. Informational packets will be distributed each year which will include a copy of our parental involvement plan, survey for volunteer interests, and suggestions of ways parents can become involved in their child's education. Parents will be provided with an events calendar and information about ways that teachers and parents communicate through email, notes, phone calls, newsletters, and conferences. Wakefield will promote and support responsible parenting by purchasing parenting books, magazines and other materials regarding responsible parenting through the school library as funds are available. The school policy handbook will include the process for resolving parental concerns including how to define a problem, whom to approach first, and how to develop solutions. The principal will designate at least one certified staff member who is willing to serve as the parent facilitator.

Parent interest surveys will be sent out in the fall and spring of each school year. A comprehensive needs assessment will be completed by teachers, parents, school staff, students, and community partners to determine the effectiveness of the parental involvement plan and make changes if needed.

Parents will fill out a parent interest survey at the beginning of each school year to get input concerning activities they feel will be most beneficial in the efforts to support their child. The results of the survey will be used to plan meaningful activities throughout the school year. At the end of the school year, we will evaluate the activities that were suggested by parents to determine any changes needed for the upcoming school year. (Contact: Stacie Breshears 447-6650)

Wakefield Elementary School will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in ameaningful way. To take advantage of community resources, we will consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

The National Network of Partnership Schools (NNPS) NNPS invites schools to use research-based approaches to organize and sustain excellent programs of family and community involvement that will increase student success in school. Wakefield Elementary collaborates and supports the LRSD Southwest Schools Cluster Team. Partnership Programs focus on the six "keys to involvement" identified by educational researchers as the critical components of home/school/community connections.

Six Types of Involvement:

Keys to Successful Partnerships (INDISTAR #7) TYPE 1 Parenting

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

(INDISTAR #3)TYPE 2 Communicating

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

(INDISTAR #6)TYPE 3 Volunteering

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

(INDISTAR #3 and #7) TYPE 4 Learning at Home

Involve families with their children on homework and other curriculum-related activities and decisions. (INDISTAR #1 and #7) TYPE 5 Decision Making

Include families as participants in school decisions, and develop parent leaders and representatives. (INDISTAR #7 and #9) 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.

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| **2: Communication**Describe how the School will communicate with and distribute information to parents and families. *Guiding Questions** ***2.1:*** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
	+ *description of the engagement program*
	+ *recommended roles for parents, students, teacher, and the School*
	+ *ways for a family to get involved*
	+ *survey regarding volunteer interests*
	+ *schedule of activities planned throughout the school year*
	+ *regular, two-way, and meaningful system for parents/teachers to communicate*

[*A.C.A. § 6-15-1702(b)(3)(B)(1)*]* ***2.2:*** *How will the School ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?*
	+ *How is relevant information provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?*

[*ESSA § 1116(e)(5)*]* ***2.3:*** *How does the School offer flexible opportunities for meetings with families?*

[*ESSA § 1116(c)(2)*] |

Given these unprecedented times because of the global Coronavirus Pandemic, the communication between the school and home will be different. In order to ensure the continued well-being of our school community, the following guiding principles have been put in place:

* 1. Ensure a safe learning environment based upon the most current guidance from the Arkansas Department of Health (ADH).
	2. Ensure the continuity of teaching and learning by providing a guaranteed and viable curriculum that addresses unfinished learning from the prior year, introduces new learning while utilizing technology to enhance regular classroom instruction.
	3. Support teachers in providing virtual instruction by providing training in technology, blended learning (delivery of instruction), addressing social and emotional needs of students and self, and culturally responsive practices.
	4. Provide guidance and support for educators, parents and students in the areas of health, safety, and social emotional learning.
	5. Engage educators, parents, students, and the community.

Wakefield Elementary School will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way. To take advantage of community resources, we will consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

To increase parent involvement, Wakefield will communicate with parents and support classroom instruction by hosting a Family Literacy Night and Family Math Night to teach parents' strategies to assist their child/children with literacy and math skills. Teachers will provide parents literacy/math family activity kits. Teachers will distribute a monthly newsletter which will highlight skills being taught in the classroom. Teachers will keep their eSchool accounts updated with pertinent information concerning students in their classroom. The school will provide information explaining the school's involvement with the LRSD's reading initiative and how the parents can be involved in supporting the goals of this initiative.

Parent interest surveys will be sent out in the fall and spring of each school year. A comprehensive needs assessment will be completed by teachers, parents, school staff, students, and community partners to determine the effectiveness of the parental involvement plan and make changes if needed.

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| **3: Building Staff Capacity**Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.*Guiding Questions** ***3.1:*** *How does the School build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL School staff (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*
	+ *the value and utility of contributions of parents* [*Title I schools*]
	+ *how to reach out to, communicate with, and work with parents as equal partners* [*Title I schools*]
	+ *how to implement and coordinate parent programs and build ties between home and the School*  [*Title I schools*]
	+ *how to respond to parent requests for parent and family engagement activities*  [*Title I schools*]
	+ *that parents play an integral role in assisting student learning*  [*all schools*]
	+ *how to welcome parents into the School and seek parental support and assistance*  [*all schools*]
	+ *the School’s process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions* [*all schools*]

[*ESSA § 1116(e)(3;14); A.C.A. § 6-15-1702(b)(5-7)*] |
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The teachers and administrators will provide information to parents about volunteer opportunities during parent conferences and through the school website. A monthly calendar of events will be distributed to all students which will include the monthly lunch menu to assist with nutritional meal planning. A parent volunteer training will be held, September 13, 2022, to provide instruction on how to incorporate developmentally appropriate learning activities in the home environment. In an effort to help students transition smoothly to middle school, Wakefield will raise parent awareness of procedures and activities by participating in a middle school parent night in the spring. A minimum of two hours of parental involvement professional development will be provided for the staff every fourth year designed to enhance understanding of effective parent involvement strategies. Additional opportunities will be provided throughout the year to provide professional development for the staff regarding parental involvement through Arkansas Ideas as well as face to face training. The importance of administrative leadership and setting expectations to create a climate conducive to parental participation will be addressed.

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| **4: Building Parent Capacity**Describe how the School provides opportunities to build parents’ capacity to play a role in their children’s academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.*Guiding Questions** ***4.1:*** *How does the School provide timely information about the following:*
	+ *a description and explanation of the curriculum in use at the School*
	+ *the forms of State and Local academic assessments used to measure student progress, including alternate assessments*
	+ *the achievement levels of the challenging State academic standards students are expected to meet*

[*ESSA § 1116(c)(4)(B)*]* ***4.2:*** *How does the School provide assistance to parents in understanding the following:*
	+ *the requirements of Title I, Part A*
	+ *how to monitor their child’s progress*
	+ *how to work with educators to improve the achievement of their children.*

[*ESSA § 1116(e)(1)*]* ***4.3:*** *What types of materials and training does the School provide to help parents work with their children to improve their children’s achievement? This may include:*
	+ *literacy training*
	+ *technology training, including education about copyright piracy and safe practices*
	+ *resources that describe or assist with the child’s curriculum*
	+ *other activities such as workshops, conferences, online resources like tutorials or webinars, and any equipment or other materials, including parent resource centers*

[*ESSA § 1116(e)(2)*]* ***4.4:*** *Involve parents of students at all grade levels in a variety of roles, including without limitation:*
	+ *involvement in the education of their children*
	+ *volunteer activities*
	+ *learning activities and support classroom instruction*
	+ *participation in School decisions*
	+ *collaboration with the community*
	+ *development of School goals and priorities*
	+ *evaluating the effectiveness of the School-level Improvement Plan*

[*A.C.A. § 6-15-1702(b)(1); ADE Rules Governing Parental Involvement Section 3.03*]* ***4.5:*** *How does the School promote and support responsible parenting? The School shall, as funds are available:*
	+ *purchase parenting books, magazines, and other informative material regarding responsible parenting through the School library, advertise the current selection, and give parents an opportunity to borrow the materials for review*
	+ *Create parent centers*

[*A.C.A. § 6-15-1702(b)(4)(A)*]* ***4.6:*** *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*
	+ *role play and demonstration by trained volunteers*
	+ *the use of and access to Department of Education website tools for parents [​**http://www.arkansased.gov​**]*
	+ *assistance with nutritional meal planning*

[*A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)*] |

Parents may check out materials and use the computer to visit educational websites in our Parent Center (Room

147) between the hours of 8:00 a.m. and 2:00 p.m. Parents will also be encouraged to view our Title I plan located in the Parent Center. Informational packets will be distributed each year which will include a copy of our parental involvement plan, survey for volunteer interests, and suggestions of opportunities by which parents can become involved in their child's education. Math and Literacy nights will be provided for all grade levels to familiarize parents with current curriculum, and provide parents with tips to assist their child in achieving academic success at home. Parents will be provided with an events calendar and information about ways that teachers and parents communicate through email, notes, phone calls, newsletters, and conferences. Wakefield will promote and support responsible parenting by purchasing parenting books, magazines and other materials regarding responsible parenting through the school library as funds are available. The school policy handbook will include the process for resolving parental concerns including how to define a problem, whom to approach first, and how to develop solutions. The principal will designate at least one certified staff member who is willing to serve as the parent facilitator.

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The school will utilize NNPS Keys to Successful Partnerships: Type I Parenting (Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to understand families.

Wakefield will plan the following meetings/activities to increase parent involvement and build staff and parent capacity:

#  Fall Activities

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* K-5 Math/Literacy Night
* Annual Title 1 Meeting
* Parent Teacher Conferences
* Fall Festival
* Charity Dinner
* Class Holiday Parties
* School-Wide Incentive Movie

# Spring Activities

* Parent Teacher Conferences
* Black History Program
* ELPA- ESL testing
* Valentine's Parties
* ACT Aspire Testing
* Accelerated Reader Ceremony
* Field Day
* Fifth Grade Promotion

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| **5: Coordination**Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families. *Guiding Questions** ***5.1:*** *How does the School investigate and utilize community resources in the instructional program?*

[*ADE Rules Governing Parental Involvement Section 5.06*]* ***5.2:*** *How does the School coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:*
	+ *public preschool programs such as Head Start*
	+ *organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers*
	+ *wraparound services that allow families to send their children to school ready and able to focus on learning*

[*ESSA §1116(e)(4)*]* ***5.3:*** *In what ways does the School enable the formation of a Parent Teacher Association or organization and ensure leaders of said organization will be included in appropriate decisions?*

[*A.C.A. § 6-15-1702(b)(8)(B)(ii)*] |

The Parent-Teacher Association (PTA) will encourage parental and community involvement with our school by coordinating and integrating parental involvement strategies through supportive programs such as our Children International, UALR Dental Clinic, and our partners in education. Parents will be recruited to serve on our school improvement planning committee. Based on the results of the parent needs assessment distributed in the Fall, the committee will make decisions about the allocation of our Title I, Part A parental involvement funds. Contact 447- 6600 (leave a message)

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| ​**6: Annual Title I Meeting** *(Title I schools)*Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School’s participation, and the parents’ rights to be involved.*Guiding Questions** ***6.1:*** *How and when (month/year) does the School conduct the Annual Title I meeting, ensuring that parents are informed of the following? (\*Include a link to the detailed agenda, meeting minutes, and/or slide deck for this year’s Annual Title I Meeting, if available.)*
	+ *the requirements of Title I and the School’s participation*
	+ *the parents’ rights under Title I (The Right to Know Teacher Qualifications, Right to Request Meetings)*

[*ESSA § 1116(c)(1)*] |

An annual Title I meeting will be held annually in October. The meeting is designed to provide parents with a description/explanation of the school curriculum. Information will be provided about academic assessments that will be used to measure student progress. Information will also be shared about proficiency levels students are expected to meet. In addition, parents will be informed of their rights under Title I during this meeting. (Contact: Mr. Les Taylor 447-6600)

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| **7: School-Parent Compact** *(Title I schools)*Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.*Guiding Questions** ***7.1:*** *How does the School jointly develop a School-Parent Compact which does the following:*
	+ *Outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement*
	+ *Addresses the importance of regular two-way, meaningful communication through:*
		- *conferences (no fewer than 2 each year)*
		- *frequent reports on progress*
		- *reasonable access to staff*
		- *opportunities to volunteer*
		- *observation of classroom activities*

[*ESSA § 1116(d)*]* ***7.2:*** *How do families access the compact in order to understand the shared responsibility for improved student academic achievement?*
	+ *including parent-teacher conferences in elementary Schools, at least annually*
	+ *Include a link or insert the language of the compact to demonstrate this requirement has been met.*

[*ESSA § 1116(d)(2)(A)*] |

School staff, parents, and selected students have developed a parent-student compact. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high academic standards. Additionally the compact outlines multiple means of two way communication between the school and parents, such as parent teacher conferences, progress reports, access to staff, and volunteer opportunities. The compact will be signed by all the stakeholders. (Contact Child's teacher)

Here is a copy of our parent compact: LITTLE ROCK SCHOOL DISTRICT

Home/School Learning Compact Wakefield Elementary 2022-2023 Student Name: Grade

Parent/Student/Teacher/Principal Compact Parent/Guardian Agreement

(Any person who is interested in helping this student may sign in lieu of the parent.) I want my child to succeed. Therefore, I will encourage him/her by doing the following:

 See that my child is punctual and attends school regularly.

 Support the school discipline policy.

 Establish a time for homework and review homework regularly.

 Provide a quiet, well lighted place for study.

 Encourage my child's efforts and be available for questions.

 Stay aware of what my child is learning.

 Provide a library card for my child.

 Read with my child and let my child see me read. Signature Student Agreement

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

D Attend school regularly.

D Come to school each day with pens, pencils, paper and other necessary tools for learning.

D Complete and return homework assignments.

D Observe regular study hours.

D Conform to rules of student conduct. Signature

Teacher Agreement

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

D Provide appropriate and meaningful homework assignments for students.

D Provide necessary assistance to parents so that they can help with the assignments.

D Encourage students and parents by providing information about student progress.

D Use special activities in the classroom to make learning enjoyable. Signature

Principal/School Agreement

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

D Provide an environment that allows for positive communication between the teachers, parents and students.

D Ensure teacher's homework assignments will reinforce classroom instruction regularly.

D Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards

D Engage parents in parent-teacher conferences in which this compact will be discussed.

D Ensure that parents receive frequent reports on their child's progress.

D Ensure parental access to staff to support partnerships.

D Provide parents opportunities to volunteer and observe classroom activities. Signature

Distrito Escolar de Little Rock

Compacto de Aprendizaje del Hogar/Escuela Wakefield Elementary 2019-2020

Nombre del Estudiante Grado Acuerdo de Padre/Tutor

(Cualquier padre que quisiera ayudarle a este estudiante puede firmar en lugar de los padres) Yo quiero que mi hijo/a sea exitoso. Por lo tanto yo lo apoyare al el/ella haciendo lo siguiente:

 Veré que mi hijo/a sea puntual y asistir a la escuela regularmente.

 Apoyare a la escuela en los esfuerzos para mantener la disciplina apropiada.

 Establecer un horario para tarea y revisarla regularmente.

 Proveer un lugar tranquilo y bien alumbrado para estudiar.

 Apoyare los esfuerzos de mi hijo/a y estaré disponible para preguntas.

 Estar al tanto de los que esta aprendiendo mi hijo/a.

 Proveer una tarjeta para la biblioteca para mi hijo/a.

 Leerle a mi hijo/a y dejarlos que me vean leer a mi.

 Asistir a las conferencias de padres y aberturas de la escuela.

Firma:

Acuerdo del Estudiante

Es importante que yo trabaje a mi mejor habilidad. Por lo tanto me esforzaré en hacer lo siguiente:

D Asistir a la escuela regularmente.

D Venir a la escuela con plumas, lápices, papel y otras necesidades para aprender.

D Completar y regresar las tareas asignadas.

D Observar horas de estudio regulares. D Ajustarme a las reglas de conducta. Firma:

Acuerdo del Maestro/a

Es importante que los estudiantes sean exitosos. Por lo tanto me esforzaré en hacer lo siguiente:

D Proveer tareas para los estudiantes.

D Proveer la ayuda necesaria para que los padres les puedan ayudar a sus hijos/as con lo asignado. D Apoyar a los estudiantes y a sus padres, proveyendo información sobre el progreso del estudiante. D Usar actividades en el salón para hacer el aprendizaje más agradable.

Firma:

Acuerdo del Director

Yo apoyo esta forma de participación de padres. Por lo tanto me esforzare en hacer lo siguiente:

D Proveer un ambiente que permitirá comunicación positiva entre maestros, padres y estudiantes.

D Alentar a los maestros para que asignen tareas regularmente que refuercen la instrucción del salón. Firma:

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| **8: Reservation of Funds** *(Title I schools)*Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.*Guiding Questions** ***5.1:*** *If the School is a recipient of set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than $500,000):*
	+ *How is the School spending those funds?*
	+ *How does the School determine the priority of how funds are spent?*
	+ *Who is involved in determining that?*

[*ESSA § 1116(a)(3)(A)*]* ***5.2:*** *How does the School provide opportunities for parents and family members to be involved in providing input into how the funds are used?*

[*ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)*] |

The Little Rock School District's 2022-2023 preliminary Title I, Part A allocation is greater than $500,000.00 which means that our will receive its share of the required 1% reservation. As soon as we have our Title I allocation, parents will be notified so that we can determine the best use of those funds for supporting our Parent and Family Engagement activities.

### Assurances

*Please read the following statements closely. By checking these boxes, the School understands the legal requirements and will meet them accordingly****.***

* **A.1:** The School understands that annually by August 1, the public School’s Engagement Plan shall be developed, or reviewed and updated.
	+ [*ADE Rules Governing Parental Involvement Section 3.02.3*]
* **A.2:** The School understands that the following must be made available to families and the local community on the School or District website no later than August 1st:
	+ The School Engagement Plan
	+ A parent-friendly explanation of the School and District’s Engagement Plan
	+ The informational packet
	+ Contact information for the parent facilitator designated by the School.
	+ [*A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02.4*]
* **A.3:** The School understands that a parent-friendly summary/explanation of the Engagement Plan should be included in the current student handbook.
	+ [*A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02*]
* **A.4:** The School understands its obligation for ensuring professional development requirements related to parent and family engagement are met and that records are maintained accordingly. (2 hours every 4 years with 2022 being a required year)
	+ [*A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709; Standards for Accreditation of Arkansas Public Schools and School Districts July 2020 Standard 4-G.1 Professional Development (D/C)*]
* **A.5:** The School understands its obligation to obtain signatures for each parent acknowledging receipt of the District’s Engagement Plan summary/explanation.
	+ [*A.C.A. § 6-15-1704(a)(3)(B)*]
* **A.6:** The School Principal understands their obligation to designate and pay a licensed staff member to serve as Parent Facilitator:
	+ to help organize meaningful training for staff and parents,
	+ to promote and encourage a welcoming atmosphere, and
	+ to undertake efforts to ensure that engagement is recognized as an asset to the School.
	+ [*A.C.A. § 6-15-1702(c)(1)*]
* **A.7:** The School understands its obligation to incorporate the Engagement Plan into the School Improvement Plan.
	+ [*ADE* *Rules Governing Parental Involvement Section 3.02.2*]
* **A.8:** The School understands its obligation to schedule regular parent involvement meetings at which parents are given a report on the state of the School and an overview of:
	+ What students will be learning
	+ How students will be assessed
	+ What a parent should expect for his or her child’s education
	+ How a parent can assist and make a difference in his or her child’s education.
	+ [*A.C.A. § 6-15-1702(b)(5)(B)(i)(a-d)*]
* **A.9:** Any School serving high school students understands its obligation to educate parents about their role in decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
	+ [*A.C.A. § 6-15-1702(b)(7)(B)(ii)*]
* **A.10:** The School understands its obligation to welcome parents into the School, and more specifically, not have any school policies or procedures that would discourage a parent from visiting the School or from visiting a child's classrooms.
	+ [*A.C.A. § 6-15-1702(b)(6)(B)*]
* **A.11:** The School understands its obligation to reserve at least 1 percent of its Title I, Part A allocation for engagement purposes should such total allocation amount to $500,000 or more. Nothing limits LEAs from reserving more than 1 percent of its allocation for engagement purposes.
	+ [*ESSA § 1116(a)(3)(A)*]
* **A.12:** The School understands that all Title I, Part A funded engagement activities and strategies should remain consistent with all information set forth in this parent and family engagement plan.
	+ [*ESSA § 1116(a)(3)(D)*]
* **A.13:** The School understands its obligation to submit to the State any comments from parents who deem the Title I Schoolwide Plan unsatisfactory. These comments can be sent to ade.engagementmatters@ade.arkansas.gov
	+ [*ESSA § 1116(b)(4)*]
* **A.14:** The School understands its obligation, if requested by parents, to provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
	+ [*ESSA § 1116(c)(4)(C)*]

### References

State

* [Ark. Code Ann. § 6-15-1701 et seq.](https://drive.google.com/file/d/10BlTKmbAug4tJidUAqt3CjyBVLxqvfcZ/view?usp=sharing)
* [Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement](https://dese.ade.arkansas.gov/Files/20201102114851_FINAL_Parental_Involvement_Plans_and_Family_and_Community_Engagement.pdf)

Federal

* [Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 114 P.L. 95, 20 U.S.C. §§ 6312,6318, 6320](https://drive.google.com/file/d/1gLCfooJPV5yjHMvnTGmcKRiTThzKwGT9/view?usp=sharing)

|  |  |
| --- | --- |
| **School Name:** | Wakefield Elementary |
| **School Engagement Facilitator Name:** | Stacie Breshears |
| **Plan Revision/Submission Date:** |  |
| **District Level Reviewer Name, Title:** |  |
| **District Level Approval Date:** |  |

### Committee Members, Role

*(Select "Repeat" to open more entry fields to add additional team members)*

|  |  |  |
| --- | --- | --- |
| **First Name** | **Last Name** | **Role***(Teacher, Staff, Parent, Student, or Community Member)* |
| Stacie  | Breshears | Instructional Facilitator |
| Les  | Taylor | Principal |
| Kelly | Burrus | Library Media Specialist |
| Juanita  | Scroggins | Classroom Teacher |
| Katasha | Hardy | Parent |
| Liana  | Garcia | Parent/Attendance Secretary |
| Jason | Lanier | Community Representative |

(Find additional guidance on the [DESE Parent and Family Engagement Requirements](https://dese.ade.arkansas.gov/Offices/public-school-accountability/federal-programs/parent-and-family-engagement-requirements) webpage. For any questions about completing this form or meeting legal compliance, please contact the DESE Engagement Unit at ade.engagementmatters@ade.arkansas.gov or 501-371-8051.)