

Our school's 2019-2020 Parent and Family Engagement Plan is currently under review. As soon as, our plan is approved, we will post it on our school's webpage.



Thank you for your patience.

BALE ELEMENTARY SCHOOL "BOBCATS" BELIEVING OUR BOYS AND GIRLS CAN  
ACHIEVE TREMENDOUS SUCCESS 2019-2020 PARENT AND FAMILY ENGAGEMENT  
PLAN AND INFORMATION PACKET

PRINCIPAL, DR. ROXIE BROWNING  
(447-3600)

COUNSELOR/PARENT FACILITATOR  
JULIA CARTWRIGHT  
(447-3600)

PTA PARENT LIAISON, MICHELLE WALLS  
(447-3600)



**School Mission:** *The mission of Bale Elementary School is to establish an innovative learning community in which all stakeholders are safe, nurtured, engaged, and highly valued, this will be accomplished by incorporating science, technology, engineering, arts, and mathematics into our daily curriculum. We will empower our students to be intrinsically motivated learners and highly productive members of society.*

Bale Elementary is currently a needs improvement focus school in math and literacy. We are a school-wide Title I school for grades kindergarten through fifth grade. Bale has an enrollment of 399 students and eighty percent are on free or reduced lunch.

#### **Parent and Family Engagement Committee Members**

Dr. Roxie Browning, Principal

Ms. Pamela Tims, Instructional Technology Specialist

Counselor/Parent Facilitator- Julia Cartwright

Natalie Franklin, Parent

Trinina Pouncy-Behavior Interventionists

Mrs. Michelle Walls, Teacher

Mrs. Lori Noel-Green, Librarian

Mrs. Clara Brown, Teacher

Dr. Kimberly Talley, Teacher

#### **Bale Elementary Staff will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction:**

- Distribution of a monthly newsletter developed by the principal and staff. The newsletters will include a calendar of school and district as well as parenting strategies and homework tips
- Distribution of pin numbers so parents can access ESchool to monitor their child's academic progress
- Provide academic/behavioral updates via report cards, interim reports, eSchool, conferences, weekly folders, emails, conference calls, newsletters, etc.
- Provide information packets, homework tips, volunteer opportunities, Bale's Parental and Family Involvement Plan, and the school/district handbook
- Provide opportunities for parenting classes, access to the computer (to view the school website, teacher web pages, eSchool, etc.)
- Provide mentors and tutors to work with targeted students to address academic deficits
- Provide interpreters when needed during parent/teacher conferences for parents who do not speak English.

**Bale Elementary will plan the following meetings at various times to increase parent and family engagement, build staff and parent capacity:**

- Back to School Bash (August) Roxie Browning 447-3600
- Open House (September) Roxie Browning, Aleta Branch 447-3600
- Literacy Night (Spring) Roxie Browning 447-3600
- Math Night (Spring) Roxie Browning 447-3600
- Science Fair (Spring) Cotinna Johnson 447-3600
- Spelling Bee (Fall/Spring) Krystin Richard 447-3600
- Parent Testing Seminar Aleta Branch, Cotinna Johnson 447-3600
- Reading Day (Monthly) Lori Noel-Green 447-3600
- Grandparent's Day (September) Julia Cartwright 447-3600
- Quarterly Awards Assemblies Julia Cartwright 447-3600
- Black History Program (February) Ms. Moore 447-3600
- Career Fair (April) Julia Cartwright 447-3600
- Parent/Teacher Bale Staff 447-3600
- Field Day (May) Mr. Shelton 447-3600
- Fall Carnival (October) Bale Staff 447-3600
- Muffins for Moms (Spring) Carolyn Saulsberry 447-3600
- Culture Fair (May) 447-3600
- Volunteer Recognition Banquet (May) Lori Noel / Julia Cartwright 447-3600
- Open House (September 6<sup>th</sup> 2018) Roxie Browning 447-3600

**Parents will be encouraged to participate in their child (ren) education through volunteer opportunities listed below as well as solicited for additional volunteer opportunities:**

- Assisting in the Media Center – Book Fair helper
- Reading Day
- Field Day Volunteers
- Reading in the classroom
- Open House
- Reading with a buddy
- Registration
- Mentoring
- Special Programs
- Assisting in the classroom
- Various committees
- Tutoring
- Volunteering in the cafeteria/ playground

Parent volunteer opportunities will be provided during registration and as each new student enters. A list of volunteer opportunities will also be provided by our school counselor, parent facilitator, and PTA board member.

(Julia Cartwright) 447-3600

We will provide information for parents and community members in various ways to support instructional program such as tutoring, mentoring, school-wide spelling bee, after school program, reading day, etc.

(Roxie Browning) 447-3600

Bale will provide parents with instructions on how to incorporate developmentally appropriate

learning activities in the home during Math and Literacy Night. These activities will be organized by the math facilitator, literacy facilitator, and committee members.

(Roxie Browning, K-5th Bale teachers) 447-3600

Bale's staff and parents will work together to create a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students' academic achievement levels. All stakeholders will have input and be required to sign the contract. Parents will have the opportunity to be involved in the development, implementation and evaluation of the school-wide improvement plan.

We will engage parents in the annual evaluation of the Title I Program's parental involvement efforts by conducting a needs assessment involving staff, stakeholders and parents. The committee will make adjustments or changes when necessary. The evaluation will include numbers that indicate whether the level of parent participation in meetings and activities has improved and the impact of parental participation on student achievement. The meetings will take place in at the beginning of the year (September), Midyear (January) and end of the year (May). (447-3600) **Dr. Roxie Browning, 447-3600**

Parent interest surveys relating to what parents feel we can do to support their child academically will be administered during registration and throughout the year for new students by our parent facilitator and school counselor. We will use the results of the surveys to plan for upcoming parent and family engagement activities. We will evaluate the impact of suggested activities at the end of the school year and give parents the results. Parents will be provided with a parent handbook that includes information on resolving parental concerns through due process, as well as policies and procedures of Bale Elementary. Roxie Browning, Trinina Pouncy} 447-3600

The Annual Title I Meeting is held each year and it is facilitated by the principal. The agenda, sign-in sheet, and minutes for the meeting are on file in the school's office.

Bale will work with our feeder middle school to prepare parents and students for the middle school transition. Parents will be invited to attend our middle school field trip. Parents will be encouraged to assist their child with middle school shadowing experiences that can be arranged between parent, student and the middle school counselor. This field trip will be coordinated by our school counselor February – March (Julia Cartwright 447-3600).

We have the following resources available for our parents: Our parent center is located outside the media center. The hours of operation are during the regular school day. The parent center has a large selection of pamphlets, books, and brochures with resource information for a parent can help their child succeed in school and be a responsible parent. All materials are available for parents to take a copy or check out for personal use. Our parent facilitator oversees the Parent Center. For additional information, contact Julia Cartwright at 447-360

The library has a section of books and games available for check out. Computers are available for parents to check eSchool and educational websites. Parents may visit our library immediately after school to utilize in efforts to log on the eSchool and Educational websites. (Lori Noel- Green)

Parents are provided a Bale parent handbook that includes the process for resolving parental concerns through due process, homework policy, dress code, Home School Learning Compact, District Mission, School Mission, and Parent Contract Julia Cartwright, our parent facilitator, is available on campus daily. She may be contacted via email at [Julia.cartwright@lrsd.org](mailto:Julia.cartwright@lrsd.org) telephone at 501-447-3600.

**National Network of Partnership Schools:** Contact Person: Julia Cartwright (501) 447-3600

Bale Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent participation and involvement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision- Making and Collaborating with the Community. To support the six types of involvement, Bale participates on the LRSD NNPS Central-East School Cluster Team.

**HOME/SCHOOL LEARNING COMPACT**

**Student Name:** \_\_\_\_\_ **Grade** \_\_\_\_\_

**PARENT/GUARDIAN AGREEMENT**

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

- ✓ Ensure that my child is on time each day and attends school regularly
- ✓ Support the school discipline policy
- ✓ Establish a time for homework and review it 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

**STUDENT AGREEMENT**

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

- ✓ Attend School regular;
- ✓ Come to school each day with pens, pencil, paper, and other necessary tools for learning
- ✓ Complete and return homework assignments
- ✓ Observe regular study hours
- ✓ Conform to rules of student conduct

**TEACHER AGREEMENT**

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

- ✓ Provide appropriate and meaningful homework assignments for students
- ✓ Provide necessary assistance to parents so that they can help assist with the assignments
- ✓ Encourage students and parents by providing information about student progress;
- ✓ Use special activities in the classroom to make learning enjoyable

Signature: \_\_\_\_\_

**PRINCIPAL AGREEMENT**

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

- ✓ Provide an environment that allows for positive communication between the teachers, parents and student
- ✓ Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- ✓ Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- ✓ Engage parents in parent-teacher conferences in which this compact will be discussed
- ✓ Ensure that parents receive frequent reports on their child's progress
- ✓ Ensure parental access to staff to support partnerships
- ✓ Provides parents opportunities to volunteer and observe classroom activities

Signature: \_\_\_\_\_



**Parents, join us on the Bale BOBCATS Bus!**

**Here is how you can support your student at  
Bale this year...**

- Ensure your child completes homework every night and return it daily
  - Read at least 20 minutes every night with student
- Bring students to school on time and with a healthy state of mind
  - Communicate frequently with teacher
    - Participate in fundraisers
      - Join the PTA
    - Participate in school functions
  - Be visible in the school, we want to see you
    - Volunteer!!!!

Join us in doing "Whatever it takes" to make this a  
successful year for your child!

## **BALE ELEMENTARY 2019-2020 PTA OFFICERS**

<b>President</b>	<b>Nina Stewart</b>
<b>Vice President</b>	<b>Corbin Thompson</b>
<b>Secretary</b>	<b>Tamerdis Baker</b>
<b>Treasurer</b>	<b>Sarah Breedlove</b>
<b>Parent Liasion</b>	<b>Michele Walls</b>

**PTA dues is \$ 5.00**



## PARENT INTEREST SURVEY

Bale needs your help to plan parent/family involvement programs at our school. Parent/family involvement is fun, informative and, most important of all, helps our children perform better in school.

Please take a few minutes to fill out this survey and return it to: Julia Cartwright

1. Where do you get most of your information about school? (Circle all that apply.)

- |                                     |                                     |                                    |                                |
|-------------------------------------|-------------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> Newsletter | <input type="checkbox"/> Newspaper  | <input type="checkbox"/> Principal | <input type="checkbox"/> Other |
| <input type="checkbox"/> Friends    | <input type="checkbox"/> Teachers   | <input type="checkbox"/> Bulletin  |                                |
| <input type="checkbox"/> Children   | <input type="checkbox"/> Television | Board                              |                                |

2. Would you be interested in attending a class or session on important parenting issues?

- Yes  No

3. Please indicate below the type of workshops you would like to participate in to help you help your children learn:

- |   |  |
|---|--|
| <input type="checkbox"/> Helping with homework                                | <input type="checkbox"/> Bullying ("Stop Bullying Now!")   |
| <input type="checkbox"/> Improving reading skills                             | <input type="checkbox"/> How to Help Your Child Succeed in |
| <input type="checkbox"/> Testing programs and what they mean                  | <input type="checkbox"/> School                            |
| <input type="checkbox"/> English as a second language                         | <input type="checkbox"/> Internet Safety ("NetSmartz")     |
| <input type="checkbox"/> Improving your child's self-image                    | <input type="checkbox"/> Family Art, Science or Math night |
| <input type="checkbox"/> Building parenting skills ("Profession<br>o Parent") | <input type="checkbox"/> Other: _____                      |
| <input type="checkbox"/> Promoting safety at school                           |  |
| <input type="checkbox"/> Healthy Kids ("Food and Fitness Matter")             |  |

4. When would you like to have these meetings?

- |  |  |
|--|--|
| <input type="checkbox"/> On a weekday evening                      | <input type="checkbox"/> Sometime during a weekday |
| <input type="checkbox"/> Lunch Hour                                | <input type="checkbox"/> Morning                   |
| <input type="checkbox"/> In the early morning before school starts | <input type="checkbox"/> Afternoon                 |

6. Would you be interested in participating in a small group discussion hour at the school?

- |                              |                                     |           |
|------------------------------|-------------------------------------|-----------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> Best time: | Afternoon |
| <input type="checkbox"/> No  | Morning                             | Evening   |

7. I feel I can talk openly with my child's teacher.

- Yes  No

To some degree I feel well informed by the school or teacher about what my child is doing at school.

- Yes  No

To some degree I feel that the teacher needs to be aware of home problems that may affect my child's work.

Agree

Disagree

8. How effective are the following in improving communication with your child's teacher and the school? Good Fair Poor

Open houses

Teacher-Parent conferences

Grade-level orientation sessions

PTA meetings

9. As a parent, do you have trouble with any of the following? To some Yes No degree

Your child's homework

Dealing with your child's problems

Discipline

Spending enough time with your child

Motivating your child

10. Would you be willing to volunteer in the following ways?

Clerical or administrative duties for school or PTA

Helping in your child's classroom (e.g. reading aloud, working with individual students)

Organizing PTA or school events (e.g., open house, holiday program, cultural arts fair)

Participating on an advisory committee (on curriculum and textbooks, school issues, school safety)

Participating in school-based management

Other: \_\_\_\_\_

11. Check the kinds of resources and services you would like to see made available at the school.

Homework help

Parenting support

Other: \_\_\_\_\_

12. Please indicate hobbies and work experience that you could share with the students, school or parent group:

13. Parent and community involvement at school could be strengthened in the following ways:

Optional:

Name: \_\_\_\_\_

Best time to contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Return to Ms. Cartwright, Parent Facilitator

Bale Elementary School

**"BOBCATS"**

**Believing Our Boys & Girls Can Achieve Tremendous Success**  
2018-2019 Parent and Family Engagement Information Packet

School Staff List

Name	Title
Roxie Browning	Principal
Trinina	Behavior Interventionists
Holley Shields	Kindergarten
Tanneshia Beverly	Kindergarten
Sarah Breedlove	Kindergarten
Kimberly Jones	First grade
Marie Smith	First grade
Michelle Walls	First grade
Allison Bibens	Second grade
Tasha Shumate	Second grade
Susan Taul	Second grade
Charde Wilson	Third grade
Kristyn Richard	Third grade
India Norfleet	Third grade
Laura Glover	Fourth grade
Lauren Green	Fourth grade
Melvin Campbell	Fifth grade
Julia Wood	Fifth grade
Lori Noel-Green	Media Specialists
Erica Moore	Music Specialists
Keiko Peek	Art Specialists
Tracy Harris	Gifted and Talented Specialists
Julia Cartwright	Guidance Counselor

**Six Types of Involvement:  
Keys to Successful Partnerships**

**TYPE 1**

**Parenting**

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

AR  
 Baseline Academy (Little Rock School District)  
 3623 Baseline Road  
 Little Rock AR 72209  
 501-447-3700

### School Parent and Family Engagement Plan

<b>School Name:</b>	Baseline Academy
<b>Facilitator Name:</b>	Nanette Patino, Angela Munns
<b>Plan Review/Revision Date:</b>	9/20/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Pamela	Freeman	Principal
Jamie	Combs	Home School Adviser
Amber	Piggee	Home School Adviser
		Parent
		Parent

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Baseline Academy will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title 1 meeting to engage them in the decision-making processes regarding the school's Title 1, Part A program:

- The school enables the formation and installation of a Parent/Teacher Association that will foster parental and community involvement within the school. Contact Amber Piggee at 447-3715.
- The school engages parents in decision making regarding the allocation of its Title 1, Part A funds for parent and family engagement. Contact Baseline the principal, Pamela Freeman, at 501-447-3700, or the parent facilitator, Nanette Patino at 447-3714 or Angela Munns 447-3704 for additional information.
- The school will ask parents to serve on curricular, instructional and school climate review committees and offer training on contributing to this process in a meaningful way. Contact: Nanette Patino at 447-3714 or Angela Munns 447-3704.
- Baseline Academy will use responses from parent surveys to evaluate activities parents feel will be most

beneficial in supporting their children academically. Information gathered from the surveys will allow Baseline Academy to offer specific, relevant life-skill workshops that will empower parents to improve their quality of life (Coffee with the Principal, every last Friday of each month and Parent Engagement Sessions, once a month). Parent surveys will be given twice a year and each workshop will be evaluated to determine the overall effectiveness. One of Baseline Academy's core value is empowerment and we know that the well-being of the family contributes to overall students' academic achievement.

Baseline School will work with parents to update the School-Parent-Teacher Compact:

The staff, students, and parents are in the process of developing a school-parent-student compact that outlines how all parties share the responsibility for improving student academic achievement and the means by which the school and parents build and develop a partnership to help their children achieve the state's high academic standards. All stakeholders will sign the compact. For additional information contact Pamela Freeman at 447-3700.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Baseline Academy conducts an annual meeting to inform and explain to parents of the school's participation in Title 1, Part A programs, requirements, and the right of parents to be involved in Title 1 programs. The school's Annual Title I meeting is held separately from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments that are used to measure student progress, and information on proficiency level students are expected to meet. Baseline's Annual Title 1 meeting will be held Thursday, September 12, 2019. The agenda and sign-in sheet for this meeting are generated separately from any other events and kept on file in Title I Facilitator's office. Contact persons: Pamela Freeman, Principal 447-3700; Nanette Patino and Angela Munns, Parent Facilitators at 447-3714

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Teachers will schedule a minimum of two (2) parent/teacher conferences once per semester to discuss academic achievement and have all parties sign (teacher, parent, student, principal) Home-School Compact. Parents will be given a summary of the student's test scores with an explanation of NWEA and ACT Aspire. Parents will be asked to engage in discussion for supporting these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10 from 4:00-7:00 pm, 10/11 from 8:00-12:00pm and 2/20 from 4:00 – 7:00pm and 2/21 from 8:00-12:00 pm. Contact: Your child's teacher or call the school's secretary, Ms. Smith/ Mrs. Narvaez at 447-3700 for additional information.

The school engages parents in the annual evaluation of the Title 1, Part A program's parent and family

engagement efforts through an annual needs evaluation completed by school staff, parents and teachers. The survey collects specific information about the (1) growth in 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. Contact: Nanette Patino and Angela Munns at 447-3730.

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Baseline Academy and the parents of the students participating in activities, services, and programs funded by Title 1, Part A of the Elementary and Secondary Act (ESEA)

(participating children) agree that this compact outlines how the parents, the entire school staff, the students and community partners will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during school year.

#### **Baseline Academy Title One Compact 2019-2020**

##### **Baseline Academy Vision:**

The vision of Baseline Academy is to provide a diverse student-centered environment where continual growth and progress are valued. As we grow together, students, teachers, parents, and community members are empowered to become leaders. Baseline is a passionate family dedicated to the common goal of loving all that we can.

Baseline Academy is dedicated to working in partnership with our families to improve student achievement. Baseline Academy has two targeted areas of focus for the 2019-20 school year. The first focus is on Literacy and assuring that our students have a solid phonics education. This compact is a commitment from the parents, the teachers, and the students to actively engage in activities, create habits, and foster behaviors that will contribute to successfully achieving this goal.

##### **As a Parent, I will:**

- Make reading a routine part of family time.
- Ask children questions about books they are reading.
- Visit the local library on a regular basis.
- Attend family educational events at Baseline Academy and district events in the community.
- Stay in touch with teachers about reading progress.
- Attend Parent Teacher Conferences
- Request reading materials from classroom teacher, literacy facilitator, home school advisors, and the parent center.

##### **As a Teacher, I will:**

- Implement an explicit, systematic phonics block utilizing district resources.
- Monitor student progress with multiple data points.
- Take weekly trips to the school library.
- Keep families informed of children's progress and provide ways to support learning at home.

As a Student, I will:

- Ask my family to read with me for at least 20 minutes each day.
- Ask my teacher when I need help.
- Set goals and track my progress.

The second area of focus is to increase positive interactions at our school. Baseline Academy has high expectations for the behavior in our learning community. Our core values are Family, Leadership, Empowerment, Progress, and Student-Centered Education. Our Baseline Be's are a reflection of these core values. They are Be Kind, Be Safe, Be Responsible, and Be Respectful. The students are rewarded with Kickboard/PBIS initiative when they are displaying appropriate positive behaviors.

**As a Parent, I will:**

- Teach and reinforce appropriate behaviors at home
- Teach and encourage child to look for the good in other people and to give sincere compliments.
- Expect child to behave responsibly and treat other people with respect.
- Communicate regularly with teacher
- Ask child about their day. Recognize positive interactions.
- Model positive behavior and encourage child to demonstrate good citizenship in the classroom, school, home, and community.
- Update the school with current contact information.
- Ensure child has adequate sleep each night.

**As a Teacher, I will:**

- Encourage students to behave responsibly and treat other people with respect. • Reward positive behavior with Kickboard /PBIS initiative.
- Teach and model expected behavior.
- Use morning meeting to teach appropriate behavior and build community in my classroom.
- Communicate regularly with parents about student behavior
- Be positive

**As a Student, I will:**

- Arrive at school on time and ready for learning.
- Behave responsibly and treat other people with respect.
- Accept responsibility for my learning and persevere until I get the job done
- Help other people (family members, teachers, and friends) each day.
- Demonstrate good citizenship in the classroom, school, home, and community.



## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was **\$1,596.30**. The parents of our students will have an opportunity to share how these funds will be used to support Parent involvement and Family Engagement activities at Baseline Academy.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Baseline Academy is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Baseline Academy participates on the LRSD NNPS Southwest School Cluster Team. (Nanette.patino@lrsd.org or angela.munns@lrsd.org; 447-3700). In addition to being a member of NNPS, Baseline Academy is the recipient of several federal funds to support the needs of students, staff, and families. These funds are utilized in a manner to provide supplemental support where needed.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

#### **Six Types of Involvement: Keys to Successful Partnerships:**

1. Parenting: Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.
2. Communicating: Conduct effective communications from school-to-home and from home-to school about school programs and student progress.
3. Volunteering: Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.

4. Learning at Home: Involve families with their children on homework and other curriculum-related activities and decisions.
5. Decision Making: Include families as participants in school decisions, and develop parent leaders and representatives.
6. Collaborating with the Community: Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

##### **Parent Center**

Baseline Academy has two full-time bilingual home school advisors, a full-time translator and a two certified parent facilitators to assist parents in checking out and utilizing the parent resources that are available in the parent center. The Parent Center is located in the school's media center. The center is open from 8:00 a.m. to 4:00 p.m. The school encourages parents to check out books in the Parent Center.

Parents may use the computer to check their child's progress on e-school and visit educational websites.

Also, parents can check out student packets. The parent center is your community within Baseline Academy. It is located in the library media center equipped with two computers and access to parenting materials. Parents are encouraged to stop by and if they need assistance, the two home/school parent advisors, Jamie Johnson and Amber Piggee, will gladly help them. The home/school advisors are available to assist parents if they are in need of:

- Social Services
- Educational Support
- Community Resources
- Communication between home and school
- Encourage parent engagement

Baseline will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year:

- The school uses parent survey results to plan parent and family engagement activities for the year. Contact: Nanette Patino and Angela Munns at 447-3714 or Jamie Johnson at 447-3735.

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

- Baseline has sent the Home/School Advisers, along with various grade level teachers and staff members to

Eric Jenson: Teaching with Poverty in Mind, Engaging Students with Poverty in Mind, and How the Brain Learns in order to educate the staff on social/economic issues that may arise in the community and school.

- The whole staff was trained and informed on social/economic issues and how poverty affects learning at the Baseline Academy Summer Institute. Books were purchased for the staff regarding poverty and how it affects learning; Eric Jenson: Engaging Students with Poverty in Mind and Poor Students, Rich Teaching. The books are reviewed periodically throughout the school year.
- Parent Nights are held throughout the school year: Math and Literacy Night, Dream Night, Open House, Coffee with the Principal, Grandparents Day, Kindergarten Orientation, ELPA Parent Information Meeting, Monthly PTA meetings, Hispanic Heritage Celebration, Black History Program, Kinder Graduation, and Fifth-grade Graduation.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Your parent members' names and positions are not included on the list. Please add.	1/15/2020
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please remove the budget codes and provide a narrative for parents.	1/15/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Baseline is the recipient of several federal funds. Please provide an overview of how they work together to support the needs of students, staff and families in your school.	1/15/2020
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020

AR  
Booker Arts Magnet Elem School (Little Rock School District)  
2016 Barber Street  
Little Rock AR 72206  
501-447-3800

### School Parent and Family Engagement Plan

<b>School Name:</b>	Booker Arts Magnet Elementary School
<b>Facilitator Name:</b>	Emily Hester
<b>Plan Review/Revision Date:</b>	10/2/2019
<b>District Level Reviewer, Title:</b>	Dr. Sheketa McKisick, Coordinator, Title I Kaye Rainey, District Specialist, Parent and Family Engagement
<b>District Level Approval Date:</b>	10/2/2019

**Committee Members, Role:**

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

First Name	Last Name	Position
Cheryl	Carson	Principal
Emily	Hester	Parent Facilitator
Tywana	Lambert	Parent/PTA President
Tammy	Ringler	Counselor
Amy	Hallum	Teacher
Susan	Blue	Teacher

**Committee Members, Role:**

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

First Name	Last Name	Position
Alma	Mireles	Teacher
Ruth	Keogh	Teacher
Kassandra	Hasley	Teacher
Mariah	Reescano	Teacher
Nikita	Milton	Parent
Terri	Pippins	Parent

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

## **of the required components?**

Booker Arts Magnet School

Parent and Family Engagement Plan

2019-2020

Introduction

Booker Arts Magnet School is dedicated to the education of our students. We believe that our success is contributed to the partnership we have with our parents and families. We will continue to work closely with our parents and families to provide our students with the best educational experience possible.

Parent and Family Engagement Committee Members

Dr. Cheryl Carson – Principal

Emily Hester – Parent Facilitator

Tywana Lambert – Parent/PTA President

Tammy Ringler – Counselor

Amy Hallum – Teacher

Susan Blue – Teacher

Alma Mireles – Teacher

Ruth Keogh – Teacher

Kassandra Hasley – Parent/Teacher

Mariah Reescano – Parent/Teacher

Nikita Milton – Parent

Terri Pippins – Parent

Booker Arts Magnet School Information

Booker Arts Magnet School is an arts magnet focusing on art infusion into education. Booker serves 383 students in grades Pre-Kindergarten through Fifth Grade. 100% of our students are on free and reduced lunch. Booker Arts Magnet is a Title I school. Booker Arts Magnet received a letter grade of "C" from ESSA based on 2018-2019 ACT Aspire scores.

Communication Strategies

Booker Arts Magnet will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction:

- The school will distribute a monthly newsletter to parents which will include school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. Contact: Judy Murray, secretary #447-3803
- Agenda books will be assigned to every student for daily contact with parents. Contact: Judy Murray, secretary #447-3803
- Communicate on a consistent basis with parents through the use of Blackboard. Contact: Judy Murray, secretary #447-3803 or Little Rock School District website, click on Parents.
- Booker Arts Magnet Student Handbook will be available online to all families to reference school numbers, activities, rules, and community partnerships. Parents will receive a notice when this handbook is available online. Contact: Dr. Cheryl Carson #447-3802
- The Parent and Family Engagement Information Packet will be distributed to parents as a supplement to the

Booker Arts Magnet Student Handbook. The handbook and included packet will be sent home with students. Copies will be provided in a language that parents can understand. Contact: Dr. Cheryl Carson #447-3802

- Parents will receive a copy (English and/or Spanish) of the Parent and Family Engagement Information Packet at Parent Conferences in October 2019. Contact: Emily Hester #447-3806
- Signatures will be obtained at Parent Conferences in October 2019 acknowledging receipt of the District and School Parent and Family Engagement Plans. Contact: Emily Hester #447-3806
- Booker Arts Magnet Website/District Website – go to Little Rock School District website, click on schools, click on Booker
- Report Cards are available online at the end of each nine weeks. Parents may request a paper report card. Contact: Dr. Cheryl Carson #447-3802
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. Contact: your child's classroom teacher #447-3800
- Booker Arts Magnet 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 Booker Arts Magnet Handbook for names 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, Dr. Cheryl Carson, will address needs if necessary upon the notification of the classroom teacher and/or other staff members involved. Booker has an open door policy, however, appointments are appreciated. Please contact Mrs. Judy Murray at 447-3803 for appointments.

#### Activities for Parents and Staff

Booker Arts Magnet will plan and implement the following meetings to increase parent and family engagement and build staff and parent capacity at Booker Arts Magnet:

- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10/2019 from 2:30 p.m.-5:30 p.m., 10/11/2019 from 8:00 a.m.-12:00 p.m., 2/20/2020 from 2:30 p.m.-5:30 p.m., and 2/21/2020 from 8:00 a.m.-12:00 p.m.
- Host a Family Math and Literacy Night.
- The school will encourage parents in the following types of roles and activities to increase their engagement and support for student learning:
  - "Paws-i-tive" Growth Awards Assembly – August 16, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Open House – September 5, 2019 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
  - Title I Meeting – September 5, 2019 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Grandparent's Day – September 12, 2019 from 10:45 a.m.-1:00 p.m. Contact: Tywana Lambert #952-8299
  - "Paws-i-tive" Growth Awards Assembly – October 10, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Magnet Fair – October 12, 2019 from 10:00 a.m.-2:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Academic Awards Assemblies – October 25, 2019, K-2 at 9:45 and 3-5 at 10:30 Contact: Tammy Ringler #447-3855
  - Family Game Night – October 29, 2019 from 5:00-7:00 p.m. Contact: Emily Hester #447-3806

- Annual Flu Clinic Kickoff – October 1, 2019 from 9:00-11:30 a.m. Contact: Nurse Scott #447-3805
- Red Ribbon Week – October 23-31, 2019 Contact: Tammy Ringler, counselor #447-3833
- Family Science Fair Night – TBA 5:30 pm. appropriate instruction on Science Fair procedures. Contact: Kristy Mosby #447-3814
- VIPS Jane Mendel Reading Day – November 19, 2019 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806 (Training of the VIPS Volunteers Contact: Tammy Blaylock, Director #447-4455)
- Fall Scholastic Book Fair – November 15-22, 2019 Contact: Emily Hester #447-3806
- Pastries for Parents – November 15, 2019 from 7:00 a.m. – 7:45 a.m. Contact: Emily Hester #447-3806
- Thanksgiving at Booker – November 21, 2019 from 10:45 a.m. – 1:00 p.m. Contact: Tywana Lambert #952-8299
- Winterfest– December 17, 2019 at 6:30 p.m. Contact: DJ Ramsey/Mariah Reescano #447-3860
- Kindergarten Polar Express Event – December TBA Contact: Emily Hester #447-3806
- "Paws-i-tive" Growth Awards Assembly – January 10, 2020 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
- Dance Recital – February 11, 2020 Contact: Tammy Ringler #447-3833
- Magical Moments with Moms – February TBA Contact: Tywana Lambert #952-8299
- Springfest – March 10, 2020 Contact: DJ Ramsey/Mariah Reescano #447-3860
- "Paws-i-tive" Growth Awards Assembly – March 10, 2020 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
- School Lunch Hero Day – May 1, 2020 from 10:45 a.m.-1:00 p.m.
- District-Wide Parent Education Workshops – TBA Contact: District Specialist #447-3357
- PTA Meetings – Monthly from 5:30-6:30 p.m. Contact: Tywana Lambert #952-8299
- Spring Book Fair–TBA Contact: Emily Hester #447-3806
- Awards Assemblies – May 20, 2020 at 8:15 (Pre-K), 9:15 (K), 10:15 (2nd), 11:40 (1st), 12:40 (4th), 1:40 (3rd) Contact: Dr. Cheryl Carson #447-3806
- Arts Fest Day – May 21, 2020 Contact: Chris Henry #447-3815
- 5th Grade Recognition Ceremony – May 26, 2020 at 9:00 a.m. Contact: Tyeisha Dupree #447-3844
- Teachers will schedule a minimum of two (2) parent/teacher conferences on the above mentioned dates during the school year to discuss academic achievement and discuss and have all parties sign (teacher, parent, student, principal) a home-school compact.
- Designated Parent and Family Engagement Facilitator will provide no fewer than two (2) hours of Parent Involvement Professional Development to all certified staff to enhance the understanding of effective parental engagement strategies.

#### Volunteer Opportunities

Booker Arts Magnet will provide information to parents about volunteer opportunities in the following ways:

- Contact individual teachers (see the Booker Arts Magnet Handbook for names and phone numbers) and/or the school secretary, Ms. Judy Murray at 447-3803. Training will be provided by the person in charge of the area in which a volunteer is needed. Volunteer opportunities include but not limited to VIPS Reading Day, classroom/teacher help, school parties, library aide, and Scholastic Book Fair.

- Booker Arts Magnet PTA includes parents, extended family, teachers and staff. Please contact the Booker PTA President, Tywana Lambert at 952-8299 for information concerning Booker Arts Magnet PTA.
- For information about volunteer training or to sign up for volunteer orientation, contact Tammy Blaylock at tamara.blaylock@lrnsd.org or call the ViPS Office at 447-4450.

#### School-Parent Compact

Staff, parents, and students will sign a School-Parent Compact. This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. These compacts will be on file in the classroom for further reference throughout the school year. The compact is discussed and signed during Parent Conferences in October 2019. Contact: Emily Hester #447-3806

#### Implementation and Evaluation of School-wide Improvement Plan

Booker Arts Magnet will provide opportunities for parents to be involved in the implementation and evaluation of the school-wide improvement plan.

- According to the 2019-2020 School Improvement Plan, Booker will inform parents of attendance requirements as listed in the Student Rights and Responsibilities Handbook and Booker Arts Magnet School's Student Handbook and monitor student absences and contact parents by phone and/or letter when student's absences warrant. Contact: Tammy Ringler #447-3833
- Parents will participate in a survey during Parent Conferences in October to indicate areas for growth and improvement related to priorities of the School Improvement Plan.
- The parent facilitator will also provide parents with information to support their child's skill acquisition such as Informational Packets, Booker Arts Magnet Student Handbook, Volunteer Resource Book, and memos.

#### Resources for Parents and Families

Booker Arts Magnet will provide resources for parents:

- Distribute Parent and Family Engagement Information Packets each year (in a language the parent can understand) that includes a copy of the school's Parent and Family Engagement Plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school through a School-Parent Compact, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail, etc.), and the school's policy handbook. Contact: Dr. Cheryl Carson #447-3802/Emily Hester #447-3806
- The Parent Center is located in the Literacy Lounge adjacent to the Media Center. It includes updated materials using Parent and Family Engagement funds such as a computer with printer, parenting books, magazines, DVDs, pamphlets, and other educational resources. Spanish resources are available. The Parent Center will be open from 7:40-3:00 Monday – Friday. Contact Emily Hester, Parent and Family Engagement Facilitator #447-3806 for extended hours and/or request for materials to be purchased.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent and family engagement facilitator – Emily Hester, Media Center, #447-3806. The parent facilitator will integrate and coordinate parent and family engagement strategies with those of other programs.
- Utilize the services of the Little Rock School District's Parent and Family Engagement Coordinator – Kaye Rainey #447-3357.

#### Evaluation of Parent and Family Engagement Efforts

Booker Arts Magnet will engage parents in the evaluation of the parent and family engagement efforts:

- An annual evaluation using comprehensive needs assessment will be filled out by teachers, parents and school staff. Information gained from the evaluation will be used to increase parent and family engagement; the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) engagement of parents in activities to support student academic growth. Contact: Emily Hester Parent and Family Engagement Facilitator #447-3806



## Parent and Family Interest Surveys

Booker Arts Magnet will use the parent interest surveys to select, plan, and implement parental engagement activities that will be offered throughout the year in the following ways:

- Results will be used in October 2019 to plan the content and time of parental engagement activities throughout the year by Emily Hester and the Parent and Family Engagement Committee
- Booker Arts Magnet will evaluate the activities that were held in conjunction with Parent and Family Engagement at the end of the school year to determine their effectiveness and participation.

## Annual Title I Meeting

Booker's Annual Title I Meeting was held September 5, 2019. Items discussed included:

- Access to Arkansas' Accountability Plan (ESSA)
- Description of school-wide Title I Program
- Title I budget allocation and utilization
- Overview of the Core Curriculum
- Parent involvement opportunities (Parent Teacher Conferences, PTA membership)
- Community partnerships (Arkansas Arts Center, Arkansas Regional Innovation Hub, First United Methodist Church, and the Martin Luther King, Jr. Commission)

## Reservation of Funds

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that Booker Arts Magnet's share of the required 1% reservation is \$1,728.90. Parents will be notified of the allotted amount and will have the opportunity to voice how they would like the funds used for parent and family engagement activities in a parent survey at Parent Conferences in October 2019. The Parent and Family Engagement Committee will review the results from the survey and provide input regarding the allotment of funds for parent and family engagement activities. Past examples of spending include Family Game Night, Family Math and Literacy Night, summer workbooks, Parent Center materials, and homework help kits.

## National Network of Partnership Schools

Booker Arts Magnet School is a member of John Hopkins University of National Network of Partnership Schools (NNPS). The NNPS School, Family, and Community Partnership family model is designed to enhance parent participation and engagement in the school and community. The family model is research based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making, and Collaborating with the Community. To support the six types of involvement, Booker Arts Magnet participates on the LRSD NNPS Central-East School Cluster Team. Contact Person: Emily Hester #447-3806

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Booker's Annual Title I Meeting was held September 5, 2019. Items discussed included:

- Access to Arkansas' Accountability Plan (ESSA)
- Description of school-wide Title I Program
- Title I budget allocation and utilization
- Overview of the Core Curriculum
- Parent involvement opportunities (Parent Teacher Conferences, PTA membership)
- Community partnerships (Arkansas Arts Center, Arkansas Regional Innovation Hub, First United Methodist Church, and the Martin Luther King, Jr. Commission)

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Booker Arts Magnet will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction:

- The school will distribute a monthly newsletter to parents which will include school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. Contact: Judy Murray, secretary #447-3803
- Agenda books will be assigned to every student for daily contact with parents. Contact: Judy Murray, secretary #447-3803
- Communicate on a consistent basis with parents through the use of Blackboard. Contact: Judy Murray, secretary #447-3803 or Little Rock School District website, click on Parents.
- Booker Arts Magnet Student Handbook will be available online to all families to reference school numbers, activities, rules, and community partnerships. Parents will receive a notice when this handbook is available online. Contact: Dr. Cheryl Carson #447-3802
- The Parent and Family Engagement Information Packet will be distributed to parents as a supplement to the Booker Arts Magnet Student Handbook. The handbook and included packet will be sent home with students. Copies will be provided in a language that parents can understand. Contact: Dr. Cheryl Carson #447-3802
- Parents will receive a copy (English and/or Spanish) of the Parent and Family Engagement Information Packet at Parent Conferences in October 2019. Contact: Emily Hester #447-3806
- Signatures will be obtained at Parent Conferences in October 2019 acknowledging receipt of the District and School Parent and Family Engagement Plans. Contact: Emily Hester #447-3806
- Booker Arts Magnet Website/District Website – go to Little Rock School District website, click on schools, click on Booker
- Report Cards are available online at the end of each nine weeks. Parents may request a paper report card. Contact: Dr. Cheryl Carson #447-3802
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide to parents reports/report cards every four weeks with information regarding their child's

academic progress and upcoming classroom and school events. Contact: your child's classroom teacher #447-3800

- Booker Arts Magnet 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 Booker Arts Magnet Handbook for names 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, Dr. Cheryl Carson, will address needs if necessary upon the notification of the classroom teacher and/or other staff members involved. Booker has an open door policy, however, appointments are appreciated. Please contact Mrs. Judy Murray at 447-3803 for appointments.

Booker Arts Magnet will provide resources for parents:

- Distribute Parent and Family Engagement Information Packets each year (in a language the parent can understand) that includes a copy of the school's Parent and Family Engagement Plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school through a School-Parent Compact, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail, etc.), and the school's policy handbook. Contact: Dr. Cheryl Carson #447-3802/Emily Hester #447-3806
- The Parent Center is located in the Literacy Lounge adjacent to the Media Center. It includes updated materials using Parent and Family Engagement funds such as a computer with printer, parenting books, magazines, DVDs, pamphlets, and other educational resources. Spanish resources are available. The Parent Center will be open from 7:40-3:00 Monday – Friday. Contact Emily Hester, Parent and Family Engagement Facilitator #447-3806 for extended hours and/or request for materials to be purchased.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent and family engagement facilitator – Emily Hester, Media Center, #447-3806. The parent facilitator will integrate and coordinate parent and family engagement strategies with those of other programs.
- Utilize the services of the Little Rock School District's Parent and Family Engagement Coordinator – Kaye Rainey #447-3357.

Booker Arts Magnet will engage parents in the evaluation of the parent and family engagement efforts:

- An annual evaluation using comprehensive needs assessment will be filled out by teachers, parents and school staff. Information gained from the evaluation will be used to increase parent and family engagement; the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) engagement of parents in activities to support student academic growth. Contact: Emily Hester Parent and Family Engagement Facilitator #447-3806

Booker Arts Magnet will use the parent interest surveys to select, plan, and implement parental engagement activities that will be offered throughout the year in the following ways:

- Results will be used in October 2019 to plan the content and time of parental engagement activities throughout the year by Emily Hester and the Parent and Family Engagement Committee
- Booker Arts Magnet will evaluate the activities that were held in conjunction with Parent and Family Engagement at the end of the school year to determine their effectiveness and participation.
- Involvement Type 2-Communicating-Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.
- Involvement Type 4-Learning at Home-Involve families with their children on homework and other curriculum-related activities and decisions.

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Staff, parents, and students will sign a School-Parent Compact. This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. These compacts will be on file in the classroom for further reference throughout the school year. The compact is discussed and signed during Parent Conferences in October 2019. Contact: Emily Hester #447-3806

Booker Arts Magnet Home/School Learning Compact 2019-2020

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Date: \_\_\_\_\_

School Mission: The staff at Booker Arts Magnet believes and expects that every individual can and will learn. Our mission is to educate all students to higher levels of academic performance, while developing divergent thinking and creativity, promoting physical and emotional well-being, and fostering positive growth in social behavior through integration of the curriculum and the fine and performing arts. In partnership with parents and the community, we accept the responsibility to teach all students with the goal of enabling them to achieve their ultimate educational potential and to equip them to meet the challenges of the Twenty-first century.

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.
- Read with my child and let my child see me read.

Parent/Guardian

Signature \_\_\_\_\_

Student Agreement

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

- Attend school regularly.
- Come to school each day with necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Student Signature \_\_\_\_\_

Teacher Agreement

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

- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with the assignments.

- Encourage students and parents by providing information about student progress.
- Use special activities in the classroom to make learning enjoyable.

Teacher Signature \_\_\_\_\_

Principal/School Agreement

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

- Provide an environment that allows for positive communication between the teachers, parents, and students.
- Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed.
- Ensure that parents receive frequent reports on their child's progress.
- Ensure parental access to staff to support partnerships.
- Provide parents opportunities to volunteer and observe classroom activities.

Principal Signature \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that Booker Arts Magnet's share of the required 1% reservation is \$1,728.90. Parents will be notified of the allotted amount and will have the opportunity to voice how they would like the funds used for parent and family engagement activities in a parent survey at Parent Conferences in October 2019. The Parent and Family Engagement Committee will review the results from the survey and provide input regarding the allotment of funds for parent and family engagement activities. Past examples of spending include Family Game Night, Family Math and Literacy Night, summer workbooks, Parent Center materials, and homework help kits

**6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Booker Arts Magnet will provide information to parents about volunteer opportunities in the following ways:

- Contact individual teachers (see the Booker Arts Magnet Handbook for names and phone numbers) and/or the school secretary, Ms. Judy Murray at 447-3803. Training will be provided by the person in charge of the area in

which a volunteer is needed. Volunteer opportunities include but not limited to VIPS Reading Day, classroom/teacher help, school parties, library aide, and Scholastic Book Fair.

- Booker Arts Magnet PTA includes parents, extended family, teachers and staff. Please contact the Booker PTA President, Tywana Lambert at 952-8299 for information concerning Booker Arts Magnet PTA.
- For information about volunteer training or to sign up for volunteer orientation, contact Tammy Blaylock at tamara.blaylock@lrsd.org or call the ViPS Office at 447-4450.
- Involvement Type 3-Volunteering-Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Booker Arts Magnet will plan and implement the following meetings to increase parent and family engagement and build staff and parent capacity at Booker Arts Magnet:

- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10/2019 from 2:30 p.m.-5:30 p.m., 10/11/2019 from 8:00 a.m.-12:00 p.m., 2/20/2020 from 2:30 p.m.-5:30 p.m., and 2/21/2020 from 8:00 a.m.-12:00 p.m.
- Host a Family Math and Literacy Night.
- The school will encourage parents in the following types of roles and activities to increase their engagement and support for student learning:
  - "Paws-i-tive" Growth Awards Assembly – August 16, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Open House – September 5, 2019 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
  - Title I Meeting – September 5, 2019 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Grandparent's Day – September 12, 2019 from 10:45 a.m.-1:00 p.m. Contact: Tywana Lambert #952-8299
  - "Paws-i-tive" Growth Awards Assembly – October 10, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Magnet Fair – October 12, 2019 from 10:00 a.m.-2:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Family Game Night – October 29, 2019 from 5:00-7:00 p.m. Contact: Emily Hester #447-3806
  - Annual Flu Clinic Kickoff – October 1, 2019 from 9:00-11:30 a.m. Contact: Nurse Scott #447-3805
  - Red Ribbon Week – October 23-31, 2019 Contact: Tammy Ringler, counselor #447-3833
  - Family Science Fair Night – TBA 5:30 pm. appropriate instruction on Science Fair procedures. Contact: Kristy Mosby #447-3814
  - VIPS Jane Mendel Reading Day – November 19, 2019 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806

(Training of the VIPS Volunteers Contact: Tammy Blaylock, Director #447-4455)

- Fall Scholastic Book Fair – November 15-22, 2019 Contact: Emily Hester #447-3806
- Pastries for Parents – November 15, 2019 from 7:00 a.m. – 7:45 a.m. Contact: Emily Hester #447-3806
- Thanksgiving at Booker – November 21, 2019 from 10:45 a.m. – 1:00 p.m. Contact: Tywana Lambert #952-8299
- Winterfest– December 17, 2019 at 6:30 p.m. Contact: DJ Ramsey/Mariah Reescano #447-3860
- Kindergarten Polar Express Event – December TBA Contact: Emily Hester #447-3806
- "Paws-i-tive" Growth Awards Assembly – January 10, 2020 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
- Dance Recital – February 11, 2020 Contact: Tammy Ringler #447-3833
- Magical Moments with Moms – February TBA Contact: Tywana Lambert #952-8299
- Springfest – March 10, 2020 Contact: DJ Ramsey/Mariah Reescano #447-3860
- "Paws-i-tive" Growth Awards Assembly – March 10, 2020 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
- School Lunch Hero Day – May 1, 2020 from 10:45 a.m.-1:00 p.m.
- District-Wide Parent Education Workshops – TBA Contact: District Specialist #447-3357
- PTA Meetings – Monthly from 5:30-6:30 p.m. Contact: Tywana Lambert #952-8299
- Spring Book Fair–TBA Contact: Emily Hester #447-3806
- Awards Assemblies – May 20, 2020 at 8:15 (Pre-K), 9:15 (K), 10:15 (2nd), 11:40 (1st), 12:40 (4th), 1:40 (3rd) Contact: Dr. Cheryl Carson #447-3806
- Arts Fest Day – May 21, 2020 Contact: Chris Henry #447-3815
- 5th Grade Recognition Ceremony – May 26, 2020 at 9:00 a.m. Contact: Tyeisha Dupree #447-3844

Booker Arts Magnet will provide resources for parents:

- Distribute Parent and Family Engagement Information Packets each year (in a language the parent can understand) that includes a copy of the school's Parent and Family Engagement Plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school through a School-Parent Compact, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail, etc.), and the school's policy handbook. Contact: Dr. Cheryl Carson #447-3802/Emily Hester #447-3806
- The Parent Center is located in the Literacy Lounge adjacent to the Media Center. It includes updated materials using Parent and Family Engagement funds such as a computer with printer, parenting books, magazines, DVDs, pamphlets, and other educational resources. Spanish resources are available. The Parent Center will be open from 7:40-3:00 Monday – Friday. Contact Emily Hester, Parent and Family Engagement Facilitator #447-3806 for extended hours and/or request for materials to be purchased.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent and family engagement facilitator – Emily Hester, Media Center, #447-3806. The parent facilitator will integrate and coordinate parent and family engagement strategies with those of other programs.
- Utilize the services of the Little Rock School District's Parent and Family Engagement Coordinator – Kaye Rainey #447-3357.

Booker Arts Magnet will engage parents in the evaluation of the parent and family engagement efforts:

- An annual evaluation using comprehensive needs assessment will be filled out by teachers, parents and school

staff. Information gained from the evaluation will be used to increase parent and family engagement; the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) engagement of parents in activities to support student academic growth. Contact: Emily Hester Parent and Family Engagement Facilitator #447-3806

Booker Arts Magnet will use the parent interest surveys to select, plan, and implement parental engagement activities that will be offered throughout the year in the following ways:

- Results will be used in October 2019 to plan the content and time of parental engagement activities throughout the year by Emily Hester and the Parent and Family Engagement Committee
- Booker Arts Magnet will evaluate the activities that were held in conjunction with Parent and Family Engagement at the end of the school year to determine their effectiveness and participation.

Booker's Annual Title I Meeting was held September 5, 2019. Items discussed included:

- Access to Arkansas' Accountability Plan (ESSA)
- Description of school-wide Title I Program
- Title I budget allocation and utilization
- Overview of the Core Curriculum
- Parent involvement opportunities (Parent Teacher Conferences, PTA membership)
- Community partnerships (Arkansas Arts Center, Arkansas Regional Innovation Hub, First United Methodist Church, and the Martin Luther King, Jr. Commission)
- Involvement Type 1-Parenting-Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.
- Involvement Type 4-Learning at Home-Involve families with their children on homework and other curriculum-related activities and decisions.
- Involvement Type 5-Decision Making-Include families as participants in school decisions, and develop parent leaders and representatives.
- Involvement 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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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Booker Arts Magnet will plan and implement the following meetings to increase parent and family engagement and build staff and parent capacity at Booker Arts Magnet:

- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10/2019 from 2:30 p.m.-5:30 p.m., 10/11/2019 from 8:00 a.m.-12:00 p.m., 2/20/2020 from 2:30 p.m.-5:30 p.m., and 2/21/2020 from 8:00



a.m.-12:00 p.m.

- Host a Family Math and Literacy Night.
- The school will encourage parents in the following types of roles and activities to increase their engagement and support for student learning:
  - "Paws-i-tive" Growth Awards Assembly – August 16, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Open House – September 5, 2019 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
  - Title I Meeting – September 5, 2019 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Grandparent's Day – September 12, 2019 from 10:45 a.m.-1:00 p.m. Contact: Tywana Lambert #952-8299
  - "Paws-i-tive" Growth Awards Assembly – October 10, 2019 from 8:30-9:00 a.m. Contact: Dr. Cheryl Carson #447-3802
  - Magnet Fair – October 12, 2019 from 10:00 a.m.-2:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - Family Game Night – October 29, 2019 from 5:00-7:00 p.m. Contact: Emily Hester #447-3806
  - Annual Flu Clinic Kickoff – October 1, 2019 from 9:00-11:30 a.m. Contact: Nurse Scott #447-3805
  - Red Ribbon Week – October 23-31, 2019 Contact: Tammy Ringler, counselor #447-3833
  - Family Science Fair Night – TBA 5:30 pm. appropriate instruction on Science Fair procedures. Contact: Kristy Mosby #447-3814
  - VIPs Jane Mendel Reading Day – November 19, 2019 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806 (Training of the VIPs Volunteers Contact: Tammy Blaylock, Director #447-4455)
  - Fall Scholastic Book Fair – November 15-22, 2019 Contact: Emily Hester #447-3806
  - Pastries for Parents – November 15, 2019 from 7:00 a.m. – 7:45 a.m. Contact: Emily Hester #447-3806
  - Thanksgiving at Booker – November 21, 2019 from 10:45 a.m. – 1:00 p.m. Contact: Tywana Lambert #952-8299
  - Winterfest– December 17, 2019 at 6:30 p.m. Contact: DJ Ramsey/Mariah Reescano #447-3860
  - Kindergarten Polar Express Event – December TBA Contact: Emily Hester #447-3806
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  - District-Wide Parent Education Workshops – TBA Contact: District Specialist #447-3357
  - PTA Meetings – Monthly from 5:30-6:30 p.m. Contact: Tywana Lambert #952-8299
  - Spring Book Fair–TBA Contact: Emily Hester #447-3806
  - Awards Assemblies – May 20, 2020 at 8:15 (Pre-K), 9:15 (K), 10:15 (2nd), 11:40 (1st), 12:40 (4th), 1:40 (3rd) Contact: Dr. Cheryl Carson #447-3806
  - Arts Fest Day – May 21, 2020 Contact: Chris Henry #447-3815

□ 5th Grade Recognition Ceremony – May 26, 2020 at 9:00 a.m. Contact: Tyeisha Dupree #447-3844

- Teachers will schedule a minimum of two (2) parent/teacher conferences on the above mentioned dates during the school year to discuss academic achievement and discuss and have all parties sign (teacher, parent, student, principal) a home-school compact.

- Designated Parent and Family Engagement Facilitator will provide no fewer than two (2) hours of Parent Involvement Professional Development to all certified staff to enhance the understanding of effective parental engagement strategies.

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Booker Arts Magnet School is a member of John Hopkins University of National Network of Partnership Schools (NNPS). The NNPS School, Family, and Community Partnership family model is designed to enhance parent participation and engagement in the school and community. The family model is research based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making, and Collaborating with the Community. To support the six types of involvement, Booker Arts Magnet participates on the LRSD NNPS Central-East School Cluster Team. Contact Person: Emily Hester #447-3806

- Involvement 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.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Excellent response!	10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/2/2019
<b>5: Reservation of Funds:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,728.90. Your school's parents	10/2/2019

			should have a voice regarding the use of these funds.	
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019

AR  
 Brady Elementary School (Little Rock School District)  
 7915 West Markham Street  
 Little Rock AR 72205  
 501-447-3900

### School Parent and Family Engagement Plan

<b>School Name:</b>	Brady Elementary
<b>Facilitator Name:</b>	Randall Justin Harris
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	10/1/2019

#### Committee Members, Role:

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

First Name	Last Name	Position
Kasi	Davis	Principal
Justin	Harris	Parent Facilitator
Ann	Gregory	Counselor
Ebony	Smith	Teacher
Laronda	Murray	Teacher
Krystie	Brumfield	Facilitator

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Brady Elementary provides opportunities for Parents and Family to be involved in the development, implementation and evaluation of the school-wide school improvement plan and the Annual Title I Meeting. Parents and Family assist with the decision-making process regarding the school's Title 1, Part A Program by:

- Involving parents and family on school improvement committees,
- Asking parents and family to serve on curricular and instructional review committees, and
- Obtaining parents and family input in the decision-making pertaining to the allocation of the Title 1, Part A funds for parents and family involvement.

## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Brady Elementary conducts an annual Title I meeting for all parents and family, students, and staff at the beginning of each school year. The school's annual Title I meeting is separate from any other meetings or activities to ensure that presenters have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress, and information on the proficiency level students are expected to meet. The agenda, the sign-in sheet, and the minutes for this meeting are kept on file in the school's office and with the parents and family facilitator. This year's Title I meeting will be held on September 9th, 2019. For more information, contact Kasi Davis, 447-3900

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Communication with Parents And Family

Brady Elementary communicates with parents and family in the following ways to build parent and staff capacity.

A copy of the PFE plan and packet are available in the Brady Parent Center.

1. Monthly newsletters
2. Teacher web pages
3. Daily take-home folders
4. HAC (Parent and family online access to student's grades)
5. Interim report cards (4½ weeks)
6. Report cards (9 weeks)
7. Open House and/or "Meet and Greet Teachers and Staff"
8. Parent and family PowerPoint (Ongoing school news updates scrolling daily in Parent Center)
9. Parent and Family Center Bulletin Board
10. PTA (Parent Teacher Association) meetings (Ebony Smith- President)
11. School-based/District Parent Institutes (Parent and family education- various topics)
12. Parent and family Conferences (phone, face to face, email, and letter)
13. Student Agendas
14. Various school based events (See School Events Calendar)
15. Student/parent handbook (policies and procedures)

16. Parent and Family Compact (Parent/Teacher/Principal agreement for student success)
17. Watch Dogs for Dads
18. Book fairs
19. Various volunteer opportunities (Reading Buddies, mentors, tutors)
20. Parent and Family Co-adjutants (Grade level parent assistants)
21. Parent Link

#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

LITTLE ROCK SCHOOL DISTRICT

BRADY ELEMENTARY 2019-2020 SCHOOL

HOME/SCHOOL LEARNING COMPACT

School Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

#### **PARENT/GUARDIAN AGREEMENT**

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

- Ensure that my child is on time each day and attends school regularly
- Support the school discipline policy
- Establish a time for homework and review it 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

#### **STUDENT AGREEMENT**

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

- Attend School regular;
- Come to school each day with pens, pencil, paper, and other necessary tools for learning
- Complete and return homework assignments
- Observe regular study hours
- Conform to rules of student conduct

TEACHER AGREEMENT

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

- Provide appropriate and meaningful homework assignments for students
- Provide necessary assistance to parents so that they can help assist with the assignments
- Encourage students and parents by providing information about student progress;
- Use special activities in the classroom to make learning enjoyable

Signature: \_\_\_\_\_

PRINCIPAL AGREEMENT

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

- Provide an environment that allows for positive communication between the teachers, parents and student
- Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed
- Ensure that parents receive frequent reports on their child's progress
- Ensure parental access to staff to support partnerships
- Provides parents opportunities to volunteer and observe classroom activities

Signature: \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Brady Elementary provides opportunities for Parents and Family to be involved in the development, implementation and evaluation of the school-wide school improvement plan and the Annual Title I Meeting. Parents and Family assist with the decision-making process regarding the school's Title 1,Part A Program by:

- Involving parents and family on school improvement committees,
- Asking parents and family to serve on curricular and instructional review committees, and
- Obtaining parents and family input in the decision-making pertaining to the allocation of the Title 1, Part A funds for parents and family involvement.

For more information about parent and family involvement in this decision-making process, contact Justin Harris at 501-447-3915 or Ms. Kasi Davis, Principal, at 501-447-3900, the main office number.

Brady asks parents and family to complete parents and family interest surveys to select, plan and implement parental and family involvement activities that will be most beneficial in supporting their child's academic success. These surveys are offered throughout the year.

Through an annual evaluation parents, family, teachers and staff assess Brady's parental and family involvement efforts each school year.

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,708.50.

Brady Elementary conducts an annual Title I meeting for all parents and family, students, and staff at the beginning of each school year. The school's annual Title I meeting is separate from any other meetings or activities to ensure that presenters have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress, and information on the proficiency level students are expected to meet. The agenda, the sign-in sheet, and the minutes for this meeting are kept on file in the school's office and with the parents and family facilitator. This year's Title I meeting will be held on September 9th, 2019. For more information, contact Kasi Davis, 447-3900.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Parent and Family Resources

Contact: Justin Harris, Parent and Family Facilitator at 501-447-3915

Or 501- 447-3900 main office

Brady provides the following resources to parents and family :

- Parent and Family Center (located east of the main office),
- An opportunity to enjoy the Parent and Family Center during school hours and a limited schedule beyond school hours,
- Computers and iPads (available in the Parent and Family Center),
- An opportunity to check-out reading materials and other resources located in the Parent and Family Center,
- Access to a Parent and Family Comment Box located in the Parent Center,
- Parent and Family Interest Surveys,
- Access to teacher/staff phone list,
- Parent and Family involvement meetings, and
- A Schedule of PTA meetings (Ebony Smith, PTA President).

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each**



**of the required components?**

Ongoing Volunteer Opportunities And Volunteer Training

Contact: Mr. Justin Harris 501-447-3915

Principal: Ms. Kasi Davis 501-447-3900

Brady Elementary provides volunteer opportunities for parents and family and the community to provide instructional and enrichment support to the student body through programs:

Reading Buddies

- Mentors and tutors
- Parent and family representatives at the Annual Title I Meeting
- Parent and family involvement in the decision-making process regarding the allocation of Title I, Part A funds
- Parent and family representatives to give input to the Curricular and Instructional Review

Committee

- Parent and family coadjutants assigned to each grade level. Parent and family coadjutants are parent and family volunteers that take on a leadership role as parent and family assistants to the teacher whose duties include follow-up calls, emails, or texts to participating parents and family , pertaining to up-and-coming events, class activities and/or class needs. Training will be provided.

**8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents’ assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Brady's Parents and Family Get Involved!

2019-2020 School Calendar of Events

\*Open House/Meet and Greet/ Title 1 night September 5.....447-3900

\*Grandparent day September 19.....447-3967

\*Red Ribbon Week October 22 - October 26 .....447-3914

\*Parent teacher conferences October 10-11 and February 20-21 ....447-3900

Brady STEAM night November 3.....447-3900

\*Thanksgiving with dads November 12.....447-3915

\*Volunteers in Education Reading Day November 14.....447-3900

\*2nd and 3rd grade PTA night/musical December 12.....447-3932

\*2nd Award Assembly January 24.....447-3900

\*4th and 5th grade PTA night/musical February 6.....447-3932

Brady Sweetheart Dance February 13.....447-3900

- \*Career Day April 9.....447-3914
- \*k-1 Musical May 7.....447-3914
- \*PTA Spring Luncheon May 13.....447-3915
- \*Field Day May 15.....447-3900
- \*5th Grade Awards & Transition Program May 20.....447-3914
- \*Pre-K Promotion May 21.....447-3932
- \*K - 4th Grade Awards Day May 22.....447-3900

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

1.

Brady Elementary 2017-2018

ALL STAFF CHECKLIST

STAFF'S NAME STAFF'S NAME

Pre-Kindergarten Rm/Ext Specialist's Rm/Ext

Tasha Newman 13/3934 Lezley Cooper - Nurse Off/3905

Diana Rodriguez 12 /3917 Debbie Finkbeiner – Reading 30/3957

Cynthia Grant – Music 31/3932

Kindergarten Ann Gregory – Counselor 34/3914

Yolanda Beals 11/3944 Kaylin Griham – Multi-site Literacy 30

Mary Clay 10/3926 April Herrin - Art 33/3967

Mary Lawson – Technology Specialist 30/3969

Irma Tolbert 14/3958 Lisa Poteet – Speech Therapist 18a/3924

1st Grade Coach David Salmon – P.E. off of Café' Café'/3955

Nancy Fancyboy 3/3940 Cernelia Thompson – Media Specialist 16/3906

Justin Harris 9/3953 Jannette Torrence –Resource Teacher 18b/3912

Linda Umerah 2/3911 Tyronza Walker – Multi-site Math 16

2nd Grade Amber Wilson – Gifted & Talented OWR/3916

Amber Allison 32/3921 Craig Winters - OT 18/3938

Catherine Coleman 6/3922 Instructional Aide's

Paige Daniell 4/3927 Jeanette Carrigan – Pre K 12/3919

Tammy Carter – computer Lab 19/3945  
 3rd Grade Gwen Porter-Cole (Beachboard) 20/3921  
 Ann Rhodes 5/3940 Tracye Gurley – C.B.I. ( Beachboard) 20/3950  
 Gina Milam 8/3935 Jessica Howard 3933  
 Loleta Snow 7/3982 Teresa Mahan – C.B.I. (Smith) 23/3947  
 4th Grade Lisa Padgett – Pre K 13/3918  
 Lameka Thomas 24/3915 Ebony Smith 3946  
 33/ Lachelle Thomas 3952  
 Becky Spradlin 17/3923 Sharon Williams (Smith) 23/3954  
 5th grade  
 Laronda Murry 21/3930 Bldg. Maintenance  
 Tamra Wiley 22/3990 Veronica Russell 3908/3956  
 C.B.I. Rickey Trammell 3908/3931  
 Jane Beachboard 20/3913 Ricky Walker 3908  
 Tommy Smith 23/3951  
 Cafeteria Care  
 Bobbie Dickerson 3907 Lachelle Harris  
 Pamela Cash 3907 Alice Field 3939  
 3907 Linda Woodley  
 3907  
 Office Information Desk 3910  
 Kasi Davis -Principal 3902 Courtney Desk 3942  
 Mary Jones – Adm. Asst 3903 Staff Lounge 3943

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Excellent! Thank you for including a sample of your school's compact.	10/7/2019

<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,708.50. Your school's parents should have a voice regarding the use of these funds.	10/7/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
 Carver Magnet Elem School (Little Rock School District)  
 2100 East Sixth Street  
 Little Rock AR 72202  
 501-447-4000

### School Parent and Family Engagement Plan

<b>School Name:</b>	Carver Magnet Elementary
<b>Facilitator Name:</b>	Carmen Langston
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey, Parent and Family Engagement Specialist
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Clifton	Woodley	Principal
Carmen	Langston	Parent Facilitator
Sara	Brown	Pre-K Teacher
Paula	Schilling	Technology Specialist
June	Joseph	Special Education Teacher
Latoya	London	PTA President

**Committee Members, Role:**

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

First Name	Last Name	Position
Ginny	Belotti	Parent Liaison
Latoya	Davis-Stewart	PTA Board Member
Wendell	Redmond	Community Liaison

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

We have designated staff members and parents to serve on our Parental Engagement/Involvement Committee to fulfill our goals. Carver will communicate with Parents and Families in the following ways:

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

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Carver will provide a yearly Title I /Parental Engagement Committee meeting to provide information regarding Title I funding, curriculum, school improvement plan; discuss additions, changes to the yearly Parent & Family Engagement Plan; and other required components.

o Title I meeting date: September 5, 2019

Contact: Principal Woodley

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Carver will engage parents in the evaluation of potential involvement efforts:

- A survey will be provided to critique parent involvement attempts.

- Carver parents will be involved in the ACSIP reviews on a yearly basis.
- The parent involvement committee will meet with parents to gain feedback about effort.

**4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- School staff and parents at Carver Elementary will work together to update a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students' academic achievement levels. All stakeholders will have input and may sign the compact. Parents will be able to contact teachers via email or telephone.

School-Parent Compact

School staff and parents at Carver Elementary will work together to update a Home/School Learning Compact. It outlines how parents, students and staff share the responsibility for improving students' academic achievement levels. All stakeholders will have input and may sign the compact. Carver Magnet Student/Parent Compact As parents/guardians and staff working together to provide the best learning environment for all children, it is important that we all fully understand and support Carver's expectations. It is mandatory that you read and sign a copy of this contract. It will be filed with your child's permanent records. My child, \_\_\_\_\_ is presently enrolled in the grade at Carver Magnet School. (Complete name) As a parent, I agree to provide support for the philosophy, program, and goals of Carver Magnet School and will:

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

Attend events that allow for observation of classroom activities

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

1. Use respectful language at all times, both written and oral.
2. Keep my hands, feet, and objects to myself and off others and their belongings.
3. Show respect for school property at all times.
4. Walk silently on the right side of the hall.
5. Leave all candy, gum, sodas, extra money, toys, and other personal items at home.
6. Follow classroom, hall, cafeteria, and playground procedures at all times.
7. Arrive on time, dressed appropriately, with all necessary materials prepared to learn.
8. I will follow LRSD Rights and Responsibilities Handbook. I understand failure to follow the Carver Magnet School rules will lead to consequences that will provide time to Stop, Think and Plan how to resolve the problem and to demonstrate appropriate social interaction. For disruptions such consequences include:

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

Student's Signature: Date: Parent's Signature: Date: Telephone Numbers:

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Carver will provide a yearly Title I /Parental Engagement Committee meeting to provide information regarding Title I funding, curriculum, school improvement plan; discuss additions, changes to the yearly Parent & Family Engagement Plan; and other required components.

- o Title I meeting date: September 5, 2019

Contact: Principal Woodley

**I. Reservation of Funds**

- a. Parental involvement funds allocated through Title I will only be spent for events targeted at engaging families

- b. Parents will have the opportunity to have a say in expenditures of this nature which may be discussed at PTA events

- c. During the 2019-2020 annual Title I meeting, it was communicated to parents the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that Carver's share of the required 1% reservation was \$1,081.20. It was also suggested that parents could email and/or meet with the principal or the school's parent facilitator with suggestions or recommendations of how to spend those funds.

- d. It was also suggested that parents could meet (as a group of parents) and develop a list of activities and programs centered specifically on parent/family engagement activities. That list would be submitted to the principal or school parent facilitator and discussed at the school's leadership meeting.

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**6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Encourage and support all staff and parents to join and participate in PTA activities

- o Encourage feedback for our Parental Involvement Plan located in Indistar and the Carver website.

**II. Coordination of Services**

- a. Carver will work with the following community partners to ensure student enrichment and success:

- i. Miles Memorial Church

- ii. New Birth Church

- iii. Emmanuel Baptist Church – Carver ECC

- iv. First Security Bank – Carver ECC



## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

We have designated staff members and parents to serve on our Parental Engagement/Involvement Committee to fulfill our goals. Carver will communicate with Parents and Families in the following ways:

- Various parent and family engagement workshops and activities will be provided to build parent and staff capacity. The topics and dates will be listed and updated in the Parent & Family Engagement Information Packet.
- Weekly newsletter and calendar of upcoming events
  - o The Carver Courier Newsletter will include staff and student articles, a parent corner, a calendar of upcoming events, school functions, and district-wide events.
- Parents will be able to access their child's progress and grades on eSchool HAC
  - o (Home Access Center) Parents may log in using their child's pin number which is given at the beginning of the year. See the front office for another copy.
- Two grades a week will be posted in eSchool HAC
- Technology workshops for parents
- Utilize Parent link calls to remind parents of upcoming events
- All staff will receive professional development to support parental engagement activities as determined by building level administrator.
- At the beginning of the year, parents will receive information on how to access the Little Rock School District Handbook online. Parents will receive a copy of the Carver Student Handbook, and a Carver Parent Handbook.
- A Parent Center will be made available for parents throughout the school year that will offer tips in the form of fliers, brochures, books, and handouts on the following, but not limited to:
  - o How to Help Your Child Study, Effective Parent-Teacher Communication, School Reports Cards, Improving Your Child's Learning, Helping Your Child Learn to Read, and Your Child's Homework.
  - o Parents may utilize library computers to check student grades

Carver will provide information to parents about volunteer opportunities:

- Carver will provide information for volunteer opportunities through newsletters and websites.
- Carver will provide volunteer training through the LRSD VIPS program as well as school based training.
- Parents and community members will be invited to read, tutor, help with field trips, field day, and other special events.

Carver will provide resources for parents:

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

Carver will engage parents in the evaluation of potential involvement efforts:

- A survey will be provided to critique parent involvement attempts.
- Carver parents will be involved in the ACSIP reviews on a yearly basis.
- The parent involvement committee will meet with parents to gain feedback about effort.

Carver will use the parent interest surveys to select, plan, and implement parental involvement activities that will be offered throughout the year.

- The school will use the results of the survey to prioritize the needs of the parents.
- Activities will be designed to help meet these needs.
- Surveys will be discussed at Title One meetings to better serve our parents with needs and/or changes as they arise.
- Survey for Parents and Families of Carver Magnet Elementary

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

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

We have designated staff members and parents to serve on our Parental Engagement/Involvement Committee to fulfill our goals. Carver will communicate with Parents and Families in the following ways:

- Various parent and family engagement workshops and activities will be provided to build parent and staff capacity. The topics and dates will be listed and updated in the Parent & Family Engagement Information Packet.
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- Parents will be able to access their child's progress and grades on eSchool HAC

o (Home Access Center) Parents may log in using their child's pin number which is given at the beginning of the year. See the front office for another copy.

- Two grades a week will be posted in eSchool HAC
- Technology workshops for parents
- Utilize Parent link calls to remind parents of upcoming events
- All staff will receive professional development to support parental engagement activities as determined by building level administrator.

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Carver Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and involvement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: parenting, communicating, and volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Carver Elementary participates in the LRSD NNPS Central-East School Cluster Team.

Six Types of Involvement: Keys to Successful Partnerships

1. Parenting: Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.
2. Communicating: Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.
3. Volunteering: Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.
4. Learning at Home: Involve families with their children on homework and other curriculum-related activities and decisions.
5. Decision Making: Include families as participants in school decisions, and develop parent leaders and representatives.
6. Collaborating with the Community: Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/7/2019
<b>5: Reservation of Funds:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,081.20. Your school's parents	10/7/2019

			should have a voice regarding the use of these funds.	
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
 Chicot Primary School (Little Rock School District)  
 11100 Chicot Road  
 Little Rock AR 72103  
 501-447-7000

### School Parent and Family Engagement Plan

<b>School Name:</b>	CHICOT
<b>Facilitator Name:</b>	LASHANA FLOWERS
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
LASHANA	FLOWERS	PARENT FACILITATOR
GINA	KHOURY	PRINCIPAL
MILDRED	BUTLER	Asst. Principal
Carmen Hernandez	Hernandez	PARENT Coordinator
ANDREA	FELLS	PARENT
MELIEAH	IRELAND	PARENT

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Parent and Family Engagement Information Plan

2019-2020

Principal: Gina Khoury

Assistant Principal: Mildred Butler

ECC Coordinator: Donna Hall

Parent Facilitator: LaShana Flowers

Parent Coordinator: Carmen Hernandez

Parent Liaison: Little Rock School District

Grade Levels: Pre-K - 5

100% Title I School

Parent and Family Engagement Committee Members

Mildred Butler , Asst. Principal

Adrienne Hawkins, School Counselor

LaShana Flowers, Parent Facilitator

Carmen Hernandez, Bi-Lingual Parent Coordinator

Terri Holley, Academic Specialist

Don Fells, Parent

Andrea Fells, Parent

Melieah Cooper, Parent

Kristen Billings, Teacher

Heather Bentley, Teacher

Parent and Family Engagement Information Plan

#### ANNUAL TITLE ONE MEETING

At this event, parents will receive the parental involvement plan, along with information about Title I and Title I funding. During the Title I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parent surveys will be given during our annual Title I meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. The meeting will be separate from any other meeting. As time will permit, the implementation and evaluate our school wide improvement plan will be discussed. For additional information regarding the Title I meeting and how funds will be used at Chicot Elementary, please contact Gina Khoury at 447-7002.

#### Communications

Chicot Elementary and Early Childhood Center serves approximately 800 three-year-old to 5th grade students with an experienced, caring, and dedicated staff. Chicot Elementary School communicates with parents in various ways to increase parental family, and community engagement to support classroom instruction. All communication that's disseminated to parents and the community is available in English and Spanish. Listed below are the different ways Chicot Elementary and ECC will communicate with parents and families:

- o Maintain a school website to provide on-going communication of classrooms, school events and meetings. Contact Joany Lowry, school Media Specialist at 447-7006.
- o The administrators and staff at Chicot Elementary and ECC welcome phone calls, emails and visits from parents to discuss any cares, offer suggestions or express concerns for their child. Contact Gina Khoury at 447-7002.
- o A bimonthly newsletter is distributed to update parents on the school's curriculum, volunteer opportunities, recent health concerns, school events and parenting workshops made available by the LRSD and other community based organizations. Contact Carmen Hernandez, Parent Coordinator at 447-7025.
- o Classroom teachers send home a weekly newsletter informing parents about weekly instructional strategies, school events, volunteer opportunities and contact information. Contact your child's teacher.
- o Parents will also receive access and training eschool HAC. This is a website designated for parents to receive specific feedback and notification of their child's progress in the classroom, updates on grades, homework assignments, classroom projects, and interim reports. Contact Joany Lowry, Media Specialist at 447-7006.
- o Parents can access Chicot's student handbook on the school's web page at <http://schools.lrsd3.org/?q=content/chicot-home-page>. The school handbook is an informative resource parents can utilize to find out

information on rituals and routines for Chicot Elementary and ECC, homework policies, behavior contracts, school uniform requirements and a parent contract. Contact Gina Khoury at 447-7002.

o As part of our Title 1 funding students, parents and teachers will sign a Parent Compact. The parent 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. At this event, parents will receive information about Title I and Title I funding. During the Title, I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The meeting is scheduled for Thursday, September 5, 2019 at 5:30 p.m. As time, will permit, the implementation and evaluate our school wide improvement plan will be discussed. For additional information regarding the Title I meeting and how funds will be used at Chicot, please contact Gina Khoury at 447-7002.

o Distributing volunteer opportunities to all parents. Then, a volunteer resource document will be created and shared with staff and parents Contact Carmen Hernandez, Parent Coordinator at 501-447-7025.

o The parent facilitator, parent coordinator, teachers, literacy and math instructional facilitators will coordinate Family Literacy/Math Night and Family Test Night to give parents an opportunity to learn grade level expectations, academic activities they can do at home with their child to increase academic performance. Contact Terri Holley at 447-7077.

o Parent Link is utilized to notify parents of upcoming school/district events. Contact Carmen Hernandez, parent coordinator at 447-7025.

#### Parental and Family Engagement

o Parent Packets will be posted on the school's webpage by October 1, 2019. A parent link will be sent out informing parents. Parents will have the copies of the districts Parent family and Engagement plan during Parent Teacher Conference. Commutation will be in English and Spanish. Chicot Elementary School and ECC plans meetings to increase parent and family engagement opportunities. These meetings provide parents the opportunity to become more involved in making decisions for our school, receive parenting tips, and mentoring opportunities. Teachers often provide training sessions and opportunities for parents and community members on the information needed to participate as successful school volunteers. These efforts assist the parents and create a sense of ease and make the experience pleasant and successful. All parent meetings will be held during appropriate times to ensure equity in parent ant family engagement. Listed below are several examples of how Chicot Elementary School and ECC promotes parental and family engagement.

#### Month Event Contact Person

August 10, 2019 Back to School Meet and Greet Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

August 2019-May 2020 PTA Meetings Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

September 5, 2019 Annual Title One Meeting

5th Grade Crystal Bridges Meeting

GT Meeting

Gina Khoury, Principal 447-7002

Adrienne Hawkins, Counselor 447-7024

Shannon Fletcher, GT Specialist

September 6, 2019 Grandparent's Day Workshop Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Reading Teacher/Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

September 3-13, 2019 Scholastic Book Fair Joany Lowry, Media Specialist 447-7006

September 2019-May 2020 Principal Roundtable Leadership Team Meetings Sherry Chambers, Principal 447-7002

September 26, 2019 Free Books for K-1 Joany Lowry, Media Specialist 447-7006

September 27, 2019 Watch Dog Kickoff Carmen Hernandez, Parent Coordinator 447-7025

TBA Flu Clinic Tammy Givens 447-7005

October 10 and 11,2019

February 20 and 21,2020 Parent and Teacher Conferences Asst. Principal Mildred Butler 447-7061, Child's Teacher

October 25, 2019 Fall Carnival Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher

TBA Hispanic Heritage Reading Day Carmen Hernandez, Parent Coordinator 447-7025

November 19, 2019 VIPS Reading Day Carmen Hernandez, Parent Coordinator 447-7025

February 2020 Black History Celebration Courtnei Williams, Teacher 447-7004

March 2-6,2020 Dr. Seuss Week and Book Fair Joany Lowry, Media Specialist 447-7006

March 13, 2020 Career Day Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

March 13, 2020 Community Vehicle Day Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

April 28- May 4,2020 Children's Book Week Joany Lowry, Media Specialist 447-7006

May 14, 2020 Leadership Day Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher

Laura Comstock

Jordon Staton

May 15, 2020 Field Day Jamie Washington 447-7052

Parental and Family Engagement Opportunities

Chicot Elementary has a full-time bilingual parent coordinator and a certified parent facilitator to assist parents in checking out and utilizing the parent resources that are available in the parent center. The school will promote and support responsible parenting by purchasing books, magazines and other reading materials through the school library with opportunities for parents to browse and review. Parents may check out materials, use the computer to check grades, visit educational web sites, type and print resumes. All parents are invited and encouraged to view the Title I Plan located in the Parent Resource Center. A suggestion sheet is available for parental input. The Parent Resource Center is open during normal school hours for parents to utilize.

The following materials and information packets can be found in the resource center. For additional information on how to check out the items below, please contact LaShana Flowers 447-7004, Parent Facilitator or Carmen Hernandez, Parent Coordinator 447-7025.

- o Math and literacy games
- o Volunteer opportunities
- o Parenting Tips (English and Spanish)
- o Nutrition/Healthy Lifestyles Information



- o Work Force opportunities
- o Community Resource Binder/Information
- o Safety Materials
- o School Readiness Materials

o

#### Implementation and Evaluation of Parent and Family Engagement Plan

Chicot Elementary School and ECC involves parents in the evaluation of our parental and family engagement efforts and activities by completing a survey filled out by teachers, parents and school staff. The Parent and Family Engagement Committee, made up of teachers, parents and school staff, will evaluate the effectiveness of the parent and family engagement plan and make changes if warranted. Chicot Elementary and ECC will use parent surveys to evaluate and decide which activities parents feel will be most beneficial in the efforts to support their child academically and to plan the parent and family engagement activities for the year. Parent surveys will be giving out during the annual Title One meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. At this event, parents will receive the parental and family engagement involvement plan, along with information about Title I and Title I funding. During the Title I meeting teachers and parents will discuss the implementation and evaluate our school wide engagement plan. For additional information regarding the Title I meeting and how funds will be used at Chicot Elementary, please contact Gina Houry at 447-7002.

#### The National Network of Partnership Schools (NNPS)

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. Chicot Elementary and ECC collaborates and support 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

##### TYPE 1

###### Parenting

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

##### Family Engagement Plan

Chicot Elementary School and ECC involves parents in the evaluation of our parental and family engagement efforts and activities by completing a survey filled out by teachers, parents and school staff. The Parent and Family Engagement Committee, made up of teachers, parents and school staff, will evaluate the effectiveness of the parent and family engagement plan and make changes if warranted. Chicot Elementary and ECC will use parent surveys to evaluate and decide which activities parents feel will be most beneficial in the efforts to support their child academically and to plan the parent and family engagement activities for the year. Parent surveys will be giving out during the annual Title One meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. At this event, parents will receive the parental and family engagement involvement plan, along with information about Title I and Title I funding. During the Title I meeting teachers and parents will discuss the implementation and evaluate our school wide engagement plan. For additional information regarding the Title I meeting and how funds will be used at Chicot Elementary, please contact Gina Khoury at 447-7002.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

#### ANNUAL TITLE ONE MEETING

At this event, parents will receive the parental involvement plan, along with information about Title I and Title I funding. During the Title I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parent surveys will be given during our annual Title I meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. The meeting will be separate from any other meeting. As time will permit, the implementation and evaluate our school wide improvement plan will be discussed. For additional information regarding the Title I meeting and how funds will be used at Chicot Elementary, please contact Gina Khoury at 447-7002.

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related*

*to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Chicot Elementary and Early Childhood Center serves approximately 800 three-year-old to 5th grade students with an experienced, caring, and dedicated staff. Chicot Elementary School communicates with parents in various ways to increase parental family, and community engagement to support classroom instruction. All communication that's disseminated to parents and the community is available in English and Spanish. Listed below are the different ways Chicot Elementary and ECC will communicate with parents and families:

o Maintain a school website to provide on-going communication of classrooms, school events and meetings. Contact Joany Lowry, school Media Specialist at 447-7006.

Chicot Elementary School and ECC plans meetings to increase parent and family engagement opportunities. These meetings provide parents the opportunity to become more involved in making decisions for our school, receive parenting tips, and mentoring opportunities. Teachers often provide training sessions and opportunities for parents and community members on the information needed to participate as successful school volunteers. These efforts assist the parents and create a sense of ease and make the experience pleasant and successful. All parent meetings will be held during appropriate times to ensure equity in parent and family engagement. Listed below are several examples of how Chicot Elementary School and ECC promotes parental and family engagement.

Month Event Contact Person

August 10, 2019 Back to School Meet and Greet Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

August 2019-May 2020 PTA Meetings Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

September 5, 2019 Annual Title One Meeting

5th Grade Crystal Bridges Meeting

GT Meeting

Gina Khoury, Principal 447-7002

Adrienne Hawkins, Counselor 447-7024

Shannon Fletcher, GT Specialist

September 6, 2019 Grandparent's Day Workshop Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Reading Teacher/Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

September 3-13, 2019 Scholastic Book Fair Joany Lowry, Media Specialist 447-7006

September 2019-May 2020 Principal Roundtable Leadership Team Meetings Sherry Chambers, Principal 447-7002

September 26, 2019 Free Books for K-1 Joany Lowry, Media Specialist 447-7006

TBA Watch Dog Kickoff Carmen Hernandez, Parent Coordinator 447-7025

TBA Flu Clinic Tammy Givens 447-7005

October 10 and 11, 2019

February 20 and 21, 2020 Parent and Teacher Conferences Asst. Principal Mildred Butler 447-7061, Child's Teacher

TBA Hispanic Heritage Reading Day Paul McCowen, ESOL Interventionist 447-7081,

Carmen Hernandez, Parent Coordinator 447-7025

TBA ESL Parent Forum Paul McCowen, ESOL Interventionist 447-7081, Sharon Fletcher GT Specialist 447-7017  
TBA Fall Carnival Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher  
November 19, 2019 VIPs Reading Day Carmen Hernandez, Parent Coordinator 447-7025  
February 2020 Black History Celebration Courtney Williams, Teacher 447-7004  
March 2-6, 2020 Dr. Seuss Week and Book Fair Joany Lowry, Media Specialist 447-7006  
March 13, 2020 Career Day Adrienne Hawkins, Counselor 447-7024  
LaShana Flowers, Parent Facilitator 447-7004  
Carmen Hernandez, Parent Coordinator 447-7025  
March 13, 2020 Community Vehicle Day Adrienne Hawkins, Counselor 447-7024  
LaShana Flowers, Parent Facilitator 447-7004  
Carmen Hernandez, Parent Coordinator 447-7025  
April 28- May 4, 2020 Children's Book Week Joany Lowry, Media Specialist 447-7006  
May 14, 2020 Leadership Day Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher  
Laura Comstock  
Jordon Staton  
May 15, 2020 Field Day Jamie Washington 447-7052

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Title 1 School and Parent Compact

School Mission Statement:

The mission of the Chicot Elementary/ECC families, staff and community is to provide a structured and supportive learning atmosphere which will develop the needs of the whole child by fostering a safe nurturing, highly accountable learning environment that will prepare students to become responsible, productive lifelong learners.

#### **SCHOOL –PARENT COMPACT**

Chicot Elementary School/ECC and the parents of the students participating in activities, services, and programs funded by Title 1, Part A of the Elementary and Secondary Act (ESEA) (participating children) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards. This school-parent compact is in effect during school year.

School Responsibilities

Chicot Elementary will:

- o Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:
- o Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.
- o Provide parents with frequent reports on their children's progress.
- o Provide parents reasonable access to staff.
- o Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities.

Parents Responsibilities:

We, as parents, will support our children's learning in the following ways:

- o Monitoring attendance.
- o Making sure that homework is completed.
- o Monitoring amount of television their children watch.
- o Volunteering in my children's classroom.
- o Participating, as appropriate, in decisions relating to my children's education.
- o Promoting positive use of my child's extracurricular time.
- o Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- o Serving, to the extent possible, on policy advisory groups, such as being the Title 1, Part A parent representative on the school's School Improvement Team, the Title 1 Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.

Student Responsibilities:

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards, we will:

- o Do my homework every day and ask for help when I need to.
- o Read at least 30 minutes every day outside of school time.
- o Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.

Chicot Elementary School will:

- o Involve parents in the planning, review, and improvement of the school's parent involvement policy, in an organized, ongoing, and timely way.
- o Involve parents in the joint development of any school wide program plan, in an organized, ongoing, and timely way.
- o Hold an annual meeting to inform parents of the school's participation in Title 1, Part A programs, and to explain the Title 1, Part A requirements, and the right of parents to be involved in Title 1 programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parent involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title 1, Part A programs (participating students), and will encourage them to attend.
- o Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.

- o Provide information to parents of participating information in a timely manner about Title 1, Part A programs that include a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.
- o On the request of parents, provide opportunities for regular meeting for parents to formulate suggestions, and to participate, as appropriate in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
- o Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
- o Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in Section 200.56 of the Title 1 Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

To help build and develop a partnership with parents to help their children achieve the State's high academic standards,

Chicot Elementary/ECC will:

- o Recommend to the local educational agency (LEA), the names of parents of participating children of Title 1, Part A program who are interested in serving on the State's Committee of Practitioners and School Support Teams.
- o Work with the LEA in addressing problems, if any, in implementing parental involvement activities in section 1118 of Title 1, Part A.
- o Work with the LEA to ensure that a copy of the SEA's written complaint procedures for resolving any issue of violation(s) of a Federal statute or regulation of Title 1, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

#### **ANNUAL TITLE ONE MEETING**

At this event, parents will receive the parental involvement plan, along with information about Title I and Title I funding. During the Title I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parent surveys will be given during our annual Title I meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. The meeting will be separate from any other meeting. As time will permit, the implementation and evaluate our school wide improvement plan will be discussed. For additional information regarding the Title I meeting and how funds will be used at Chicot Elementary, please contact Gina Khoury at 447-7002. Our school's share of the required 1% reservation was \$2,856.00.

## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Chicot Elementary and Early Childhood Center serves approximately 800 three-year-old to 5th grade students with an experienced, caring, and dedicated staff. Chicot Elementary School communicates with parents in various ways to increase parental family, and community engagement to support classroom instruction. All communication that's disseminated to parents and the community is available in English and Spanish. Listed below are the different ways Chicot Elementary and ECC will communicate with parents and families:

- o Maintain a school website to provide on-going communication of classrooms, school events and meetings. Contact Joany Lowry, school Media Specialist at 447-7006.

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**7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Parental and Family Engagement Opportunities

Chicot Elementary has a full-time bilingual parent coordinator and a certified parent facilitator to assist parents in checking out and utilizing the parent resources that are available in the parent center. The school will promote and support responsible parenting by purchasing books, magazines and other reading materials through the school library with opportunities for parents to browse and review. Parents may check out materials, use the computer to check grades, visit educational web sites, type and print resumes. All parents are invited and encouraged to view the Title I Plan located in the Parent Resource Center. A suggestion sheet is available for parental input. The Parent Resource Center is open during normal school hours for parents to utilize.

The following materials and information packets can be found in the resource center. For additional information on how to check out the items below, please contact LaShana Flowers 447-7004, Parent Facilitator or Carmen Hernandez, Parent Coordinator 447-7025.

- o Math and literacy games
- o Volunteer opportunities
- o Parenting Tips (English and Spanish)
- o Nutrition/Healthy Lifestyles Information
- o Work Force opportunities
- o Community Resource Binder/Information
- o Safety Materials
- o School Readiness Materials

The National Network of Partnership Schools (NNPS)

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. Chicot Elementary and ECC collaborates and support 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

TYPE 1

Parenting

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

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**



The administrators and staff at Chicot Elementary and ECC welcome phone calls, emails and visits from parents to discuss any cares, offer suggestions or express concerns for their child. Contact Gina Khoury at 447-7002.

o A bimonthly newsletter is distributed to update parents on the school's curriculum, volunteer opportunities, recent health concerns, school events and parenting workshops made available by the LRSD and other community based organizations. Contact Carmen Hernandez, Parent Coordinator at 447-7025.

o Classroom teachers send home a weekly newsletter informing parents about weekly instructional strategies, school events, volunteer opportunities and contact information. Contact your child's teacher.

o Parents will also receive access and training eschool HAC. This is a website designated for parents to receive specific feedback and notification of their child's progress in the classroom, updates on grades, homework assignments, classroom projects, and interim reports. Contact Joany Lowry, Media Specialist at 447-7006.

o Parents can access Chicot's student handbook on the school's web page at <http://schools.lrsd3.org/?q=content/chicot-home-page>. The school handbook is an informative resource parents can utilize to find out information on rituals and routines for

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Six Types of Involvement:

Keys to Successful Partnerships

TYPE 1

Parenting

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

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>5: Reservation of Funds:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Question # 5 is blank. Please address it. A simple fix would be to add the information below to the information you already have in Question #2. Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00. Our school's share of the required 1% reservation was \$2,856.00.	10/2/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019

AR  
 David O. Dodd Elementary School (Little Rock School District)  
 6423 Stagecoach Road  
 Little Rock AR 72204  
 501-447-4300

### School Parent and Family Engagement Plan

<b>School Name:</b>	David O Dodd Elementary
<b>Facilitator Name:</b>	Carreba Williams
<b>Plan Review/Revision Date:</b>	
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Carla	Abraham	2nd Grade Teacher
Trameika	Benton	Kindergarten Teacher
Marilyn	James	3rd Grade Teacher
Brenda	Swinton- Day	4th Grade Teacher
Kimberly	Johnson	Art Teacher
Kathryn	Daniel	Media Specialist

**Committee Members, Role:**

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

First Name	Last Name	Position
Tashiba	Banks	Resource Teacher
Marcus	Palmer	Parent
Alexis	Williams	PTA President

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

## Parent Family and Engagement Committee Members

Principal: Melinda Modica

Parent Facilitator: Carreba Williams

Teachers: Carla Abraham (2nd Grade), Trameika Benton (Kindergarten), Marilyn James (3rd Grade), Brenda Swinton-Day (4th Grade), Kimberly Johnson (Art), Kathryn Daniel (Media Specialist), Tashiba Banks (Resource)

Parents: Marcus Palmer and Alexis Williams (PTA President)

Dodd will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the annual Title I meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program in the following ways:

- Continue to support the Parent Teacher Association (PTA) in order to foster parental and community involvement within the school.
- Coordinate and integrate parental involvement strategies with parental involvement strategies under other programs, such as state-run school programs.
- Involve parents on the Parent and Family Engagement Committee Team for school improvement. They are Marcus Palmer and Alexis Williams. The meeting is held the 2nd Tuesday of each month at 2:45 p.m.

David O. Dodd School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, David O Dodd Elementary School participates on the LRSD NNPS Southwest Cluster Team. For more information contact Carreba Williams 501-447-4313.

### TYPE 5 Decision Making

Include families as participants in school decisions, and develop parent leaders and representatives.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the annual Title I meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program in the following ways:

- Continue to support the Parent Teacher Association (PTA) in order to foster parental and community involvement within the school.
- Coordinate and integrate parental involvement strategies with parental involvement strategies under other programs, such as state-run school programs.
- Involve parents on the Parent and Family Engagement Committee Team for school improvement. They are Marcus Palmer and Alexis Williams. The meeting is held the 2nd Tuesday of each month at 2:45 p.m.

Dodd will engage parents in the evaluation of our parental involvement efforts in the following ways:

- Engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in 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.

Dodd will plan an annual Title I meeting that must be conducted separately in the following ways:

- Conduct an annual Title I meeting on September 5, 2019 for all parents and families who has a direct or indirect connection with David O Dodd Elementary. Contact Carreba Williams 501-447-4313
- Hold its annual Title I meeting September 5, 2019 separate from any other meetings or activities to ensure that there is ample time to provide a description/explanation of Title I reservation of funds and what the funds will be utilized for, school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. They include in Math: Universal Screener and NWEA. In Literacy Screeners and NWEA.

David O. Dodd School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, David O Dodd Elementary School participates on the LRSD NNPS Southwest Cluster Team. For more information contact Carreba Williams 501-447-4313.

### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd Elementary will communicate with parents in the following ways to increase parent involvement and to support classroom instruction:

- Provide regular communication in writing in English and Spanish by posting parental involvement information in the foyer, in the parent center, office area, and on social media outlets.
- Schedule a minimum of two parent/teacher conferences per school year.
- Provide a survey to parents regarding Dodd's parent involvement policy and Dodd's Title I program. Contact – Carreba Williams 501-447-4313
- Send home a daily communication folder, agenda notebook, or post on Class Dojo, or Remind to communicate with a parent about their child's progress and behavior.
- Provide parents with an interim and quarterly report cards with information regarding their child's academic progress.

Dodd will use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year in the following ways:

- Ask parents to fill out a parent interest survey during parent conferences or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. Contact Carreba Williams 501- 447- 4313
- Use the results of the parent interest survey to plan the parental involvement activities for the year. Contact Carreba Williams 501-447-4313
- Evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. Contact Carreba Williams 501-447-4313
- Send flyers home with students, post notices in our school facilities and on our social media platforms, and utilize parent link to provide information about parent and family engagement workshops and meetings.
- The parent and family engagement plan and packet will be available during parent teacher conferences. They will also receive the schools website information to access the plan and packet online.
- Our schools bilingual staff member translates our written forms of communication in their home language.
- Parents will have the opportunity to sign off on the district's parent and family engagement plan during parent teacher conferences.

David O. Dodd School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, David O Dodd Elementary School participates on the LRSD NNPS Southwest Cluster Team. For more information contact Carreba Williams 501-447-4313.

#### TYPE 2 Communicating

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

#### TYPE 4 Learning at Home

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

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd will work with parents to update a School-Parent-Compact in the following way:

- Discuss the School-Parent Compact with parents, staff and students during parent meetings such as math and literacy nights. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which Dodd staff and parents will build and develop.

DAVID O. DODD ELEMENTARY

TITLE I SCHOOL COMPACT

2019-2020

Parent/Guardian: I want my child to achieve. Therefore, I will:

- Make sure my child attends school regularly, on time and with all required work.
- Read with my child and establish a time for homework.
- Attend parent/teacher conferences (at least 2) and join PTA.
- Support the discipline plan, rules, regulations and uniform policy of the school.

Student: It is important that I work to do my best. Therefore, I will: Follow all P.A.W.S expectations

- Engage with staff and peers in a Positive manner.
- Act responsibly throughout the entire day.
- Work with Integrity.
- Show respect for adults, peers and myself.

Teachers: It is important that students achieve. Therefore, I will:

- Provide challenging instruction and meaningful homework.
- Hold (at least 2) parent conferences for each student and join PTA.
- Communicate regularly with parents about their child's progress.
- Encourage student to Believe, Achieve and Succeed!!!

Principal: It is important that students have every opportunity to be successful.

Therefore, I will:

- Ensure appropriate curriculum is provided and available to all students.
- Supervise instruction and ensure instructional practices are effective in meeting student needs.
- Ensure school instructional time is valued and protected from disruption.
- Promote peer learning through teaming and observations.
- Ensure there is an alignment between classroom work and professional learning.
- Provide consistent communication between home and school.

Parent: \_\_\_\_\_

Student: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade \_\_\_\_\_

Principal: \_\_\_\_\_

PRIMARIA DAVID O. DODD

CONVENIO ESCOLAR DEL TITULO I

2019-2020

Padres/Representantes: Quiero que mi hijo lo logre. Por lo tanto, yo:

- Me aseguraré que mi hijo asista a la escuela regularmente, puntual y con todas sus asignaciones solicitadas
- Asistiré a las conferencias de padres/maestros (al menos 2) y me uniré a la Asociación de Padres y Maestros (PTA por sus siglas en inglés)
- Apoyaré el plan de disciplina, reglas, regulaciones y políticas de uniforme de la escuela.

Estudiantes: Es importante esforzarme en dar lo mejor de mí. Por lo tanto, cumpliré con todas las expectativas de P.A.W.S

- Participar con el personal y amigos de una manera Positiva.
- Actuar responsablemente durante el día
- Trabajar con integridad
- Mostrar respeto hacia los adultos, amigos y a mí persona.

Maestros: Es importante que los estudiantes lo logren. Por lo tanto, yo:

- Proveeré enseñanza que los desafíen y una tarea significativa.
- Tendré (al menos 2) conferencias con los padres por cada estudiante y me uniré al PTA
- Me comunicaré regularmente con los padres acerca del progreso de sus niños
- ¡¡¡Animaré a que los estudiantes Crean, Logren y sean Exitosos!!!

Directora: Es importante que los estudiantes aprovechen cada oportunidad para ser exitosos: Por lo tanto, yo:

- Me aseguraré que se proporcione un currículo apropiado y que esté disponible para todos los estudiantes.
- Supervisaré la enseñanza y me aseguraré que las prácticas de enseñanzas sean efectivas y satisfagan las necesidades de los estudiantes.
- Me aseguraré que el tiempo de enseñanza sea valioso y no sea interrumpido.
- Promoveré el aprendizaje entre amigos, a través de observaciones y trabajo en equipo.
- Me aseguraré que haya alineamientos entre el trabajo en el salón de clase y el aprendizaje profesional.
- Proveeré, una comunicación consistente entre el hogar y la escuela.

Padre: \_\_\_\_\_

Estudiante: \_\_\_\_\_

Maestra: \_\_\_\_\_ Grado \_\_\_\_\_

Directora: \_\_\_\_\_

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Community. To support the six types of involvement, David O Dodd Elementary School participates on the LRSD NNPS Southwest Cluster Team. For more information contact Carreba Williams 501-447-4313.

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## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means our school's share of the required 1% reservation was \$1,030.20.

Dodd will:

- Conduct an annual Title I meeting on September 5, 2019 for all parents and families who has a direct or indirect connection with David O Dodd Elementary. Contact Carreba Williams 501-447-4313
- Hold its annual Title I meeting September 5, 2019 separate from any other meetings or activities to ensure that there is ample time to provide a description/explanation of Title I funds and how the funds will be utilized.
  - Title I funds will be used to cover the cost of professional development and professional literature such as:
    - Rosetta Stone for adult learners
    - Child care for adult classes
    - ESL instructor Certified
    - ESL instructor Classified
    - Refreshments for Family Literacy Night
    - General Supplies and Materials
    - Conference fees and travel for Parent Facilitator

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd will provide information to parents about volunteer opportunities in the following ways:

- Recruit parents to volunteer as mentors using the AR Kids Read Tutor Model and tutors to work with targeted

students. Contact Charlie Conklin 501-244-2661

- Provide professional development for teachers designed to enhance the understanding of effective parental involvement strategies. The professional development for administrators is designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. Contact Melinda Modica 501-447-4300
- Provide parent volunteer training Contact VIPS Office: Debbie Milam 501-447-4452

Offering one community wide event each semester to inform parents of strategies that increase student achievement and aid in successful school transitions. These events are a collaborative effort of the Little Rock School District's Southwest Side Cluster of schools. For more information please contact Carreba Williams 501-447-4313, or Kaye Rainey, the districts Parental Involvement Coordinator at 501-447-3358.

### TYPE 3 Volunteering

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

Coordinate and integrate parental involvement strategies with parental involvement strategies under other programs, such as state-run preschool programs. Contact Carreba Williams 501-447-4313

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd Elementary will plan the following meetings to increase parent and family engagement and build staff and parent and family capacity at Dodd:

Calendar of Events Date Contact (447-4300)

Open House/Literacy Night September 5, 2019 C. Williams/ M. Modica / M. James

Title One Meeting September 5, 2019 Carreba Williams/ Melinda Modica

Spanish Heritage Month

September 15-October 15,  
2019

Terri Huckelby/ Carreba Williams  
Book Fair September 16-20, 2019  
February 2020 Kathryn Daniel  
Grandparent's Week September 17- 18, 2019 Melinda Modica  
Parent Teacher Conferences October 10-11, 2019  
February 20-21, 2020 Dodd Teachers  
Fall Carnival October 2019 Carreba Williams/ Brenda Day  
Book Character Dress Up Day and Parade October 31, 2019 Kathryn Daniel  
Honors Assembly \*November 2018  
\*January 2019  
ViPS Reading Day November 2018 Kathryn Daniel  
Math Night \*January 2020 Marilyn James  
Holiday Music Program \*November 2019 Boyce Pearson  
Media Literacy Day/ Winter Book Giveaway December 20, 2019 Kathryn Daniel

100th Day of School Celebration  
February 2020 Lydia Dillon  
Black History Program February 2020 Boyce Pearson/ Terri Huckelby  
Dr. Seuss/Read Across America Week Celebration March 2020 Kathryn Daniel  
Poetry Month April 2020 Kathryn Daniel  
ViPS: An Evening for the Stars Parent Volunteer Appreciation Breakfast  
TBA Kathryn Daniel/Carletta Burchett/ Melinda Modica  
Cinco de Mayo May 2020 Terri Huckelby  
P3 Celebration P4 Celebration May 2020  
Sarah Buffalo/ Lee Wilson  
Field Day \*May 2020 Alex Blake  
Fifth Grade Promotion  
Summer Reading promotion and Summer Book Give Away \*May 2020  
Elizabeth Warford/ Sara Mcpherson/  
Kathryn Daniel

- Tentative Dates- Subject to change

Dodd will provide resources for parents in the following ways:

- Distribute informational packets each year that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents

can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...). Contact Carreba Williams 447-4313

- Promote and support responsible parenting 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/ have the materials for review. Contact Carreba Williams 447-4313

Offering one community wide event each semester to inform parents of strategies that increase student achievement and aid in successful school transitions. These events are a collaborative effort of the Little Rock School District's Southwest Side Cluster of schools. For more information please contact Carreba Williams 501-447-4313, or Kaye Rainey, the districts Parental Involvement Coordinator at 501-447-3358.

Dodd will use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year in the following ways:

- Ask parents to fill out a parent interest survey during parent conferences or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. Contact Carreba Williams 501- 447- 4313
- Use the results of the parent interest survey to plan the parental involvement activities for the year. Contact Carreba Williams 501-447-4313
- Evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. Contact Carreba Williams 501-447-4313

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#### TYPE 1 Parenting

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

#### 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 as participants 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.

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Dodd Elementary will plan the following meetings to increase parent and family engagement and build staff and parent and family capacity at Dodd:

Calendar of Events Date Contact (447-4300)

Open House/Literacy Night September 5, 2019 C. Williams/ M. Modica / M. James

Title One Meeting September 5, 2019 Carreba Williams/ Melinda Modica

Spanish Heritage Month

September 15-October 15,

2019

Terri Huckelby/ Carreba Williams

Book Fair September 16-20, 2019

February 2020 Kathryn Daniel

Grandparent's Week September 17- 18, 2019 Melinda Modica

Parent Teacher Conferences October 10-11, 2019

February 20-21, 2020 Dodd Teachers

Fall Carnival October 2019 Carreba Williams/ Brenda Day

Book Character Dress Up Day and Parade October 31, 2019 Kathryn Daniel

Honors Assembly \*November 2018

\*January 2019

ViPS Reading Day November 2018 Kathryn Daniel

Math Night \*January 2020 Marilyn James

Holiday Music Program \*November 2019 Boyce Pearson

Media Literacy Day/ Winter Book Giveaway December 20, 2019 Kathryn Daniel

100th Day of School Celebration

February 2020 Lydia Dillon

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Dr. Seuss/Read Across America Week Celebration March 2020 Kathryn Daniel

Poetry Month April 2020 Kathryn Daniel

VIPS: An Evening for the Stars Parent Volunteer Appreciation Breakfast

TBA Kathryn Daniel/Carletta Burchett/ Melinda Modica

Cinco de Mayo May 2020 Terri Huckelby

P3 Celebration P4 Celebration May 2020

Sarah Buffalo/ Lee Wilson

Field Day \*May 2020 Alex Blake

Fifth Grade Promotion

Summer Reading promotion and Summer Book Give Away \*May 2020

Elizabeth Warford/ Sara Mcpherson/

Kathryn Daniel

- Tentative Dates- Subject to change

Include in Dodd's policy handbook Dodd's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Contact Melinda Modica 501-447-4300 or the website: [www.lrsd.org](http://www.lrsd.org)

- Parents can access their child's grades through E-School. Parents can have access to online resources such as Lexia to track their child's progress. Parents may use e-mail to communicate with members of the school staff. Each classroom teacher is responsible for maintaining their classroom e-mail.

Dodd's principal has designated a certified staff member who is serving as facilitator: Carreba Williams 501-447-4313

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Dodd will provide information to parents about volunteer opportunities in the following ways:

- Recruit parents to volunteer as mentors using the AR Kids Read Tutor Model and tutors to work with targeted students. Contact Charlie Conklin 501-244-2661
- Provide professional development for teachers designed to enhance the understanding of effective parental involvement strategies. The professional development for administrators is designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. Contact Melinda Modica 501-447-4300
- Provide parent volunteer training Contact VIPS Office: Debbie Milam 501-447-4452

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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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Information regarding your school and team were not included on the form.	10/7/2019
<b>2: Annual Title I Meeting:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please clarify bullet 5. Your Title I meeting should be for all parents not just for "parents of students who participate in the Schoolwide Title I Program".	10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/7/2019
<b>5: Reservation of Funds:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,030.20. Your school's parents should have a voice regarding the use of these funds.	10/7/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
 Don Roberts Elementary School (Little Rock School District)  
 16601 Lamarche Dr  
 Little Rock AR 72223  
 501-447-8300

### School Parent and Family Engagement Plan

<b>School Name:</b>	Roberts Elementary
<b>Facilitator Name:</b>	Allison Weatter
<b>Plan Review/Revision Date:</b>	10/1/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Steven	Helmick	Principal
Allison	Weatter	Counselor
Tracye	Thomason	Counselor
Carman	McBride	EAST Facilitator
Jennie	Coy	TECH Specialist
Jill	Johnson	Media Specialist

**Committee Members, Role:**

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

First Name	Last Name	Position
Nathalie	Coulter	Assistant Principal
Julie	Stewart	Assistant Principal
Danny	Albright	Parent
Misty	Yant	PTA President and Parent

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**



- Involving parents/families on school improvement planning committees. To support this process, our school will offer both school staff and parent/family training on how to contribute to this process in a meaningful way. For more information, contact Steven Helmick at 447-8302.
- Asking parents/families to serve on curricular and instructional review committees. To support this process, we will offer both school staff and parent/family training on how to contribute to this process in a meaningful way. For more information, contact Julie Stewart at 447-8352.
- Enabling the formation of a Parent Teacher Association or organization that will foster parent and family engagement and community involvement within the school.
- To participate on the ACSIP Committee contact Steven Helmick at 447-8302.

Don R. Roberts Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Don R. Roberts Elementary School participates on the LRSD NNPS West School Cluster Team. For more information, contact Allison Weather at 447-8311.

## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The principal will hold a Title 1 Annual Meeting with parents on the night of the Math and Literacy Carnival. The stand alone meeting will take place on October 29, 2019 before the carnival begins. The meeting will address our status as a Title 1 School that is in the Targeted Assistance Phase. Information is shared about requirements of spending title 1 funds at our school. The principal will open it up to parent and community questions. The meeting will take place from 5:00pm - 5:30pm.

If you have further questions you can reach Steven Helmick at 501-447-8302.

## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Distributing a monthly newsletter to families that is developed with participation of the parent-school organization, principal, staff and parent/family volunteers. It includes school news, a calendar of school activities,

and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. Flyers are distributed on an as needed basis promoting school events. Classroom Teachers and the PTA provide monthly newsletters. For more information, you may contact Steven Helmick at 447-8302.

- Creating a school wide web site to house calendar of events and staff contact information. Parents can access their child's grades through HAC using a PIN number they received at the beginning of the school year. Parents/families may use e-mail to communicate with members of the school staff. Jennie Coy is responsible for the school's website and HAC information. You may contact her at 447-8332.
- Utilizing student folders and/or agenda books in an effort to increase communication between home and school. Student papers and work samples will be sent home each week. Parents will be asked to sign the folder/agenda book and send it back to school. For more information, you may contact your child's classroom teacher at 447-8300.
- Teachers routinely contacting parents on an individual basis to communicate about their child's progress.
- The classroom teachers provide parents with an interim report every 4 1/2 weeks, and report cards every 9 weeks with information regarding their child's academic progress. For more information, contact 447-8300.
- Offering parents/families a special workshop each year on the school's approach to school improvement which includes school wide test results. Meet the Teacher is held in August. For more information, contact Nathalie Coulter at 447-8304.
- Offering one community wide event each semester to inform parents/families of strategies that increase student achievement and aid in successful school transitions. These events are a collaborative effort of the Little Rock School District's West Side Cluster of schools. For more information, please contact Allison Weatter at 447-8311 or Kaye Rainey, the district's Parent and Family Engagement Coordinator at 447-3358.
- Sending home brochures with students, posting notices in school facilities and public buildings, and providing information for local newspapers and radio stations about parent workshops and meetings. For more information, contact Allison Weatter at 447-8311.

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- This compact will outline 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. For more information, contact the Counselors' Office at 447-8300.

Don R. Roberts Elementary's mission is to encourage, engage, and equip students for educational and personal excellence in a diverse and global community.

With our students, staff, families, and community at our core, we will:

- Encourage innovation, creativity, and risk- taking
- Celebrate a culture of belonging
- Strive for the safest learning environment
- Commit to identifying and eliminating barriers to educational achievement for all learners
- Facilitate the equitable use of resources to meet the needs of all learners
- Reflect on and implement best instructional and organizational practices

Committing to these values allows us to "Always Do The Right Thing!"

These core values guide our decision making and provide a solid standard in any decision or discussion that takes place in our school in relation to student and family success while at Roberts.

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## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019 - 2020 preliminary Title 1 Part A allocation was greater than \$500,000 which means that Roberts will be receiving \$1,086.30 as a part of 1% of these funds. A meeting will be held with parents and staff to determine how to best utilize these funds. Initial thoughts are to utilize the funds for a spring evening event for parents that will focus on family engagement through a presentation and discussion on human trafficking of young students, specifically pre-teen age in partnership with our feeder middle school, PVMS.

If you have further questions you can reach Steven Helmick at 501-447-8302.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Roberts is committed to the establishment of an active PTA. If interested in joining the Roberts PTA, membership forms are located at the school office and on the Roberts websites [www.robertseagles.org](http://www.robertseagles.org) & [www.robertsrocks.org](http://www.robertsrocks.org). There are many functions that require parent assistance, and all volunteers are welcome. All families are encouraged to become involved in this association. First PTA Meetings for 2019-20 is: August 16 (8:00 a.m.), Membership dues start at \$5.00

- Providing a list of volunteer opportunities and soliciting ideas for other types of volunteer efforts during orientation. Teachers and Staff will explain the requirements to parents/families and encourage them to become involved in the school. Brief training sessions will provide parents, families, and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful. These volunteer opportunities will be provided at Meet the Teacher and the first PTA meeting of the year. For more information, contact Allison Weather at 447-8311.
- Working with the various LRSD middle schools to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. For more information, contact Tracye Thomason at 447-8312.
- Providing tips and strategies for parents/families regarding how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to 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.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Providing Family math and reading nights that give an opportunity for parents and their children to experience the school environment in a positive and helpful manner while school staff may provide any needed assistance or encouragement. Math and Literacy Carnival will be held October 29, 2019. For more information, contact the school at 447-8300.
- Planning various meetings to be held at different times during the day or evening to better accommodate parents/families.
- Recruiting outside speakers to provide parents/families with more information concerning ways to make their child's academic life more successful. For more information, contact Allison Weather for more information at 447-8311.
- Conducting an orientation for parents at each grade level to inform them about school policies, expectations, curriculum, and opportunities for parent and family engagement. Our Meet the Teacher is scheduled for August 8, 2019. For more information, contact your child's classroom teacher at 447-8300.
- Scheduling individual conferences with parents. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in a discussion of how they can support these efforts. Conferences for this school year are scheduled for October 10-11, 2019 and February 20-21, 2020.
- Various activities will be provided to engage parents and families and build upon home to school partnerships. The activities are listed in the Parent & Family Engagement Information Packet. The packet is display on our webpage <https://www.robertseagles.org/> and [www.lrsd.org](http://www.lrsd.org).
- Various parenting materials are available in the parent/family center which is located on the first floor to the right of the main entry. Materials are also available through the PTA website and Roberts PTA Facebook page.
- The opportunity to check out materials, use the computer to check grades, and visit educational websites. Parents/families will be encouraged to view the ACSIP Plan located in the parent/family resource center or media center.
- 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.
- Informational packets will be provided that includes a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/families/ teachers/students and school, suggestions of ways parents/families can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents/families and teachers to communicate (notes, phone calls, e-mail...).
- The school's/district's policy handbook which explains the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE.
- For more information regarding resources and materials contact Allison Weather, Parent Facilitator at 447-8311.

- An evaluations survey will be available at both West Cluster District Events. The survey will collect specific information on the (1) growth in number of parents/families participating in workshops and meetings; (2) specific needs of parents/families; (3) effectiveness of specific strategies; and (4) engagement of parents/families in activities to support student academic growth.
- For more information, contact the Counselor's Office at 447-8311.

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Providing Family math and reading nights that give an opportunity for parents and their children to experience the school environment in a positive and helpful manner while school staff may provide any needed assistance or encouragement. Math and Literacy Carnival will be held October 29, 2019. For more information, contact the school at 447-8300.
- Planning various meetings to be held at different times during the day or evening to better accommodate parents/families.
- Recruiting outside speakers to provide parents/families with more information concerning ways to make their child's academic life more successful. For more information, contact Allison Weather for more information at 447-8311.
- Conducting an orientation for parents at each grade level to inform them about school policies, expectations, curriculum, and opportunities for parent and family engagement. Our Meet the Teacher is scheduled for August 8, 2019. For more information, contact your child's classroom teacher at 447-8300.
- Scheduling individual conferences with parents. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in a discussion of how they can support these efforts. Conferences for this school year are scheduled for October 10-11, 2019 and February 20-21, 2020.
- Various activities will be provided to engage parents and families and build upon home to school partnerships. The activities are listed in the Parent & Family Engagement Information Packet. The packet is display on our webpage <https://www.robertseagles.org/> and [www.lrsd.org](http://www.lrsd.org).

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Don R. Roberts Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent

participation and involvement in the school and community. The model is researched 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, Don R. Roberts Elementary School participates on the LRSD NNPS West School Cluster Team. For more information, contact Allison Weather at 447-8311.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The school's annual Title I meeting is a "stand alone" meeting. Please provide clarification.	1/15/2020
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/7/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,086.30. Your school's parents of participating students (Title I Targeted Assistance Program) should have a voice regarding the use of these funds.	1/15/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

Our school's 2019-2020 Parent and Family Engagement Plan is currently under review. As soon as, our plan is approved, we will post it on our school's webpage.



Thank you for your patience.

# Forest Heights STEM Academy



## Parent and Family Engagement Plan 2019-2020

Amy Cooper, Principal  
Nick Anderson, Assistant Principal  
Barbara Kirkpatrick, Assistant Principal  
Laura Gowan, Parent Facilitator



## History of Forest Heights STEM Academy

Forest Heights STEM Academy began as Forest Heights Junior High School in September 1955, serving students in grades 7 through 9. It later became a middle school with a focus on students in grades 6 through 8. The school was remodeled in 2008 and 2009, adding two additional wings to accommodate the growing population. In 2014, the Little Rock School District transformed the middle school into a STEM school serving students in grades K-8. The current, newly renovated school is now a new source of pride for the Little Rock School District. It offers students with interests in Science, Technology, Engineering, and Mathematics (STEM) school-wide enrichment experiences, project-based learning, real-world applied learning, career awareness, and other STEM specific activities. Courses align with Common Core state frameworks and content standards and provide students with in-depth learning opportunities in the areas of science, technology, engineering, and mathematics. Programs also encompass higher level engagement of humanities, the arts, communication skills, and social studies concepts needed for students to develop into global citizens. Forest Heights STEM Academy is located at 5901 Evergreen Drive, Little Rock, Arkansas.

**School Mission:** The mission of Forest Heights STEM Academy (FHSA) is to prepare students to compete in our global economy by equipping them with skills that are not confined and isolated within one discipline, but are found between and across the disciplines of Science, Technology, Engineering, and Math. Students will participate in STEM projects acting as scientist, engineers, and mathematicians as they design and conduct learning projects and then communicate their results.

### **Parent and Family Engagement Committee Members:**

1. Amy Cooper, Principal and Parent
2. Barbara Kirkpatrick, Assistant Principal
3. Nick Anderson, Assistant Principal
4. Laura Gowan, Parent and Family Engagement Facilitator
5. Amber Harbin, FHSA STEM Specialist
6. Ashley Harris, FHSA Technology Specialist and Parent
7. Kelli Allen, FHSA Math Facilitator and Parent
8. Lee Smith, PTSA President

Forest Heights STEM Academy Parent and Family Engagement Plan recognizes that communication between home and school promotes instruction, increases understanding, and is meaningful. Forest Heights STEM Academy supports the development, implementation, and regular evaluation of its Parent and Family Engagement Program to involve parents in the decision practices of the Little Rock School District. The principal has designated one certified staff member to serve as a parent facilitator. The parent facilitator organizes meaningful training for staff and parents to help promote and encourage a welcoming atmosphere for parent and family engagement at Forest Heights STEM Academy. The parent facilitator ensures

that personal participation is recognized as an asset to the student and the school. The person serving as the Parent Facilitator receives supplemental pay for the assigned duties as required by law. The Parent Facilitator will upload the informational plan through our school app and website and notify parents using the app and social media devices. Copies of the information packet and engagement plan will also be available in the parent center and well as conferences for parents to sign-off on. Communication will be provided to parents in their language using our school website which offers 15 language options. Contact person Laura Gowan, Parent Facilitator 447-2700.

### ***School-Parent Compact***

As a component of the school/teacher/parent/student involvement policy, Forest Heights STEM Academy asks all parties involved to sign a compact. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement. A Student Success Plan will be developed for eighth (8<sup>th</sup>) grade students. The FHSA handbook is included in our student agenda books. Forest Heights STEM Academy provides reasonable access to staff through multiple communication tools including but not limited to email, phone, face to face, FHSA app, and teacher selected forums. Parents are welcome and encouraged to volunteer and attend conferences to provide frequent reports on progress throughout the school year. Forest Heights STEM Academy offers a variety of opportunities for families and community members to become involved in student learning through concerts, Appalalooza, STEM Night, Fall Fest, Science Fair, Winter Baazer, and much more. Contact Person: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2761.

### ***Resources for Parents***

To promote and support responsible parenting, Forest Heights STEM Academy encourages parents to take advantage of the Parent Center. The Parent Facilitator maintains the Parent Resource Center which is located on the first floor of the main building. The Parent Center is open from 7:40 – 3:00 p.m. Monday through Friday. Information available for review or check out in reference to home-school family activities includes:

- Parenting Books and Magazines
- Math and Literacy Information and Recommendations for Games
- Volunteer Opportunities
- Parenting Tips (available in English and Spanish)
- Nutrition/Healthy Lifestyles Information
- Work Force Opportunities
- Community Resources Information
- Home and Safety Tips
- School Readiness Materials
- Reading area for parents and children
- Handwriting area

- School Technology Guides
- Website: <http://forestheightsstem.com>

These and other relevant parenting materials will be available pursuant to Act 397 of 2009 to assist parents in building skills to provide the knowledge necessary to successfully assist students in the learning process. FHSA will coordinate with businesses and partners including Bright Futures and St. Vincent to provide resources and support for parent engagement.

### ***Parent Involvement Evaluation***

Forest Heights STEM Academy will engage parents in an Annual evaluation of the Title I, Part A Program. A comprehensive needs assessment will be filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents, and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. The collection of evidence will provide helpful information on the (1) growth in 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 academic growth. Contact person: Laura Gowan, Parent Facilitator 447-2761.

### ***Parental Involvement Surveys***

At Forest Heights STEM Academy parents will participate in a parent interest survey. The survey provides information concerning the activities parents feel are most beneficial in supporting their child. The information is also used to plan parent and family engagement activities for the year. Surveys are given in October, February, and May to retrieve parent's perspectives at the beginning, middle and end of the school year.

Each year informational packets are distributed to parents that include: a copy of the school's parent and family engagement, a survey for volunteer interests, recommended roles for parents/teachers/students and the school, suggestions of ways parents can become involved in their child's education, and information about the system that is used to allow parents and teachers to have an open line of communication, via, notes, phone call, e-mail and HAC. Contact person: Laura Gowan, Parent Facilitator, 447-2761. To encourage communication FHSA has developed a school wide web site, individual teacher websites, and a PTSA web site. On our website, (<http://www.forestheightsstem.com/>) parents will be able to check events, and view the parent and family engagement plan.

### ***Annual Title I Meeting***

Forest Heights STEM Academy is a school-wide Title I school that serves K-8th grades. Forest Heights STEM Academy conducts an Annual Title I meeting for parents of the students who participate in the Title I, Part A Program. The school's Annual Title I meeting is separate from any other meetings or activities to ensure ample time to provide a description/explanation of

Title I reservation of funds, school curriculum, information on forms of academic assessments that are used to measure student progress, and information on proficiency level students are expected to meet. The agenda, sign-in sheet, and the minutes for this meeting are generated separately from any other events and kept on file in Title I Facilitator's office. Contact persons: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2761.

### ***Communication Strategies***

Classroom teachers will utilize a variety of methods to maintain effective two-way communication with parents, such as the school website, PTSA website, classroom teacher websites, e-mails, classroom teacher newsletters, class dojo, agenda books and Google Classroom. Also, parents can access their child's grades through HAC using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. Each classroom teacher is responsible for maintaining their classroom website. Amber Harbin and Ashley Harris, are responsible for the school's website and our HAC information contact is Latoya Lamb. You may contact her at 447-2728.

Forest Heights STEM Academy teachers will send home a folder containing student papers and work each week. Some teachers may decide to alter the return times of homework given in class, but will communicate their individual policy by letters and in conferences. Parents will be asked to sign the folder and send it back to school. For more information you may contact your child's classroom teacher at 447-2700.

The teachers of Forest Heights STEM Academy will provide parents with grades (interim report/report card) regarding their child's academic progress. HAC is used for checking grades and retrieving attendance information. Each student will be given an HAC log-in. For more information contact the school at 447-2700.

Forest Heights STEM Open House/Eagle Extravaganza is held in August and an NWEA/ACT Aspire Parent event is held in March. For more information contact: Ashley Harris (test coordinator) or Laura Gowan (test coordinator and parent and family engagement facilitator) at 447-2700.

Forest Heights STEM Academy will plan various meetings to be held at different times during the day or evening to better accommodate parents.

Forest Heights STEM Academy teachers will schedule individual conferences with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Conferences for this school year are scheduled for October 10<sup>th</sup> and 11<sup>th</sup>, 2019 and February 20<sup>th</sup> and 21<sup>st</sup>, 2020.

Forest Heights STEM Academy will conduct an ACT Aspire Night/NWEA event each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. This session will be facilitated by Ashley Harris (test coordinator) and Laura Gowan (test coordinator) in coordination with the Testing and Evaluation Department. For more information call 447-2700.

### ***Developing, Implementing and Evaluating Title I, Part A***

Forest Heights STEM Academy has parent representatives who attend the monthly PTSA council meetings. Parents are involved in an organized, ongoing, and timely way, in the planning, review and improvement of the school's Title I program, including the planning, review, and improvement of the school parental and family engagement policy and the joint development of the school-wide program plan. To support this process parents are provided timely information about Title I programs. Parents are asked to serve on curricular and instructional review committees. To support this process, the school provides a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet. Contact person: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2700.

### ***Parent Volunteer Opportunities***

Forest Heights STEM Academy is committed to providing opportunities for the maximum growth and development of each student. Parents have reasonable access to staff, opportunities to volunteer and participate in their child's class and daily academic life, and observation of classroom activities. Volunteer sign-up sheets are available during registration, PTSA meetings, and Family nights and in our main office. Opportunities for parent and family engagement are integrated and coordinated through the parent facilitator, administrative staff, teachers, and the PTSA. Parents volunteer to assist with field trips, honors award incentives, Eagle Extravaganza, celebrations, main office duties, concerts, sporting events and other areas as needed. Ms. Lee serves as our PTSA President. She may be contacted by calling 501-447-2700. Dues are \$10.00 and may be paid through the school or directly to Ms. Lee. You may also contact our Parent Facilitator, Laura Gowan at 447-2700.

Staff development opportunities, as required by the State Board of Education's Standards of Accreditation of Arkansas Public Schools, are offered every other year. Two hours of professional development is designed to enhance the understanding of effective parent and family engagement strategies. Three hours of professional development are also offered to our school administrators. This professional development is designed to enhance an understanding of effective parent and family engagement strategies and the importance of school leadership in setting expectations and creating a climate conducive to parental participation. Contact Person: Laura Gowan, Parent Facilitator 447-2700.

## **National Network of Partnership Schools**

Forest Heights STEM Academy is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The 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, Forest Heights STEM Academy participates on the LRSD NNPS Forest Heights STEM Academy West Cluster Team. Contact Person: Laura Gowan, Parent Facilitator 447-2700.

AR  
 Forest Park Elementary School (Little Rock School District)  
 1600 North Tyler Street  
 Little Rock AR 72207  
 501-447-4500

### School Parent and Family Engagement Plan

<b>School Name:</b>	Forest Park Elementary
<b>Facilitator Name:</b>	Anna Blair Williams
<b>Plan Review/Revision Date:</b>	10/1/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Theresa	Ketcher	Principal
Michelle	Graves	Library Media Specialist/Parent
Margaret	Gray	Counselor
Julianna	Reynolds	Academic Intervention Specialist/parent
Julia	Crow	PTA President
Melissa	Morgan	Parent

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Forest Park will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP Plan and family involvement efforts to engage them in the decision-making process in regards to student achievement by:

- Involving parents on school improvement planning committees.
- Enabling the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

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 and family engagement plan. The Parent and Family Engagement Committee (see list above) will meet in June to review the surveys and make revisions to the parental and family engagement plan. Anna Blair Williams is the Parent Facilitator. Please contact Anna Blair Williams at via email at

annablair.williams@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 Julia Crow 860-1412 for information concerning the Forest Park PTA.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

N/A

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Forest Park Parent and Family Engagement Information Packet has been created to support classroom instruction and increase parent and family engagement. The Forest Park Parent and Family Engagement Information Packet will include the Forest Park Elementary School Parent and Family Engagement 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 newsletters. All families receive a directory at the beginning of the school and all students have agendas that include the plan. We also provide copies in the main office and it can be found online. Teachers will communicate the availability of the plan to parents via the weekly newsletter, classroom emails, and PTA Eblast. Teachers and parents will have access to the plan during parent teacher conferences. The ESL coordinator works with teachers to have an interpreter available for conferences as needed. The district translates important letters and documentation. Contact Anna Blair Williams (447-4592) for more information.

- HAC (Home Access Center) – Contact Michelle Graves/447-4506).
- 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 Ms. Holmes (secretary) (447-4500).
- Parent Conferences – October 11, 2019 and February 21, 2020
- Interim Reports – Please check HAC for grades--Contact Theresa Ketcher (447-4502)
- Report Cards – Reports will be on HAC– 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).

- 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 – 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.
- Forest Park PTA E-blasts and Website – Go to [www.forestparklr.com](http://www.forestparklr.com) ; Contact Julia Hamra (258-8045).
- Watch D.O.G.S. Dads Website – Go to <https://sites.google.com/site/forestparkwatchdogs/>. Lobby Power Points – Contact Michelle Graves (447-4506).
- Forest Park Directory – Contact Courtney Black (355-7638) ([triciaccr@gmail.com](mailto:triciaccr@gmail.com)) Parents may contact Forest Park staff members through email or by phone.
- Forest Park Parent and Family Engagement Information Packet – September of each year located in Forest Park Student Agenda Books and the Forest Park Directory. Contact Anna Blair Williams (447-4592).

TYPE 2

Communicating

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

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Forest Park Elementary will work with parents to create/revise a School-Parent-Compact. The compact will outline 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. For more information contact Theresa Ketcher, Principal, 447-4500 or Anna Blair Williams, 447-4592.

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

N/A

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Forest Park will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP Plan, Parent and Family Engagement Plan, and family involvement efforts to engage them in the decision-making process in regards to student achievement by:

- Involving parents on school improvement planning committees.
- Enabling the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

Forest Park provides instruction to parents on LRSD curriculum and how to incorporate developmentally appropriate learning activities in the home environment through classroom meetings, weekly newsletters, and parent conferences. 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-Anna Blair Williams/447-4592)

Forest Park involves parents on school improvement planning committees:

- Leadership Team (Theresa Ketcher/447-4502)
- Planning, Grants, and Acquisition Committee (STEM, Recycling, and Garden Project) (Julia Crow 860-1412)
- Public Relations Committee (Student Recruitment, Watch D.O.G.S., and Little Rockers Marathon) (Megan Irwin 951-9112)
- Hospitality Committee (Holly Beth Willis/590-5939)
- Events Committee (Fall Social, Stride Pride Day, Pumpkins in the Park, FluMist Clinic, Art in the Park, Field Day, Spacecamp, and Graduation) (Elizabeth Clark 681-2918)
- Education Committee (Accelerated Reader Incentive Program, Chess Club, Art and Music Liaisons, Book Club) Brook Hicks (231-3511)

TYPE 3

Volunteering

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

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Forest Park Parent and Family Engagement Information Packet has been created to support classroom instruction and increase parent and family engagement. The Forest Park Parent and Family Engagement Information Packet will include the Forest Park Elementary School Parent and Family Engagement 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 newsletters. All families receive a directory at the beginning of the school and all students have agendas that include the plan. We also provide copies in the main office and it can be found online. Teachers will communicate the availability of the plan to parents via the weekly newsletter, classroom emails, and PTA Eblast. Teachers and parents will have access to the plan during parent teacher conferences. The ESL coordinator works with teachers to have an interpreter available for conferences as needed. The district translates important letters and documentation. Contact Anna Blair Williams (447-4592) 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 Robin Holmes at 447-4500 for appointments.

Forest Park will plan and implement the following activities to increase parent and family engagement by communicating strategies and tips to build staff and parent capacity:

Large Events – Julia Crow (860-1412)

- Pre-K and Kindergarten Pre-School Popsicle Party (August- Theresa Ketcher/447-4502)
- Open House (September, Theresa Ketcher/447-4502)
- Grade Level Parent Orientation Meetings – (September-Theresa Ketcher/447-4502)
- Patriotic Assembly (September 27, Mr. Higginbotham/447-4522),
- Stride Pride Day (October 2, Theresa Ketcher 447-4502)
- Parent Conferences, (October 11, 2019 and February 21, 2020) -Theresa Ketcher/447-4502)
- Accelerated Reader Parent Incentive Plan/Library Committee (Quarterly-Michelle Graves/447-4506)
- Pumpkins in the Park (October 4 at Forest Park) PTA- Elizabeth Clark (681-2918)
- Science Fair Parent Meeting and Science Fair (January-Jason Finney/447-9802)
- Pre-K/Kindergarten Recruitment Night (November-Theresa Ketcher/447-4502)
- Christmas Music Performances (December-Mr. Higginbotham/447-4522)
- End of the Year Awards Assembly (May-Theresa Ketcher/447-4502)
- Fifth Grade Graduation Ceremony (May-Theresa Ketcher/447-4502) Amanda Allison (PTA)
- Field Day (May-Staff and PTA) Melissa Morgan (366-3100)

Forest Park provides instruction to parents on LRSD curriculum and how to incorporate developmentally appropriate learning activities in the home environment through classroom meetings, weekly newsletters, and parent conferences. 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-Anna Blair Williams/447-4592)

Forest Park involves parents on school improvement planning committees:

- Leadership Team (Theresa Ketcher/447-4502)

- Planning, Grants, and Acquisition Committee (STEM, Recycling, and Garden Project) (Julia Crow 860-1412)
- Public Relations Committee (Student Recruitment, Watch D.O.G.S., and Little Rockers Marathon) (Megan Irwin 951-9112)
- Hospitality Committee (Holly Beth Willis/590-5939)
- Events Committee (Fall Social, Stride Pride Day, Pumpkins in the Park, FluMist Clinic, Art in the Park, Field Day, Spacecamp, and Graduation) (Elizabeth Clark 681-2918)
- Education Committee (Accelerated Reader Incentive Program, Chess Club, Art and Music Liaisons, Book Club) Brook Hicks (231-3511)

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. Robin Holmes at 447-4500. 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 Anna Blair Williams at 447-4592 for more information.

#### TYPE 1

#### Parenting

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

### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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 Robin Holmes at 447-4500 for appointments.

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- Field Day (May-Staff and PTA) Melissa Morgan (366-3100)

**9: Building Capacity - Discretionary.**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Forest Park Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Forest Park School participates on the LRSD NNPS West School Cluster Team. (Anna Blair Williams, 447-4592, annablair.williams@lrsd.org)

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.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/7/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
 Fulbright Elementary School (Little Rock School District)  
 300 Pleasant Valley Drive  
 Little Rock AR 72212  
 501-447-4700

### School Parent and Family Engagement Plan

<b>School Name:</b>	Fulbright Elementary School
<b>Facilitator Name:</b>	Jordan Sorrells and Addison Ivins
<b>Plan Review/Revision Date:</b>	9/3/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Sherkeyer	Jackson	Principal
Jordan	Sorrells	Music Specialist
Addison	Ivins	Teacher
Jennifer	Hendon	Speech Pathologist
Courtney	Childers	Parent
Ginger	Young	Parent

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright provides its parents with an opportunity to be involved in the development, implementation and evaluation of the school wide improvement plan by sharing the school's academic plan and highlighting how we can do more to become a better place for learning during our annual parent workshop. Our PTA fosters parental and community involvement within the school through varying efforts such as the quarterly "Reading is Fundamental (RIF)". Fulbright provides resources for parents and students and affords them an opportunity to work with and/or communicate their concerns through the school's Parent Facilitator. A suggestion/comment box for parents is conveniently located in the school's Parent Center, which is located on the lower level of the building across from the Kindergarten pods. In the Parent Center, parents and care takers, as well as community visitors may check out materials (e.g. Parenting books and magazines); select from a large variety of free parent related brochures, pamphlets and resources; and use the computer to check grades or visit educational websites during school hours (8:00am-2:00pm). Informational family packets are created annually and distributed to parents. The packet includes a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's

education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail). The school's handbook outlines the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. The LRSD handbook is also a valuable resource that is reviewed with students throughout the year and made available to parents.

Parent and Family Engagement Packet

2019-2020

Principal- Sherkeyer Jackson 447.4702

Parent Co-Facilitator- Addison Ivins 447.4730

Parent Co-Facilitator- Jordan Sorrells 447.4742

PTA President- Angela Hutsell 447.4700

Little Rock School District

Fulbright Elementary School

2019-2020 Parent and Family Engagement Plan

Our School's Mission: The mission of Fulbright Elementary School is to provide a quality, integrated educational program that motivates all children to reach their optimum intellectual, social, emotional and physical development. The students will develop positive attitudes and behaviors including an appreciation for ethnic and cultural diversity resulting in responsible citizenship.

Fulbright Elementary is charged with the responsibility of serving students in grades Pre-kindergarten through fifth grade. We are a needs improvement, Title I school working to meet the NSES standards as required by the Arkansas Department of Education. Our student population is comprised of 44.83% free and reduced lunch.

Parent and Family Engagement Committee Members

Sherkeyer Jackson, Principal

Jordan Sorrells, Music Specialist – Co-Chair Parent Facilitator

Addison Ivins, 1st Grade – Co-Chair Parent Facilitator

Ellen Kidd, Kindergarten

Jennifer Hendon, Speech Pathologist

Amanda Crosby, 5th Grade

Christy Allen, Speech Pathologist

Courtney Childers, Parent

Ginger Young, Parent

Fulbright will communicate with parents to increase parent and family engagement to support classroom instruction by:

- Distributing weekly/monthly newsletters published by teachers, specialists, and the principal;
- Publishing the "Parent Page", which is a school-wide publication developed with the participation of the PTA, principal, nursing staff and counselor;
- Maintaining a school website that provides parents access to classroom information; such as schedules, homework, newsletters;
- Providing parents access to student's academic progress through HAC



- Providing parents with consistent behavior notifications school-wide using Class Dojo
- Encouraging parents to use email and communication folders to routinely communicate with members of the school staff (e.g. teachers, specialists, etc.) on an individual basis regarding their child's progress;
- Requiring each teacher to send home a folder containing student papers and work samples each week
- Providing weekly reports, interim reports and report cards- a parent-teacher conference will accompany the first 9 weeks' report card to discuss students' progress;
- Offering parents special opportunities each year to voice their opinions and suggestions in regards to the school's approach to school improvement through parent surveys;
- Offering parents numerous opportunities to stay connected and informed about parent workshops, meetings, upcoming events, and planned activities through brochures/flyers sent home with students, notices posted around the school facilities, advertisement through the school's morning broadcast, and the use of the social media sites.

The Fulbright Administration, Grade Level Classroom Teachers (Pre-K through 5th), Specialists (Music, Art, PE, GT, Counselor, Reading Teacher and Multi-Site Math Facilitator) and the Parent-Teacher Association (PTA) plan/sponsor/host/facilitate numerous student-parent-family events throughout the year. All parties work together to ensure that the monthly meetings, activities and events promote a positive learning environment, encourage family participation, build teacher/staff and parent relationships, and increase parent and family engagement. Each event is thoughtfully planned with the parent/child relationship in mind.

Our year at a glance:

- Back to School Meet and Greet, August 12th - Sherkeyer Jackson/447-4702
- Boy Scout Night, September 12th - Sherkeyer Jackson/447-4702
- Girl Scout Night, September 12th - Sherkeyer Jackson/447-4702
- Fulbright Open House, September 5th - Sherkeyer Jackson/447-4702
- Title 1 Parent Meeting, September 5th – Sherkeyer Jackson/447-4702
- Falcon Fun Run Pep Rally, September 9th – PTA 447-4700
- Donuts for Dudes (Pre-K), TBA –Susan Shelton/447-4795
- Falcon Fun Run Event, September 20st – Catherine Thorpe & Annie Covington/PTA 447-4700
- Watch Dog Dad Pizza Party Night, September 24th - Rhonda Smith- Baker/447-4704
- Fall Carnival, October 4th -Cindy Kolb and Rachel Wayne, PTA/447-4700
- Hall of Fame Assembly, October TBA- Rhonda Smith- Baker/447-4704
- Fancy Fruit Feast, TBA – Susan Shelton/447-4795
- Fall Parent-Teacher Conferences, October 10th & 11th - Sherkeyer Jackson/447-4702
- Math Night/Literacy Night Fall TBA – Sherkeyer Jackson/447-4702
- PTA RIF Distribution #1, October 18th –Ryan Tiedeman/ PTA/447-4700
- Red Ribbon Week, October 23 – 31st - Rhonda Smith- Baker/447-4704
- Spelling Bee Competition, TBA - Hildy Dempster /447-4700
- Pre-K Thanksgiving Breakfast, TBA – Susan Shelton/447-4795
- Scholastic Book Fair, November 11th -15th -Celeste Molsbee / 447-4706 and Ginger Young/ 447-4700
- VIPs Reading Day, TBA- Celeste Molsbee /447-4706

- Grandparent's Days, November 14th- 15th –Amanda Tiner/ PTA/447-4700
- Hall of Fame Assembly, November TBA- Rhonda Smith- Baker/447-4704
- Musical Nights (4th Grade) December 12th – Jordan Sorrells/447-4742
- Classroom Holiday Celebrations, December 20th - Sherkeyer Jackson/447-4702
- Hall of Fame, January TBA- Rhonda Smith-Baker/447-4704
- PTA RIF Distribution #2, January 17th –Ryan Tiedeman/ PTA/447-4700
- Mother/Son Event, January 25th – Erin Goyne/ PTA/447-4700
- Father-Daughter Dance, February 7st –Laura Beth Baxter, PTA/447-4700
- Musical Nights (2nd Grade) February 13th – Jordan Sorrells/447-4742
- Classroom Valentine's Parties, February 14th – Sherkeyer Jackson/447-4702
- Spring Parent-Teacher Conferences, February 20th &21st - Sherkeyer Jackson/447-4702
- Hall of Fame Assembly, February TBA- Rhonda Smith-Baker/447-4704
- PTA Bright Night, March 2nd – Heather Winston, Courtney Childers, April VanHorn & Sarah Beth Lowe. PTA/447-4700
- PTA RIF Distribution #3, March 27th –Ryan Tiedeman / PTA/447-4700
- Brian and Terri Kinder Concert (Pre-K/K/CBI), March TBA - Sherkeyer Jackson/447-4702
- Hall of Fame Assembly, April TBA- Rhonda Smith-Baker/447-4704
- Arts Night, April TBA – Josh McCallister & Jordan Sorrells/447-4742
- Field Day, May 8th - Jennifer Horn/447-4748
- Hall of Fame Assembly, May TBA - Rhonda Smith-Baker/447-4704
- 5th Grade Graduation Celebration, May 15th OR 22nd -Amanda Crosby/447-4780

How we accomplish our goals:

Fulbright provides opportunities for parents and community members to support the foundation of the Little Rock School District's instructional programming through Reading Buddies, tutoring and mentoring. We will also compose and maintain a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents throughout the school year. Parental instruction of how to incorporate developmentally appropriate learning activities and strategies at home are provided through our schools' Literacy and Math Nights as well as other parent-specific trainings (e.g. Homework Help, HAC access, Myon training, etc.). Teachers and Building administration will provide professional development designed to enhance their understanding of effective parent and family engagement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

Fulbright school staff, parents, and students incorporate the use of a school-parent-student compact, which is distributed during our annual check-in/registration. This compact agreement 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. A copy of the compact agreement is kept in each student's permanent record and re-visited annually.

Fulbright provides its parents with an opportunity to be involved in the development, implementation and evaluation of the school wide improvement plan by sharing the school's academic plan and highlighting how we can do more to become a better place for learning during our annual parent workshop. Our PTA fosters parental and community involvement within the school through varying efforts such as the quarterly "Reading is Fundamental (RIF)". Fulbright provides resources for parents and students and affords them an opportunity to work with and/or communicate their concerns through the school's Parent Facilitator. A suggestion/comment box for parents is conveniently located in the school's Parent Center, which is located on the lower level of the building across from

the Kindergarten pods. In the Parent Center, parents and care takers, as well as community visitors may check out materials (e.g. Parenting books and magazines); select from a large variety of free parent related brochures, pamphlets and resources; and use the computer to check grades or visit educational websites during school hours (8:00am-2:00pm). Informational family packets are created annually and distributed to parents. The packet includes a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail). The school's handbook outlines the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solution. The LRSD handbook is also a valuable resource that is reviewed with students throughout the year and made available to parents.

Fulbright kindly asks that parents and guardians consider completing a parent interest survey prior to the end of the school year. The survey will enable parents to evaluate the activities and events that their child/family participated in throughout the year and give them an opportunity to submit honest feedback about the ones that were most beneficial in supporting their child(s) academic and social growth. The results of the parent interest survey will be used to plan the parent and family engagement activities for the upcoming school year.

Fulbright engages teachers, parents and school staff in the annual evaluation of its parent and family engagement efforts using a comprehensive needs assessment questionnaire. The parent and family engagement committee, made up of teachers, parents and school staff determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about the satisfaction of previous decisions made by the parent and family engagement committee, the school's efforts to increase parent and family engagement will be a part of 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 and personal growth.

Fulbright will host their annual Title 1 Meeting September 5th at 5:30. Fulbright will provide ample time to discuss a description/explanation of school funds, curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. Contact person: Sherkeyer Jackson, Principal, 447-4700.

As the Fulbright administration, faculty and staff strive to make this the best school year ever, we challenge all parents to plug in and be a part of our Fabulous Fulbright Family! Together we can ignite a spark in our students that will help them burn bright! We thank you in advance for your continued support and participation.

Fulbright Elementary is a proud member of John Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent and community participation and involvement in the school. The model is researched based and incorporates six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of parent and family engagement Fulbright Elementary School collaborates with the LRSD Westside NNPS School Cluster Team to make parent and family engagement a priority.

For more information, contact Jordan Sorrells (501) 447-4742 or Addison Ivins (501) 447-4730, Parent Facilitator Co-Chairs, or Sherkeyer Jackson, Principal, at (501) 447-4702.

## About Our Parent Resource Center

### Location and Hours of Operation

The Fulbright Parent Center is conveniently located on the 1st floor across from the Kindergarten pods. The daily hours of operation are 8:00 am to 2:00 pm Monday through Friday.

### The mission of our Parental focus

The purpose of the Parent Center is to actively engage parents and caregivers of our Fulbright students as full partners in their child's education. The Parent Center provides parents and guardians a place to access a computer with free internet service as well as resources and materials that support and encourage the home-school

connection.

Why we believe parents are important

They are Patient

They are Awesome

They are Respectful

They are Encouraging

They are Noble

They are Trustworthy

Join us

It takes a village. None of us can do this very important job alone!!! Please plan to stop by the Fulbright PARENT CENTER often. We have a wealth of information and knowledge to share.

For additional information or resources contact the Parent Facilitators, Jordan Sorrells at (501) 447-4742 or by email at [jordan.sorrells@lrsd.org](mailto:jordan.sorrells@lrsd.org) or Addison Ivins at (501) 447-4730 or by email at [addison.ivins@lrsd.org](mailto:addison.ivins@lrsd.org)

LITTLE ROCK SCHOOL DISTRICT

FULBRIGHT ELEMENTARY SCHOOL

HOME/SCHOOL LEARNING COMPACT

School Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

PARENT/GUARDIAN AGREEMENT

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

- Ensure that my child is on time each day and attends school regularly
- Support the school discipline policy
- Establish a time for homework and review it 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:

- Attend School regular;
- Come to school each day with pens, pencil, paper, and other necessary tools for learning
- Complete and return homework assignments
- Observe regular study hours

- Conform to rules of student conduct

Signature: \_\_\_\_\_

TEACHER AGREEMENT

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

- Provide appropriate and meaningful homework assignments for students
- Provide necessary assistance to parents so that they can help assist with the assignments
- Encourage students and parents by providing information about student progress;
- Use special activities in the classroom to make learning enjoyable

Signature: \_\_\_\_\_

PRINCIPAL AGREEMENT

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

- Provide an environment that allows for positive communication between the teachers, parents and student
- Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed
- Ensure that parents receive frequent reports on their child's progress
- Ensure parental access to staff to support partnerships
- Provides parents opportunities to volunteer and observe classroom activities

Signature: \_\_\_\_\_

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**2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright will host their annual Title 1 Meeting September 5th at 5:30. Fulbright will provide ample time to discuss a description/explanation of school allocation of funds, curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. Contact person: Sherkeyer Jackson, Principal, 447-4700.

As the Fulbright administration, faculty and staff strive to make this the best school year ever, we challenge all parents to plug in and be a part of our Fabulous Fulbright Family! Together we can ignite a spark in our students that will help them burn bright! We thank you in advance for your continued support and participation.

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright will communicate with parents to increase parent and family engagement to support classroom instruction by:

- Distributing weekly/monthly newsletters published by teachers, specialists, and the principal;
- Publishing the "Parent Page", which is a school-wide publication developed with the participation of the PTA, principal, nursing staff and counselor;
- Maintaining a school website that provides parents access to classroom information; such as schedules, homework, newsletters;
- Providing parents access to student's academic progress through HAC
- Providing parents with consistent behavior notifications school-wide using Class Dojo
- Encouraging parents to use email and communication folders to routinely communicate with members of the school staff (e.g. teachers, specialists, etc.) on an individual basis regarding their child's progress;
- Requiring each teacher to send home a folder containing student papers and work samples each week
- Providing weekly reports, interim reports and report cards- a parent-teacher conference will accompany the first 9 weeks' report card to discuss students' progress;
- Offering parents special opportunities each year to voice their opinions and suggestions in regards to the school's approach to school improvement through parent surveys;
- Offering parents numerous opportunities to stay connected and informed about parent workshops, meetings, upcoming events, and planned activities through brochures/flyers sent home with students, notices posted around the school facilities, advertisement through the school's morning broadcast, and the use of the social media sites.

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### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright school staff, parents, and students incorporate the use of a school-parent-student compact, which is distributed during our annual check-in/registration. This compact agreement 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. A

copy of the compact agreement is kept in each student's permanent record and re-visited annually.

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### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright will host their annual Title 1 Meeting September 5th at 5:30. Fulbright will provide ample time to discuss a description/explanation of school funds, curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. Contact person: Sherkeyer Jackson, Principal, 447-4700.

As the Fulbright administration, faculty and staff strive to make this the best school year ever, we challenge all parents to plug in and be a part of our Fabulous Fulbright Family! Together we can ignite a spark in our students that will help them burn bright! We thank you in advance for your continued support and participation.

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### **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright provides opportunities for parents and community members to support the foundation of the Little Rock School District's instructional programming through Reading Buddies, tutoring and mentoring. We will also compose and maintain a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents throughout the school year. Parental instruction of how to incorporate developmentally appropriate learning activities and strategies at home are provided through our schools' Literacy and Math Nights as well as other parent-specific trainings (e.g. Homework Help, HAC access, Myon training, etc.). Teachers and Building administration will provide professional development designed to enhance their understanding of effective parent and family engagement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

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### **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Fulbright Administration, Grade Level Classroom Teachers (Pre-K through 5th), Specialists (Music, Art, PE, GT, Counselor, Reading Teacher and Multi-Site Math Facilitator) and the Parent-Teacher Association (PTA)

plan/sponsor/host/facilitate numerous student-parent-family events throughout the year. All parties work together to ensure that the monthly meetings, activities and events promote a positive learning environment, encourage family participation, build teacher/staff and parent relationships, and increase parent and family engagement. Each event is thoughtfully planned with the parent/child relationship in mind.

Fulbright engages teachers, parents and school staff in the annual evaluation of its parent and family engagement efforts using a comprehensive needs assessment questionnaire. The parent and family engagement committee, made up of teachers, parents and school staff determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about the satisfaction of previous decisions made by the parent and family engagement committee, the school's efforts to increase parent and family engagement will be a part of 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 and personal growth.

Fulbright Elementary is a proud member of John Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent and community participation and involvement in the school. The model is researched based and incorporates six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of parent and family engagement Fulbright Elementary School collaborates with the LRSD Westside NNPS School Cluster Team to make parent and family engagement a priority.

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Fulbright engages teachers, parents and school staff in the annual evaluation of its parent and family engagement efforts using a comprehensive needs assessment questionnaire. The parent and family engagement committee, made up of teachers, parents and school staff determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about the satisfaction of previous decisions made by the parent and family engagement committee, the school's efforts to increase parent and family engagement will be a part of 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 and personal growth.

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Fulbright Elementary is a proud member of John Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent and community participation and involvement in the school. The model is researched based and incorporates six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of parent and family engagement Fulbright Elementary School collaborates with the LRSD Westside NNPS School Cluster Team to make parent and family engagement a priority.



(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	You may want to add the following information to #5:: The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00. Our school's share of the required 1% reservation was \$1, 239.30.	10/2/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019

AR  
 Gibbs Magnet Elementary School (Little Rock School District)  
 1115 West 16 Street  
 Little Rock AR 72202  
 501-447-4900

### School Parent and Family Engagement Plan

<b>School Name:</b>	Gibbs Magnet
<b>Facilitator Name:</b>	Renada Burt
<b>Plan Review/Revision Date:</b>	10/1/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Renada	Burt	Parent Facilitator
Jamie	Alverson	Parent
Tongela	Allen	Parent
Jamilah	Henry	Parent
Tina	Greenwood	Principal
Marian	Cunningham	Academic Interventionist

**Committee Members, Role:**

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

First Name	Last Name	Position
Ashley	Garland	Teacher
Ashley	Sims	Teacher
Melanie	Williams	Teacher

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Gibbs Magnet will work with parents to develop a school-parent-compact. This compact will outline 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. All Stakeholders will sign the compact. • Gibbs Magnet will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP Plan/Indistar to engage them in the decision-making process in regards to student achievement. • Gibbs Magnet will involve parents on school improvement planning committees. Parents and staff will be provided with a brief training concerning this process by the school principal. This training will occur during the Fall Semester. Contact Tina Greenwood for more information at 447-4900 or Tina.Greenwood@Irsd.org. • Gibbs Magnet will take advantage of the community resources for school improvement purposes. • Gibbs Magnet Parent teacher Association will foster parental and community involvement within the school. Contact Tongela Allen or Jamie Alverson at gibbsmagnetPTA@gmail.com for additional information.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Gibbs Magnet will plan the following activities to increase parental involvement and to build staff and parent capacity: • Parent observations and training sessions will be scheduled to help parents help their children academically. These may be scheduled by individual teachers and or grade levels. You may contact your child's teacher for further information. • A curriculum night will be scheduled to help parents better understand instructional strategies and their purpose in the classroom setting. This will be held in the fall. A Family STEM night will also be held for similar purposes in the spring. • Annually, the school will host a Grand Gathering to help transition to a new school year and communicate school expectations. This was held on August 9, 2019. • During a title 1 parent meeting, the school principal will share statewide assessment information with parents. Also, teachers will provide an overview of grade level expectations and classroom rules and procedures. This will be announced in the fall. This was held on September 12, 2019.

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Gibbs Magnet will communicate with parents in the following ways to increase parent involvement and to support classroom instruction by: • Distributing parent involvement surveys at the end of the year to help develop goals and objectives for the following school year. This survey will be distributed by the parent facilitator and/or the PTA. For more information, contact Tongela Allen or Jamie Alverson at gibbsmagnetPTA@gmail.com or Renada Burt at 501-447-4900 or Renada.Burt@Irsd.org. • Distributing volunteer opportunities to all parents. Then, a volunteer resource document will be created and shared with staff and parents. This living document will be displayed in the Parent Center on the Volunteer Job beginning Fall 2019. • Utilizing the school website and eSchool to communicate pertinent school information. eSchool provides parents access to their child's grades and parents may use eSchool to communicate with their child's teacher. Contact Jemonica Carlock at Jermonica.Carlock@Irsd.org or 501-447-4903 • Providing two parent teacher conferences per school year for individual parents to discuss academic and

behavioral progress of their students. Parent teacher conferences will be held on October 10-11, 2019 & February 20-21, 2020.

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Gibbs Magnet will work with parents to develop a school-parent-compact. This compact will outline 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. All Stakeholders will sign the compact.

\*\*\*

LITTLE ROCK SCHOOL DISTRICT

Gibbs Magnet Home/School Learning Compact

School Name: Gibbs Magnet Elementary School Date:

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Mission: The entire community of Gibbs Magnet School of International Studies and Foreign Languages will encourage all children to achieve high academic standards, as they become good citizens of the world in the 21st century.

Parent/Student/Teacher/Principal Compact

(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:

- π See that my child is punctual and attends school regularly.
- π Support the school discipline policy.
- π Establish a time for homework and review homework regularly.
- π Provide a quiet, well lighted place for study.
- π Encourage my child's efforts and be available for questions.
- π Stay aware of what my child is learning.
- π Provide a library card for my child.
- π 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:

- π Attend school regularly.
- π Come to school each day with pens, pencils, paper and other necessary tools for learning.
- π Complete and return homework assignments.
- π Observe regular study hours. π Conform to rules of student conduct.

Signature \_\_\_\_\_

Teacher Agreement

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

- π Provide appropriate and meaningful homework assignments for students.
- π Provide necessary assistance to parents so that they can help with the assignments.
- π Encourage students and parents by providing information about student progress.
- π 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:

- π Provide an environment that allows for positive communication between the teachers, parents and students.
- π Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- π Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards π Engage parents in parent-teacher conferences in which this compact will be discussed.
- π Ensure that parents receive frequent reports on their child's progress.
- π Ensure parental access to staff to support partnerships.
- π Provide parents opportunities to volunteer and observe classroom activities.

Signature \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was \$ 805.80. Parents will be allowed to provide feedback annually with a survey at the end of the year. The survey will give parents the opportunity to suggest ways to spend our reservation: parent events, parent resource materials, etc.

Gibbs Magnet will make informational packets available (digitally and on paper) each year that include a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail) This information will be given out during check in. Gibbs Magnet 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.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

• Gibbs Magnet will encourage parents, staff and community partners in the following types of roles and activities to increase their involvement and support for student learning:

Garden Club	Weekly	Community Partners
Basketball	Weekly	Jeffrey Nesmith/Zach Heaton
Cheerleading	Weekly	Renada Burt/Jamilah Henry (Parent)
Gentleman's Club	Monthly	Warren Robinson, Sr.
Girl's Club	Monthly	Renada Burt/Community Partners
Yearbook Club	Monthly	Lori Gibson/Parent
Destination Imagination	Ongoing	Rhonda Adams/Parents
Field Trips	Ongoing	School Staff
Field Day	Spring	School Staff /Parents/Community Partners
Parent workshops	Ongoing	Staff/Parents/Community Partners

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Gibbs Magnet has a parent center with easy accessibility to parents. It is located in the specialists wing of the building, across from the cafeteria and is available for parent use during school hours and after school. You may contact Renada Burt at 447-4913 or Renada.burt@lrsd.org for further information. • Parents will also be encouraged to utilize the media center as a resource to help access eSchool to check student progress.

Gibbs Magnet will 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 volunteer, the use of and access to 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. For more information, contact Tina Greenwood at 501-447-4900 or tina.greenwood@lrsd.org

Gibbs Magnet will engage parents in the evaluation of our parental involvement efforts. • Gibbs Magnet will engage parents in the annually evaluation of the parental involvement efforts through an annual evaluation using a comprehensive needs assessment completed by teachers, parents and school staff. The parental involvement committee will determine the effectiveness of the parental involvement plan and make changes if warranted. • Gibbs Magnet will use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year. • Gibbs Magnet will involve parents in the implementation and evaluation of the school-wide improvement plan. • Gibbs Magnet will use the parent survey will be distributed at the end of

each school year to gather information on parental program effectiveness. Gibbs Magnet will use the information collected to determine which activities to continue or discontinue.

**8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The parent facilitator or trained designee will provide no fewer than two hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies.

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Gibbs Magnet is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Gibbs Magnet Elementary School participates on the LRSD NNPS Central-East School Cluster Team. (Renada Burt, 447-4900, Renada.burt@lrzd.org).

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	1/10/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$ 805.80. Your school's parents	1/10/2020

			should have a voice regarding the use of these funds.	
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019



AR  
 Jefferson Elementary School (Little Rock School District)  
 2600 North McKinley Street  
 Little Rock AR 72207  
 501-447-5000

### School Parent and Family Engagement Plan

<b>School Name:</b>	Jefferson Elementary
<b>Facilitator Name:</b>	Sarah Jane Relano
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	Dr. Sheketa McKisick and Kaye Rainey
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Sandra	Register	Principal
Sarah Jane	Relano	Parent and Family Engagement Facilitator
Amber	Matthews	1st grade teacher
Stacey	Faulkner	PreK Teacher
Beth	McAlpine	PTA President
Rachel	Knox	Parent

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Jefferson Elementary School

Grades Pre-K - 5

2019-2020

Parent & Family Engagement Plan

[www.jeffersonlr.org](http://www.jeffersonlr.org)

The Jefferson Parent/Family Center located in the Computer Lab

is open Monday – Friday

7:50 a.m. to 3:00 p.m.

## Mission Statement

Our mission at Jefferson Elementary School is to empower all students to reach their highest potential academically, emotionally and socially in an increasingly technological world, while providing a positive, safe and nurturing environment.

Jefferson Elementary serves students PreK-5th grades with approximately 400 students. Approximately 16% of our students receive free and reduced lunch. Jefferson academic status is achieving. We are an A rated school.

## Parent & Family Engagement Committee

Sandra Register, Principal

Sarah Jane Relano, Parent Facilitator

Amber Matthews, 1st grade teacher

Stacey Faulkner, PreK teacher

Beth McAlpine, PTA President

Rachel Knox, Parent

## How to contact the Parent/Family Center:

- Visit us at 2600 N. McKinley
- Call the school office 501-447-5000
- Email principal Sandra Register [sandra.register@lrsd.org](mailto:sandra.register@lrsd.org) 501-447-5002
- Contact Parent Facilitator Sarah Relano [sarah.relano@lrsd.org](mailto:sarah.relano@lrsd.org) 501-447-5040
- Contact Library / Media Specialist Lori Benson [lori.benson@lrsd.org](mailto:lori.benson@lrsd.org)

501-447-5006

## How to find the Parent/Family Center?

The parent center is located in the computer lab which is next to the library. Parents may also check out parenting books from our Media Specialist.

## Our school shall:

Establish a nurturing atmosphere so that parents will always feel welcome.

Designate certified staff members to serve as Parent Facilitators and whose duties are as follows:

- Provide opportunities to foster parent and family engagement in the school.
- Provide a parent communication system that consists of the following:
  - Send out weekly PTA newsletters
  - Update the Jefferson Website
  - Send out monthly calendars
  - Send out interim reports for each of the four nine-week periods.
  - Conduct parent/teacher conferences (twice yearly and more as needed)
  - Educate parents on the use of TAC/HAC to keep track of student progress
  - Utilize PTA and parent/family engagement bulletin boards in the front of the building.

Provide a parent center that contains resources, books, magazines and literature parents can read to promote positive parenting.

\* Provide copies of the school handbook that includes the process for resolving parent concerns.

Implement a Campus Leadership Team to encourage parents, students, community members and teachers to be part of this team. This team will meet monthly to discuss strategies and implementation for the school improvement. They will contribute to formation, revision and evaluation of the school ACSIP plan.

Implement and support a Parent-Association (PTA) and encourage all to join and participate. Meetings will be held monthly.

The Parent Facilitator and PTA can train volunteers and tutors.

Prepare Family Informational Packets that will be sent home with students to include:

- Jefferson Parent & Family Engagement Plan
- Jefferson Student 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 family events
- Parent suggestion sheets on how to foster children's success at school

Encourage communication between families and teachers by scheduling two parent-teacher conference days per year.

Plan various activities throughout the school year to build staff and parent capacity, to strengthen our school community and parent/family communication, such as:

- August Meet and Greet- to provide the opportunity to meet teachers and be informed of classroom procedures and expectations
- Family Literacy and Math Nights - to provide information and take home activities that support our curriculum and strategies to help students excel in reading, writing, & math.
- Jefferson Jubilee- to provide a social opportunity to build a strong school community
- Other activities including
  - Book Fairs and Grandparents' Day
  - Jefferson Joggers,
  - Musical programs,
  - VIPS reading days,
  - Field days,
  - Red Ribbon week,
  - Canned food drive,
  - Classroom holiday parties,
  - Fall carnival,
  - Chess club,
  - Drama Kids,
  - Graduations for Pre-K and 5th grade.

Send out parent surveys at the beginning and end of the school year to evaluate parent interests, plan activities

and then evaluate

Staff members will participate in a minimum of two hours of parent and family engagement staff development each year.

#### BUILD STAFF CAPACITY

Recommended roles of the teachers:

- Foster a classroom environment that encourages learning
- Ensure students are engaged in meaningful instruction on a daily basis
- Encourage parents to become active participants in the classroom community through open communication
- Provide quarterly interim reports to students who demonstrate a need for additional support

#### BUILD PARENT CAPACITY

Recommended roles of the parents:

Become an involved parent at Jefferson Elementary School in one or more of the following ways:

- Join and become active members of the Jefferson P.T.A.
- Volunteer and mentor at Jefferson
- Review the monthly calendar provided by the school
- Review informational pages in student's agenda book / homework folder
- Attend parent conferences
- Attend parent workshops
- Attend school activities
- Provide a quiet place at home for children to study and do homework
- Monitor child's learning and provide assistance when needed
- Monitor child's progress as follows:
  - Review interim reports
  - Review report cards
  - Review notes sent home.
- Contact teachers on a regular basis.

Recommended roles of the students:

- Follow the school's rights and responsibilities handbook
- Complete homework and daily classroom assignments on time
- Participate in school activities
- Come to school on time and ready to learn

Jefferson Elementary is not a Title I School.

To provide funding for parent and family engagement initiatives, we use money from our PTA fundraisers(Spirit Nights, Jefferson Jubilee Auction, in-kind donations).

#### COMMUNICATION

- The parent and Family Engagement Information Plan and Packet will be distributed through PTA email blasts, JES PTA Facebook page, as well as uploaded on the Jefferson school website. We will share the Information Packet at the October PTA meeting and distribute copies of the packet as well. Parents will be notified through email when the plan has been posted.
- Parents will be able to access information in other languages than English and we will have interpreters available for parent conferences as needed . We send flyers home in Spanish and English.
- Parents will be able to access the Parent and Family Engagement Plan and Packet on the school's website, as well as the PTA website at any time during the year.

Jefferson Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Jefferson Elementary participates on the LRSD NNPS West School Cluster Team. (Sarah Jane Relano, 501-447-5040)

Six Types of Involvement:

Keys to Successful Partnerships

TYPE 1 Parenting

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

The school will Implement a Campus Leadership Team to encourage parents, students, community members and teachers to be part of this team. This team will meet monthly to discuss strategies and implementation for the school improvement. They will contribute to formation, revision, and evaluation of the school Indistar plan.

## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be*

involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Jefferson Elementary is not a Title I School.

To provide funding for parent and family engagement initiatives, we use money from our PTA fundraisers(Spirit Nights, Jefferson Jubilee Auction, in-kind donations).

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**3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Provide a parent center that contains resources, books, magazines and literature parents can read to promote positive parenting.

- \* Provide copies of the school handbook that includes the process for resolving parent concerns.

- \*The parent and Family Engagement Information Plan and Packet will be distributed through PTA email blasts, JES PTA Facebook page, as well as uploaded on the Jefferson school website. We will share the Information Packet at the October PTA meeting and distribute copies of the packet as well. Parents will be notified through email when the plan has been posted.

- Parents will be able to access information in other languages than English and we will have interpreters available for parent conferences as needed . We send flyers home in Spanish and English.

- Parents will be able to access the Parent and Family Engagement Plan and Packet on the school's website, as well as the PTA website at any time during the year.

The school will Encourage communication between families and teachers by scheduling two parent-teacher conference days per year.

Send out parent surveys at the beginning and end of the school year to evaluate parent interests, plan activities and then evaluate

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**4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Recommended roles of the parents:

Become an involved parent at Jefferson Elementary School in one or more of the following ways:

- Join and become active members of the Jefferson P.T.A.
- Volunteer and mentor at Jefferson

- Review the monthly calendar provided by the school
- Review informational pages in student's agenda book / homework folder
- Attend parent conferences
- Attend parent workshops

Recommended roles of the teachers:

- Foster a classroom environment that encourages learning
- Ensure students are engaged in meaningful instruction on a daily basis
- Encourage parents to become active participants in the classroom community through open communication
- Provide quarterly interim reports to students who demonstrate a need for additional support

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:

- Attend school regularly.
- Come to school each day with pens, pencils, paper and other necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Signature \_\_\_\_\_

Teacher Agreement

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

- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with the assignments.

- Encourage students and parents by providing information about student progress.
- 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:

- Provide an environment that allows for positive communication between the teachers, parents and students.
- Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed.
- Ensure that parents receive frequent reports on their child's progress.
- Ensure parental access to staff to support partnerships.
- Provide parents opportunities to volunteer and observe classroom activities.

Signature \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Jefferson Elementary is not a Title I School.

To provide funding for parent and family engagement initiatives, we use money from our PTA fundraisers(Spirit Nights, Jefferson Jubilee Auction, in-kind donations).

**6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Volunteering

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



The Parent Facilitator and PTA will train volunteers and tutors.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Our school shall:

Establish a nurturing atmosphere so that parents will always feel welcome.

Implement and support a Parent-Association (PTA) and encourage all to join and participate. Meetings will be held monthly.

Prepare Family Informational Packets that will be sent home with students to include:

- Jefferson Parent & Family Engagement Plan
- Jefferson Student 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 family 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, such as:

- August Meet and Greet- to provide the opportunity to meet teachers and be informed of classroom procedures and expectations
- Family Literacy and Math Nights - to provide information and take home activities that support our curriculum and strategies to help students excel in reading, writing, & math.
- Jefferson Jubilee- to provide a social opportunity to build a strong school community
- Other activities including
- Book Fairs and Grandparents' Day
- Jefferson Joggers,
- Musical programs,
- VIPS reading days,
- Field days,
- Red Ribbon week,

- Canned food drive,
- Classroom holiday parties,
- Fall carnival,
- Chess club,
- Drama Kids,
- Graduations for Pre-K and 5th grade.

– BUILD PARENT CAPACITY

Recommended roles of the parents:

Become an involved parent at Jefferson Elementary School in one or more of the following ways:

- Join and become active members of the Jefferson P.T.A.
- Volunteer and mentor at Jefferson
- Review the monthly calendar provided by the school
- Review informational pages in student's agenda book / homework folder
- Attend parent conferences
- Attend parent workshops
- Attend school activities
- Provide a quiet place at home for children to study and do homework
- Monitor child's learning and provide assistance when needed
- Monitor child's progress as follows:
  - Review interim reports
  - Review report cards
  - Review notes sent home.
- Contact teachers on a regular basis.

Recommended roles of the students:

- Follow the school's rights and responsibilities handbook
- Complete homework and daily classroom assignments on time
- Participate in school activities
- Come to school on time and ready to learn

TYPE 1 Parenting

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

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 as participants 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.

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Designate certified staff members to serve as Parent Facilitators and whose duties are as follows:

- Provide opportunities to foster parent and family engagement in the school.
- Provide a parent communication system that consists of the following:
  - Send out weekly PTA newsletters
  - Update the Jefferson Website
  - Send out monthly calendars
  - Send out interim reports for each of the four nine-week periods.
  - Conduct parent/teacher conferences (twice yearly and more as needed)
  - Educate parents on the use of TAC/HAC to keep track of student progress
  - Utilize PTA and parent/family engagement bulletin boards in the front of the building.

Staff members will participate in a minimum of two hours of parent and family engagement staff development each year.

#### **BUILD STAFF CAPACITY)**

Recommended roles of the teachers:

- Foster a classroom environment that encourages learning
- Ensure students are engaged in meaningful instruction on a daily basis
- Encourage parents to become active participants in the classroom community through open communication
- Provide quarterly interim reports to students who demonstrate a need for additional support

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Jefferson Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Jefferson Elementary participates on the LRSD NNPS West School Cluster Team. (Sarah Jane Relano, 501-447-5040)

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.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

AR  
Mabelvale Elementary School (Little Rock School District)  
9401 Mabelvale Cut-Off  
Mabelvale AR 72103  
501-447-5400

### School Parent and Family Engagement Plan

<b>School Name:</b>	Mabelvale Elementary School
<b>Facilitator Name:</b>	Misti Hess
<b>Plan Review/Revision Date:</b>	9/16/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey
<b>District Level Approval Date:</b>	9/28/2019

**Committee Members, Role:**

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

First Name	Last Name	Position
Tyneshia	Adaway	Assistant Principal
Misti	Hess	Parent Facilitator
Antwan	Vernon	PTA Representative
Khyrsten	Dobbins	Classroom Teacher
Kara	McGee	Classroom Teacher
Jan	Owen	Classroom Teacher

**Committee Members, Role:**

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

First Name	Last Name	Position
Stacy	Burnett	P.E Teacher
Hilda	Ward	Art Teacher
Emma	Turner	Classroom Teacher
Kerra	Lewis	Parent
Trenace	Hardamon	Parent
Derrika	Brown	Parent

**Committee Members, Role:**

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

First Name	Last Name	Position
Cynthia	Jefferson	Parent

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### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Mabelvale Elementary involves parents in the evaluation of our parent and family engagement plan by completing a survey filled out by teachers, parents and school staff. The Parent and Family Engagement Committee, made up of teachers, parents and school staff, will evaluate the effectiveness of the parent and family engagement plan and make changes if warranted. Mabelvale Elementary will use parent surveys to evaluate and decide which activities parents feel will be most beneficial in the efforts to support their child academically and to plan the parent and family engagement activities for the year. Parent surveys will be given out during the annual Title One meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. At this event, parents will receive information about Title I and Title I funding. For additional information regarding the Title I meeting and how funds will be used at Mabelvale Elementary, please contact Kelecia Glover at 447-5402.

Mabelvale Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Jefferson Elementary participates on the LRSD NNPS Southwest Cluster Team. (Misti Hess, 501-447-5400)

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### **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

At this event, parents will receive information about Title I and Title I funding. During the Title I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parent surveys will be given during our annual Title I meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. The meeting will be separate from any other meeting. For additional information regarding the Title I meeting and how funds will be used at Mabelvale Elementary, please contact Kelecia Glover, 447-5402.

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

### **of the required components?**

Mabelvale Elementary serves approximately 525 students with experienced and dedicated staff. Mabelvale Elementary communicates with parents in various ways to increase parental family, and community engagement to support classroom instruction. All communication that's disseminated to parents and the community is available in English and Spanish. Listed below are the different ways Mabelvale Elementary will communicate with parents and families:

- Teachers will schedule a minimum of two (2) parent/teacher conferences on the below mentioned dates during the school year to discuss academic achievement and have all parties sign (teacher, parent, student, principal) Home-School Compact. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10 from 3:00-6:00 , 10/11 from 8:00-12:00, 2/20 from 3:00-6:00, and 2/21 from 8:00-12:00. Contact: Your child's teacher #447-5400.
- Mabelvale Elementary plans meetings monthly to increase parent and family engagement opportunities. These meetings provide parents the opportunity to become more involved in making decisions for our school, receive parenting tips, and mentoring opportunities. Teachers often provide training sessions and opportunities for parents and community members on the information needed to participate as successful school volunteers. These efforts assist the parents and create a sense of ease and make the experience pleasant and successful. All parent meetings will be held during appropriate times to ensure equity in parental and family engagement.
- The administrators and staff at Mabelvale welcome phone calls, emails and visits from parents to discuss any cares, offer suggestions or express concerns for their child. Contact Kelecia Glover, 447-5402
- A bimonthly newsletter is distributed to update parents on the school's curriculum, volunteer opportunities, recent health concerns, and school events.
  - Classroom teachers send home weekly newsletters informing parents about weekly instructional strategies, school events, volunteer opportunities and contact information. Contact your child's teacher.
- Parents will receive access to eschool HAC, This is a website designated for parents to receive specific feedback of their child's progress in the classroom.
- As part of our Title 1 funding students, parents and teachers will sign a Parent Compact. The parent 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. At this event, parents will receive information about Title I and Title I funding. During the Title, I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The meeting is scheduled for Thursday. September 5, 2019 at 5:30 p.m. For additional information regarding the Title I meeting and how funds will be used at Mabelvale, please contact Kelecia Glover at 447-5402.

The following materials and information packets can be found in the resource center. For additional information on how to check out the items below, please contact Misti Hess, Parent Facilitator:

Books

Volunteer opportunities

Parenting Tips (English and Spanish)

Nutrition/Healthy Lifestyles Information

Work Force opportunities

Safety Materials

School Readiness Materials

Computer

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

[Parent Involvement Link 19\\_20](#)

Parents, staff, and students will share the responsibility for improved 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 standards.

- The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet the state's academic achievement standards.
- Each parent will be responsible for supporting their children's learning; and participating, as appropriate, in decisions relating to the education of their children and positive extracurricular time.
- The compact will also address the importance of communication between teachers and parents on an on-going basis.
- Parent-teacher conference will be held at the school each semester during which the compact will be discussed as it relates to the individual child's achievement.
- Quarterly reports to parents on their children's progress will be provided.
- Opportunity for reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided. Contact: Kelecia Glover, Principal #447-5402

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

ANNUAL TITLE ONE MEETING

At this event, parents will receive information about Title I and Title I funding. The Little

Rock School District's 2019-2020 preliminary Title 1, Part A allocation was greater than \$500,000 which means that Mabelvale received \$2,499 in Title 1 funds. We will send out surveys to every parent on how they would like to see these funds be used. During the Title I meeting teachers and parents will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parent surveys will be given during our annual Title I meeting, which will be held on Thursday, September 5, 2019 at 5:30 p.m. The meeting will be separate from any other meeting. For additional information regarding the Title I meeting and how funds will be used at Mabelvale Elementary, please contact Kelecia Glover, 447-5402.



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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

National Network of Partnership Schools (NNPS) Committee will help develop and provide input for the Parent And Family Engagement Plan.

- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement through the use of the Parent and Family Engagement Survey results. The results will be used to order materials for the Parent Resource Center. Contact: Misti Hess PI Facilitator #447-5400
- The school will take advantage of community resources through the Church of Rock Creek, Centennial Bank, Therapeutic Family Services Counseling Agency, and Mabelvale Methodist Church.
- Support the local unit of a Parent Teacher Association that will foster parent and family engagement within the school. Contact school for more information #447-5400.

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

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

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Distribute Informational Packets each year that includes a copy of the school's parental and family engagement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school through the compact, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate (take home notebooks, website, blogs, phone calls, e-mail...), and school's policy handbook. Contact: Trenance Hardamon Secretary #447-5400
- Maintain a parent center and purchase updated materials using Title I funds such as parenting books, magazines, DVDs, pamphlets, and other educational resources. Parent Center will be open from 7:50-3:05 Monday – Friday. Contact Misti Hess PI Facilitator #447-5400 for extended hours and/or request for materials to be purchased.

Parents, staff, and students will share the responsibility for improved 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 standards.

- The school will provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet the state's academic achievement standards.
- Each parent will be responsible for supporting their children's learning; and participating, as appropriate, in decisions relating to the education of their children and positive extracurricular time.
- The compact will also address the importance of communication between teachers and parents on an on-going basis.
- Parent-teacher conference will be held at the school each semester during which the compact will be discussed as it relates to the individual child's achievement.
- Quarterly reports to parents on their children's progress will be provided.
- Opportunity for reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided. Contact: Kelecia Glover, Principal #447-5402

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

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

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.

Teachers will schedule a minimum of two (2) parent/teacher conferences on the below mentioned dates during the school year to discuss academic achievement and have all parties sign (teacher, parent, student, principal) Home-School Compact. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10 from 3:00-6:00 , 10/11 from 8:00-12:00, 2/20 from 3:00-6:00, and 2/21 from 8:00-12:00. Contact: Your child's teacher #447-5400.

- Mabelvale Elementary plans meetings monthly to increase parent and family engagement opportunities. These meetings provide parents the opportunity to become more involved in making decisions for our school, receive parenting tips, and mentoring opportunities. Teachers often provide training sessions and opportunities for parents and community members on the information needed to participate as successful school volunteers. These efforts assist the parents and create a sense of ease and make the experience pleasant and successful. All parent meetings will be held during appropriate times to ensure equity in parental and family engagement.

The following materials and information packets can be found in the resource center. For additional information on how to check out the items below, please contact Misti Hess, Parent Facilitator:

Books

Volunteer opportunities

Parenting Tips (English and Spanish)

Nutrition/Healthy Lifestyles Information

Work Force opportunities

Safety Materials

School Readiness Materials

Computer

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The principal of each school in the school district shall designate (1) certified staff member who is willing to serve as a parent facilitator-Misti Hess, Kindergarten room, # 447-5400. The parent facilitator will integrate and coordinate parent and family engagement strategies with those of other programs.

- Utilize the services of the Little Rock School District's Parent Coordinator – Kaye Rainey #447-3358.

Teachers will schedule a minimum of two (2) parent/teacher conferences on the below mentioned dates during the school year to discuss academic achievement and have all parties sign (teacher, parent, student, principal) Home-School Compact. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. Dates for 2019-2020 Parent/Teacher Conferences: 10/10 from 3:00-6:00 , 10/11 from 8:00-12:00, 2/20 from 3:00-6:00, and 2/21 from 8:00-12:00. Contact: Your child's teacher #447-5400.

- Mabelvale Elementary plans meetings monthly to increase parent and family engagement opportunities. These meetings provide parents the opportunity to become more involved in making decisions for our school, receive parenting tips, and mentoring opportunities. Teachers often provide training sessions and opportunities for parents and community members on the information needed to participate as successful school volunteers. These efforts assist the parents and create a sense of ease and make the experience pleasant and successful. All parent meetings will be held during appropriate times to ensure equity in parental and family engagement.

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## **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

- National Network of Partnership Schools (NNPS) Committee will help develop and provide input for the Parent And Family Engagement Plan.
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement through the use of the Parent and Family Engagement Survey results. The results will be used to order materials for the Parent Resource Center. Contact: Misti Hess PI Facilitator #447-5400
- The school will take advantage of community resources through the Church of Rock Creek, Centennial Bank, Therapeutic Family Services Counseling Agency, and Mabelvale Methodist Church.
- Support the local unit of a Parent Teacher Association that will foster parent and family engagement within the school. Contact school for more information #447-5400.

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

Mabelvale Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Jefferson Elementary participates on the LRSD NNPS Southwest Cluster Team. (Misti Hess, 501-447-5400)

(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Excellent response!	10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	1/10/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$2,499.00. Your school's parents should have a voice regarding the use of these funds.	1/10/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019

AR  
 McDermott Elementary School (Little Rock School District)  
 1200 Reservoir Road  
 Little Rock AR 72207  
 501-447-5500

### School Parent and Family Engagement Plan

<b>School Name:</b>	McDermott Elementary School
<b>Facilitator Name:</b>	Shyrletta Wilson
<b>Plan Review/Revision Date:</b>	
<b>District Level Reviewer, Title:</b>	Dr. Sheketa McKisick, Title 1 Coordinator
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Markesi	Smith	Co-President PTA
Melissa	Wittman	Co-President PTA
Shakenya	Dooley-White	Vice President PTA
Tandra	Powell	Secretary PTA
Dorian	Sims	Treasurer PTA
Lauren	Cook	Membership Chair PTA

**Committee Members, Role:**

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

First Name	Last Name	Position
Sarah	Elms	Teacher
LaShay	Carr	Academic Intervention Specialist
James	Lott	Music Teacher
Shyrletta	Wilson	Parent Involvement Facilitator

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Staff will involve parents and community members in 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. (Pamela Dial, Principal 501-447-5502). (McDermott Mixer August 11, 2019 5:30 p.m. –7:00 p.m.)

The Staff will recruit parents to serve on a curricular, instructional review committee, an allocation of Title I, Part A funds for parental involvement committee, and an evaluation of expenses of Title I, Part A funds committee. (Mary Harden, Counselor 501-447-5504) (Pamela Dial, Principal 501-447-5502) (Shyrletta Wilson 501-447-5550).

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 obtain during parent teacher conferences and other parent engagement activities.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The staff will conduct an annual Title I Meeting for parents of the students who participate in the Title I, Part A Program during September 5, 2019. It will be held in conjunction with our 5th Grade concert to ensure ample participation. Sufficient time will be provided to provide a description/explanation of our parent involvement budget (\$1570.80), school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet. (Shyrletta Wilson 501-447-5550) Parent Facilitator.

The Staff will provide documentation of the Title I, Part A school annual meeting by providing sign-in sheets, an agenda, and minutes for this meeting. (Shyrletta Wilson, Parent Facilitator 501-447-5550) The LRSD District Parent Specialist, or the VIPS Volunteer Coordinator and/or the School Parent Facilitator will provide Volunteer Trainer-of-Trainers workshops during the 1st and/or 2nd semesters of each school year. The training will train volunteers who assist in instructional programs for parents. Contact Kaye Rainey, District Parent Specialist at 501-447-3358 or email [kaye.rainey@lrzd.org](mailto:kaye.rainey@lrzd.org) for more information.

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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

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

McDermott Elementary School will communicate with parents in the following ways to increase parental involvement and to support classroom instruction:

The Parent Facilitator will distribute parental involvement surveys to all parents; information gathered will be used to develop parental involvement goals and objectives for the school year. (October 1, 2019) (Shyrletta Wilson -501-447-5550 Parent Facilitator)

The Parent Teacher Association will distribute volunteer information to all parents; information gathered will be used to develop goals and objectives for the Parent Teacher Association. (Markesis Smith/Melissa Wittman, PTA Co-Presidents)

The Staff, Principal, and Parent Teacher Association 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. (Jennifer Grider, Media Specialist 501-447-5506)

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, homework assignments, classroom assignments, and parents may use eSchool to communicate with their child's teacher. (Jennifer Grider, Media Specialist 501-447-5506)

The teachers will provide daily homework 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. Homework 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 teachers are required to have two Parent/Teacher conferences per school year to discuss academic and behavioral progress of individual students. (Oct. 10, 2019 (three hours after school), Oct. 11, 2019 (8:00 am-12:00 pm), Feb. 20, 2020 (three hours after school), Feb. 21, 2020 (8:00 am-12:00 pm)).

The Principal, Pamela Dial, teachers, and other staff members will utilize student agendas, e-mail, individual conferences as needed, and telephone calls to communicate individual student academic and behavioral progress to parents.

The Staff, Principal, and Parent Teacher Association will provide opportunities for parents to participate in various parental workshops during the school year. (Shyrletta Wilson 501-447-5550) Parent Facilitator.

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.

(Pamela Dial, Principal 501-447-5502)

The Staff and Parent Teacher Association 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. (Open House/Title 1 Meeting--September 5, 2019, 5:30 p.m. - 7:00 p.m.) (STEM Night & Parent Meeting November 16, 2018 5:30 p.m. - 7:30 p.m.)

The school will distribute informational packets each year that include a copy of the school's parental involvement plan, a survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...) (Shyrletta Wilson 501-447-5550)

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 or keep the materials for review. (Shyrletta Wilson 501-447-5500)

#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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. (Pamela Dial, Principal), Teachers ,and Parents, November 15, 2019 and throughout the year for all new students)

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The staff will conduct an annual Title I Meeting for parents of the students who participate in the Title I, Part A Program during September 5, 2019. It will be held in conjunction with our Open House/5th Grade concert to ensure that ample participation. Sufficient time will be provided to provide a description/explanation our parent involvement budget (\$1570.80), school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet. (Shyrletta Wilson 501-447-5550) Parent Facilitator.

The Staff will provide documentation of the Title I, Part A school annual meeting by providing sign-in sheets, an agenda, and minutes for this meeting. (Shyrletta Wilson, Parent Facilitator 501-447-5550) The LRSD District Parent Specialist, or the VIPS Volunteer Coordinator and/or the School Parent Facilitator will provide Volunteer Train-of-Trainers workshops during the 1st and/or 2nd semesters of each school year. The training will train volunteers who assist in instructional programs for parents. Contact Kaye Rainey, District Parent Specialist at 501-447-3358 or email [kaye.rainey@lrsd.org](mailto:kaye.rainey@lrsd.org) for more information.

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#### **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Principal, Staff, and Parent Teacher Association will encourage parents to participate in the following types of roles and activities to increase involvement and to support student learning: Contact the following staff regarding the activities listed below: (Pamela Dial/Principal 447-5502), (Mary Harden, Counselor 501-447-5504), (Shyrletta Wilson, Parent Facilitator 501-447-5550)

McDermott Make-It Days scheduled as needed by the PTA

VIPs Reading Buddies Monday –Friday 7:45 am – 2:35 pm



McDermott Mixer August 12, 2019 / 5:30pm – 7:00 pm

Open House/Title 1 Meeting September 5, 2019/5:30-7:00

International Peace Day Assembly September 19, 2019/1:30 pm

Anti- Bullying Assembly September 20, 2019-9:00-10:00am

Scholastic Book Fair October 1-4, 2019/ 8:00am -3:00pm

Grandparent's Day October 3, 2019

Parent Teacher Conferences Oct. 10, 3:00-6:00 p.m. , 11,/8:00am -12:00pm

Honors Assembly October 18, 2019 / 8:15am-9:15am.

STEM Night November 21, 2019 / 6:00 p.m. – 7:30 p.m.

Holiday Party December 20, 2019 / 1:15-2:15pm

Honors Assembly January 17, 2019 / 8:15 p.m. – 9:15 p.m.

Valentines Day Parties February 14,2019 / 1:15-2:15

Parent Teacher's Conferences February 20, 2019/ 3:00pm-6:00pm

Parent Teacher Conferences February 21, 2019 /8:00am-12:00 pm.

Black History Assembly February 28, 2019 1:00 pm. – 2:00 p.m.

5th Grade Graduation May 18, 2019 9:00 a.m. – 10:00 a.m.

The Parent Teacher Association will distribute volunteer information to all parents; information gathered will be used to develop goals and objectives for the Parent Teacher Association.

The Staff and Parent Teacher Association will recruit volunteers, mentors, and tutors to support instruction in the classroom through programs such as VIPs Reading Buddies, ARKids Read, Intersection, Mount St. Mary's tutors, (Mary Harden, Counselor 501-447-5504)

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

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. (Mary Harden, Counselor 501-447-5504).

The Staff will ask for input on improving the school improvement status from alumni advisory members, as needed. (Shyrletta Wilson, Parent Facilitator 501-447-5550)

The Parent Teacher Association will foster parental and community involvement within the school. (Markesi Smith/Melissa Wittman--PTA Co-Presidents).

The Parent Facilitator and Media Specialist will provide resources to inform parents about the Parent Center and how it may be utilized to check out parenting materials, access parenting websites, access eSchool, and access McDermott's website. (Shyrletta Wilson, Parent Facilitator 447-5550. (Jennifer Grider/Media Specialist) 447-5506.

## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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

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

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.

Elementary School-will plan the following meetings to increase parental involvement and to build staff and parent capacity which include:

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.

(McDermott Mixer) August 12, 2019, 5:30 p.m. – 7:00 p.m.)

Open House/Title I Meeting-September 5, 2019, 5:30 pm – 7:00 pm)

The Principal, Pamela Dial, 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.

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.(Oct. 10, 2019 (three hours after school), Oct. 11, 2019 (8:00 am-12:00 pm), Feb. 20, 2020 (three hours after school), Feb. 21, 2020 (8:00 am-12:00 pm).

The school will distribute informational packets each year that include a copy of the school's parental involvement plan, a survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...) (Shyretta Wilson 501-447-5550)

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

McDermott Elementary School-will plan the following meetings to increase parental involvement and to build staff and parent capacity which include:

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.

(McDermott Mixer) August 12, 2019, 5:30 p.m. – 7:00 p.m.)

Open House/Title I Meeting-September 5, 2019, 6:00 pm – 6:30 pm)

The Principal, Pamela Dial, 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.

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. (Oct. 10, 2019 (three hours after school), Oct. 11, 2019 (8:00 am-12:00 pm), Feb. 20, 2020 (three hours after school), Feb. 21, 2020 (8:00 am-12:00 pm).

The Parent Facilitator or approved presenter, as required, will provide no fewer than two hours of professional development every four years for teachers, 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.

The McDermott principal will designate a certified staff member who is willing to serve as parent facilitator. (Shyrletta Wilson 501-447-5500)

The parent facilitator will provide parents, teacher, 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. (Shyrletta Wilson 501-447-5550) Parent Facilitator

The Staff will conduct an annual Title 1 Meeting for parents at the end of the year as part of the annual parent involvement plan evaluation. (May 16, 2019, Shyrletta Wilson 501-447-5550) Parent Facilitator

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

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

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 Shyrletta Wilson, Parent Facilitator 501-447-5550)

**[\(See complete Arkansas Guide for School Parent and Family Engagement Plan for references\)](#)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019

<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/17/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019

AR  
Meadowcliff Elementary (Little Rock School District)  
25 Sheraton Drive  
Little Rock AR 72209  
501-447-5600

### School Parent and Family Engagement Plan

<b>School Name:</b>	Meadowcliff Elementary
<b>Facilitator Name:</b>	Kenya Robinson
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey
<b>District Level Approval Date:</b>	9/30/2019

**Committee Members, Role:**

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

First Name	Last Name	Position
Chris	Johnson	Parent
Edna	Perkins	Parent
Darrly	Smith	Grandparent
Keona	Johnson	Parent
Kathy	Thomas	Retired Teacher
Verdia	Hence	Teacher

**Committee Members, Role:**

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

First Name	Last Name	Position
Darris	Grant	Paraprofessional
Cynthia	Collins	Principal
Kenya	Robinson	Parent/Family Engagement Facilitator

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Meadowcliff is a school-wide Priority Title I school for grades K through fifth. This year we met AMO in Literacy but not in Math. One Hundred percent of our students are on free and reduced lunch. The 2019 – 2020 Meadowcliff Elementary School Plan to support the Title I Parent and Family Engagement Policy is as follows:

Meadowcliff will engage parents and families in the evaluation of our parent and family engagement efforts.

- Meadowcliff will engage parents and families in the annually evaluation of the parent and family engagement efforts through an annual evaluation using a comprehension needs assessment completed by teachers, parents, and school staff. The parent and family engagement committee will determine the effectiveness of the parent and family engagement plan and make changes if warranted. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019
- Meadowcliff will use the parent and family interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019
- A parent and family survey will be distributed by the end of each school year to gather information on parent and family engagement program effectiveness. Kenya Robinson 447-5621; Edna Perkins 501-952-1006-Parent May 2020
- Meadowcliff will use the information collected to determine which activities to continue or discontinue. Kenya Robinson 447-5621 May 2020
- Utilize the services of the Little Rock School District's Parent and Family Engagement Specialist. Kenya Robinson 447-5621 August 2019-May 2020
- Provide information on Parent Academy for Student Success (P.A.S.S.) provided by the Little Rock School District. This information is provided in both English and Spanish by the district. Kenya Robinson 447-5621 August 2019-May 2020
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students. (City Year, fraternities, churches, etc.) Keysha Griffith 447-5625 August 2019-May 2020
- Provide workshops for parents and families based on parent interest surveys that will include some of the following topics: Literacy Math Technology (AR, eSchool, E-books, Compass, On-line textbooks, Etc) Parent Skills (TIPS) ACT Aspire Testing Student Academics Cynthia Collins 447-5602, Keysha Griffith 447-5625 and Kenya Robinson 447- 5621 August 2019-May 2020
- Identify parents and families members to serve on Professional Learning Communities so that parents and families can provide input into the decision making process for Meadowcliff Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. Kenya Robinson 447-5621 August 2019-May 2020

Meadowcliff will plan the following activities to increase parent and family engagement and to build staff and parent capacity:

- Host 2 math/literacy nights to allow parents the opportunity to learn strategies to assist their children at home with math and literacy skills. Activity kits will be provided by the school to serve as a means to assist children at home. Keysha Griffith 447-5625 Jennifer Bulloch 447-5600 TBA
- Conduct "Parents Make a Difference" sessions at the school's Open Houses held on August 9, 2019 3:00-5:00 pm. These sessions will provide a 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; Title I annual meeting held on August 9, 2019 5:00 pm to inform parents of Meadowcliff Elementary participation in Title I and Title I funds allocations. Cynthia Collins 447-5602 and Kenya Robinson 447-5621 August 2019
- Utilize the services of the Little Rock School District's Parent Specialist. Kaye Rainey 447-3358 August 2019-May 2020
- Provide information on Parent Institutes provided by the Little Rock School District. This information is provided in both English and Spanish by the district. Kenya Robinson 447-5621 August 2019-May 2020

- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students. (Fraternities, churches, business etc.) Keysha Griffith 447-5625 August 2019-May 2020

- Alleviate language barriers by identifying community stakeholders who can serve as translators, both orally and for written communications, for parent conferences, parent workshops, and other school meetings. Tonia Weems 447-5604 August 2019-May 2020

- Identify local organizations and agencies whose purpose is to assist parents with parenting issues and other matters. Kenya Robinson 447-5621 August 2019-May 2020

Meadowcliff will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction by:

- Meadowcliff will provide parent packets to all parents during Parent/Teacher Conference Days October 10-11, 2019. Teachers will also send home packets to all parents who don't attend conference.

- Parents may have the opportunity to sign-off on the district parent and family engagement plan during parent teacher conference.

- Information for parents that don't speak English their packets will be translated into Spanish

- Meadowcliff will provide a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook, signatures will be obtain acknowledging receipt of the [district's] parent and family engagement plan summary

- Distributing a monthly newsletter developed by school staff, principal, and the parent/teacher association which will include school news and activities, district events, and parenting tips. Zandra Gordon 447-5603 August 2019-May 2020

- Distributing parent involvement surveys at the beginning of the year to help develop goals and objectives for the school year. This survey will be distributed by the parent facilitator and/or PTA. Kenya Robinson 447-5621 or Keona Johnson 501-247-8804 August 2019-September 2020

- Distributing volunteer opportunities to all parents. Then, a volunteer resource document will be created and shared with staff and parents. Edna Perkins 501-952-1006 August 2019-May 2020

- Utilizing the school website and ESchool Plus to communicate pertinent school information. eSchool plus provides parents access to their child's grades and parents may use eSchool Plus to communicate with their child's teacher. Kenya Robinson 447-5621 August 2019-May 2020

Teachers will schedule a minimum of two parent/student/teacher conferences during the school year to discuss academic achievement and discuss the school-parent compact. These conferences will be student led conferences. The students will share their assessment data, goals, and academic needs with their parents during the conferences. Parents will work with the students to determine next steps needed for the child's academic success. Cynthia Collins 447-5602 October 10-11, 2019 and February 20-21, 2020

- Utilizing student's homework folders, teacher web pages, e-mail and telephone calls to communicate individual student's academic and behavioral progress. Zandra Gordon 447-5603 August 2019-May 2020

- Provide information regarding Arkansas State Standards for K – 5th grades. Provide websites for the Little Rock School District and Arkansas Department of Education web-sites so that information can be reviewed by parents. Keysha Griffith 447-5625 August 2019-May 2020

- Identify parents to serve on Professional Learning Communities so that parents can provide input into the decision making process for Meadowcliff Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. Kenya Robinson 447-5621 August 2019-May 2020

Meadowcliff will work with the PTA to develop a school-parent-compact. This compact will outline how parents, school staff and students share the responsibility for improving student academic achievement and the means by which the school and parent will build and develop a partnership to help children achieve the state's high academic standards. All Stakeholders will sign the compact.

- Meadowcliff will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP to engage them in the decision-making process in regards to student achievement. Cynthia Collins 447-5602 August 2019-September 2020

- Meadowcliff will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide ACSIP to engage them in the decision-making process in regards to student achievement. Cynthia Collins 447-5602 August 2019-September 2020

- Meadowcliff will take advantage of the community resources for school improvement purposes. Tonia Weems 447-5604 August 2019-May 2020

- Meadowcliff Parent Teacher Association will foster parental and community involvement purposes. Edna Perkins 501-952-1006 August 2019-September 2020

Meadowcliff will provide the following resources for parents and families:

- Meadowcliff will have a parent and family center with easy accessibility to parents. It is located at the front of the building by the office and is available for parents use during school hours or after school. Kenya Robinson 447-5621 August 2019-May 2020

- Parents and families will also be encouraged to utilize the media center as a resource to help access edline to check student progress. Virginia Thompson 447-5606 August 2019-May 2020
- Meadowcliff will promote and support The Parent Institute, purchase parenting books, magazines, and other informative materials. Kenya Robinson 447-5621 August 2019-September 2020

- Meadowcliff provides the informational packet information on the process for resolving parental and family concerns step by step. Kenya Robinson 447-5621 August 2019-May 2020

- Take-home backpacks are available for parents to check-out to assist their child at home. Each backpack contains reading, math, and/or writing activities based on science, social studies, math, or reading. Currently backpacks are available for all grade levels. Kenya Robinson 447-5621 August 2019-May 2020

Meadowcliff will encourage parent and family engagement in the following types of roles and activities to increase their involvement and support for student learning:

Meet and Greet-August 9, 2019 Cynthia Collins 447-5602

Title I Meeting-August 9, 2019 Cynthia 447-5602 and Kenya Robinson 447-5621

Grandparents' Day Luncheon-September 24, 2019 Nyree Williams 447-5632

Book Fair-September 23rd-27th, 2019 Virginia Thompson 447-5606

Red Ribbon Week-October 23rd -31st, 2019 Tonia Weems 447-5604

Award Assemble-October 25, 2019 Keysha Griffith 447-5625

PTA Fall Festival-November 7th, 2019 Kenya Robinson 447-5621

Music Program-December 17, 2019 Stephen Colby 447-5617

Award Assemble-January 17, 2020 Keysha Griffith 447-5625

Math and Literacy Night-TBA Keysha Griffith 447-5625/Jennifer Bulloch 447-5655

Book Fair-February 25th-28th, 2020-Virginia Thompson 447-5606

Muffins for Mom-May 8, 2020 Kenya Robinson 447-5621

5th grade Promotion-May 17, 2020 Pam Allen 447-5623

Field Day Volunteers Needed-May 15, 2020 Kenya Robinson 447-5621

Meadowcliff will distribute a list of volunteer opportunities and allow parents to select activities and/or events of interest. Procedures for various involvement opportunities will be briefly outlined by previous volunteers or the PTA.



- Meadowcliff will work with the various LRSD middle schools to help provide a smooth transition from one school to the next by communicating the orientation process. A special orientation meeting will be held for parents of fifth graders to help them understand the move to middle school. Tonia Weems 447-5604 April 2020-May 2020

- The parent facilitator will provide no fewer than two hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. Kenya Robinson 447-5621 October 2019 December 2019 February 2020

- Provide a School Checklist Inventory as part of Parent Involvement Professional Development on October 31, 2019. Teachers will be asked to complete the inventory regarding the Meadowcliff Elementary parent involvement policy, the school's Title I program and the school's climate as perceived by staff and parents. Included is a section to provide comments and ideas regarding the school's parent involvement plan. Kenya Robinson 447-5621 October 2019

Meadowcliff will engage parents and families in the evaluation of our parent and family engagement efforts.

- Meadowcliff will engage parents and families in the annually evaluation of the parent and family engagement efforts through an annual evaluation using a comprehension needs assessment completed by teachers, parents, and school staff. The parent and family engagement committee will determine the effectiveness of the parent and family engagement plan and make changes if warranted. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019

- Meadowcliff will use the parent and family interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019

- A parent and family survey will be distributed by the end of each school year to gather information on parent and family engagement program effectiveness. Kenya Robinson 447-5621; Edna Perkins 501-952-1006-Parent May 2020

- Meadowcliff will use the information collected to determine which activities to continue or discontinue. Kenya Robinson 447-5621 May 2020

- Utilize the services of the Little Rock School District's Parent and Family Engagement Specialist. Kenya Robinson 447-5621 August 2019-May 2020

- Provide information on Parent Academy for Student Success (P.A.S.S.) provided by the Little Rock School District. This information is provided in both English and Spanish by the district. Kenya Robinson 447-5621 August 2019-May 2020

- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students.(City Year, fraternities, churches, etc.) Keysha Griffith 447-5625 August 2019-May 2020 • Provide workshops for parents and families based on parent interest surveys that will include some of the following topics: Literacy Math Technology (AR,eSchool, E-books, Compass, On-line textbooks, Etc) Parent Skills (TIPS) ACTAspire Testing Student Academics Cynthia Collins 447-5602, Keysha Griffith 447-5625 and Kenya Robinson 447- 5621 August 2019-May 2020

- Identify parents and families members to serve on Professional Learning Communities so that parents and families can provide input into the decision making process for Meadowcliff Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. Kenya Robinson 447-5621 August 2019-May 2020

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. Meadowcliff Elementary collaborates and supports the LRSD Southwest 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

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

2. Communicating: Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.
3. Volunteering: Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.
4. Learning at Home: Involve families with their children on homework and other curriculum-related activities and decisions.
5. Decision Making: Include families as participants in school decisions, and develop parent leaders and representatives.
6. Collaborating with the Community: Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

The success of the level of parental involvement of these activities will be documented by the analysis of sign in documentation.

## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Conduct "Parents Make a Difference" sessions at the school's Open Houses held on August 9, 2019 3:00-5:00 pm. These sessions will provide a 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

Title I annual meeting held on August 9, 2019 5:00 pm to inform parents of Meadowcliff Elementary participation in Title I and Title I funds allocations. Cynthia Collins 447-5602 and Kenya Robinson 447-5621 August 2019

## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Meadowcliff will communicate with parents in the following ways to increase parent and family engagement and to support classroom instruction by:

- Meadowcliff will provide parent packets to all parents during Parent/Teacher Conference Days October 10-11, 2019. Teachers will also send home packets to all parents who don't attend conference.
- Parents may have the opportunity to sign-off on the district parent and family engagement plan during parent teacher conference.
- Information for parents that don't speak English their packets will be translated into Spanish
- Meadowcliff will provide a parent-friendly summary/explanation of the parent and family engagement plan online

and as a supplement to the student handbook, signatures will be obtain acknowledging receipt of the [district's] parent and family engagement plan summary

- Distributing a monthly newsletter developed by school staff, principal, and the parent/teacher association which will include school news and activities, district events, and parenting tips. Zandra Gordon 447-5603 August 2019-May 2020
- Distributing parent involvement surveys at the beginning of the year to help develop goals and objectives for the school year. This survey will be distributed by the parent facilitator and/or PTA. Kenya Robinson 447-5621 or Keona Johnson 501-247-8804 August 2019-September 2020
- Distributing volunteer opportunities to all parents. Then, a volunteer resource document will be created and shared with staff and parents. Edna Perkins 501-952-1006 August 2019-May 2020
- Utilizing the school website and ESchool Plus to communicate pertinent school information. eSchool plus provides parents access to their child's grades and parents may use eSchool Plus to communicate with their child's teacher. Kenya Robinson 447-5621 August 2019-May 2020

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

##### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Teachers will schedule a minimum of two parent/student/teacher conferences during the school year to discuss academic achievement and discuss the school-parent compact. These conferences will be student led conferences. The students will share their assessment data, goals, and academic needs with their parents during the conferences. Parents will work with the students to determine next steps needed for the child's academic success. Cynthia Collins 447-5602 October 10-11, 2019 and February 20-21, 2020

- Utilizing student's homework folders, teacher web pages, e-mail and telephone calls to communicate individual student's academic and behavioral progress. Zandra Gordon 447-5603 August 2019-May 2020
- Provide information regarding Arkansas State Standards for K – 5th grades. Provide websites for the Little Rock School District and Arkansas Department of Education web-sites so that information can be reviewed by parents. Keysha Griffith 447-5625 August 2019-May 2020
- Identify parents to serve on Professional Learning Communities so that parents can provide input into the decision making process for Meadowcliff Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. Kenya Robinson 447-5621 August 2019-May 2020

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

##### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Meadowcliff will plan the following activities to increase parent and family engagement and to build staff and parent capacity:

- Host 2 math/literacy nights to allow parents the opportunity to learn strategies to assist their children at home with math and literacy skills. Activity kits will be provided by the school to serve as a means to assist children at home. Keysha Griffith 447-5625 Jennifer Bulloch 447-5600 TBA
- Conduct "Parents Make a Difference" sessions at the school's Open Houses held on August 9, 2019 3:00-5:00 pm. These sessions will provide a 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; Title I annual meeting held on August 9, 2019 5:00 pm to inform parents of Meadowcliff Elementary participation in Title I and Title I funds allocations. Cynthia Collins 447-5602 and Kenya Robinson 447-5621 August 2019
- Utilize the services of the Little Rock School District's Parent Specialist. Kaye Rainey 447-3358 August 2019-May 2020
- Provide information on Parent Institutes provided by the Little Rock School District. This information is provided in both English and Spanish by the district. Kenya Robinson 447-5621 August 2019-May 2020
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students. (Fraternalities, churches, business etc.) Keysha Griffith 447-5625 August 2019-May 2020
- Alleviate language barriers by identifying community stakeholders who can serve as translators, both orally and for written communications, for parent conferences, parent workshops, and other school meetings. Tonia Weems 447-5604 August 2019-May 2020
- Identify local organizations and agencies whose purpose is to assist parents with parenting issues and other matters. Kenya Robinson 447-5621 August 2019-May 2020

## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Meadowcliff will take advantage of the community resources for school improvement purposes. Tonia Weems 447-5604 August 2019-May 2020
- Meadowcliff Parent Teacher Association will foster parental and community involvement purposes. Edna Perkins 501-952-1006 August 2019-September 2020 Meadowcliff will provide the following resources for parents and families:
  - Meadowcliff will have a parent and family center with easy accessibility to parents. It is located at the front of the building by the office and is available for parents use during school hours or after school. Kenya Robinson 447-5621 August 2019-May 2020
  - Parents and families will also be encouraged to utilize the media center as a resource to help access edline to check student progress. Virginia Thompson 447-5606 August 2019-May 2020
  - Meadowcliff will promote and support The Parent Institute, purchase parenting books, magazines, and other informative materials. Kenya Robinson 447-5621 August 2019-September 2020
  - Meadowcliff provides the informational packet information on the process for resolving parental and family concerns step by step. Kenya Robinson 447-5621 August 2019-May 2020
  - Take-home backpacks are available for parents to check-out to assist their child at home. Each backpack contains reading, math, and/or writing activities based on science, social studies, math, or reading. Currently backpacks are available for all grade levels. Kenya Robinson 447-5621 August 2019-May 2020

## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Meadowcliff will encourage parent and family engagement in the following types of roles and activities to increase their involvement and support for student learning:
- Meet and Greet-August 9, 2019 Cynthia Collins 447-5602
- Title I Meeting-August 9, 2019 Cynthia 447-5602 and Kenya Robinson 447-5621
- Grandparents' Day Luncheon-September 24, 2019 Nyree Williams 447-5632
- Book Fair-September 23rd-27th, 2019 Virginia Thompson 447-5606
- Red Ribbon Week-October 23rd -31st, 2019 Tonia Weems 447-5604
- Award Assemble-October 25, 2019 Keysha Griffith 447-5625
- PTA Fall Festival-November 7th, 2019 Kenya Robinson 447-5621
- Music Program-December 17, 2019 Stephen Colby 447-5617
- Award Assemble-January 17, 2020 Keysha Griffith 447-5625
- Math and Literacy Night-TBA Keysha Griffith 447-5625/Jennifer Bulloch 447-5655
- Book Fair-February 25th-28th, 2020-Virginia Thompson 447-5606
- Muffins for Mom-May 8, 2020 Kenya Robinson 447-5621
- 5th grade Promotion-May 17, 2020 Pam Allen 447-5623
- Field Day Volunteers Needed-May 15, 2020 Kenya Robinson 447-5621

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- The parent facilitator will provide no fewer than two hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. Kenya Robinson 447-5621 October 2019 December 2019 February 2020
- Provide a School Checklist Inventory as part of Parent Involvement Professional Development on October 31, 2019. Teachers will be asked to complete the inventory regarding the Meadowcliff Elementary parent involvement policy, the school's Title I program and the school's climate as perceived by staff and parents. Included is a section to provide comments and ideas regarding the school's parent involvement plan. Kenya Robinson 447-5621 October 2019

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## **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Meadowcliff will engage parents and families in the evaluation of our parent and family engagement efforts.

- Meadowcliff will engage parents and families in the annually evaluation of the parent and family engagement efforts through an annual evaluation using a comprehension needs assessment completed by teachers, parents, and school staff. The parent and family engagement committee will determine the effectiveness of the parent and family engagement plan and make changes if warranted. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019

- Meadowcliff will use the parent and family interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. Kenya Robinson 447-5621; Edna Perkins-Parent 501-952-1006 August 2019

- A parent and family survey will be distributed by the end of each school year to gather information on parent and family engagement program effectiveness. Kenya Robinson 447-5621; Edna Perkins 501-952-1006-Parent May 2020

- Meadowcliff will use the information collected to determine which activities to continue or discontinue. Kenya Robinson 447-5621 May 2020

- Utilize the services of the Little Rock School District's Parent and Family Engagement Specialist. Kenya Robinson 447-5621 August 2019-May 2020

- Provide information on Parent Academy for Student Success (P.A.S.S.) provided by the Little Rock School District. This information is provided in both English and Spanish by the district. Kenya Robinson 447-5621 August 2019-May 2020

- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students.(City Year, fraternities, churches, etc.) Keysha Griffith 447-5625 August 2019-May 2020

- Provide workshops for parents and families based on parent interest surveys that will include some of the following topics: Literacy Math Technology (AR,eSchool, E-books, Compass, On-line textbooks, Etc) Parent Skills (TIPS) ACTAspire Testing Student Academics Cynthia Collins 447-5602, Keysha Griffith 447-5625 and Kenya Robinson 447- 5621 August 2019-May 2020

- Identify parents and families members to serve on Professional Learning Communities so that parents and families can provide input into the decision making process for Meadowcliff Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. Kenya Robinson 447-5621 August 2019-May 2020

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	You may want to add the following information to #5: Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00. Our school's share of the	10/2/2019

			required 1% reservation was \$1, 361.70.	
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019

Our school's 2019-2020 Parent and Family Engagement Plan is currently under review. As soon as, our plan is approved, we will post it on our school's webpage.



Thank you for your patience.



Martin Luther King Jr. Elementary  
2019-2020 Parent and Family Engagement Plan and Information Packet  
905 Dr. Martin Luther King Drive  
Little Rock, AR 72202  
501-447-5100  
501-447-5101 (Fax)

Principal, Karen Carter – 501-447-5102  
**Library Media Specialist/Parent Facilitator:** Twyla Tate

### **School Vision**

*Living the dream...Mind, Body, and Soul*

### **School Mission**

The mission of Martin Luther King Elementary is to impact the community by empowering all students to become life-long learners. Our goal is to produce leaders who possess integrity and a desire to serve others.

### **2019-2020 Parent and Family Engagement**

#### Committee Members

Ms. Karen Carter, Principal  
Twyla Tate, Parent and Family Engagement Coordinator  
Mrs. Minnie Washington, Media Clerk/ PTA  
Ms. Tameka Cowan- 4<sup>th</sup> Grade Parent  
Ms. Krystle White- Kindergarten Parent  
Ms. Patrice Bell/ Paraprofessional  
Sheila Fields, 3<sup>rd</sup> Grade Teacher  
Gwendolyn Critton, 4<sup>th</sup> Grade Teacher  
Jessica Weaver, Pre-K Teacher  
Brendan McInerney- Music Teacher

**(INDISTAR: #3)** Parent involvement means the participation of parents in regular, two way, 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
- That 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 only 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.

### **INDISTAR #3 - COMMUNICATION**

#### **ADD STATEMENTS:**

- **EXPLAIN HOW INFORMATION PACKET WILL BE DISTRIBUTE (I.E. HOW WILL PARENTS KNOW THAT THE PARENT INFORMATION PACKET IS POSTED ONLINE OR COPIES AT THE SCHOOL?)**
- **EXPLAIN HOW COMMUNICATION TO PARENTS WILL BE PROVIDED TO PARENTS IN LANGUAGE THEY CAN UNDERSTAND**

- **PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE.**

**(INDISTAR: #1)** Martin Luther King Elementary will 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. A prepared family information packet will be distributed consisting of Martin Luther King's Parental Involvement Plan, tip-sheets on homework, study guides and the note-taking process, a list of teachers and the subjects they teach, and school policies and procedures. A calendar of school events, school functions, parental involvement district wide events, and Martin Luther King's parent school activities will also be distributed to parents. **Twyla Tate (501) 447-5106**

**(INDISTAR: #7)** Resources are provided for parents in the Parent Center. Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents are encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet is also available for parental input. The school will open the resource center during normal school hours. The following items and information packets can be found and are not limited to in the Parent Center: **Twyla Tate (501) 447-5106**

- |  |   |
|--|---|
| • Books/Computers                      | • Information on nutrition and Healthy Lifestyles |
| • Math and Literacy Games              | • Community and Volunteer Information             |
| • Safety Materials                     | • Take home backpacks                             |
| • Parenting Tips (English and Spanish) |   |

**(INDISTAR: #2 & #5)** A Title I, Part A School, an Annual Title I Meeting will be conducted annually. The agenda, sign-in sheet and minutes for this meeting will be generated separately from any other events and kept on file in the school's office. The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/ explanation of school curriculum, **parent and family engagement plan**, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. **Reservation of funds will be discussed to allow parent input of how the funds will be utilized.** The meeting will be held August 12, 2019 by Principal, **Karen Carter**.

**(INDISTAR: #7)** Martin Luther King Elementary will communicate with parents in the following ways to increase classroom instruction:

- Distributing monthly newsletters developed by the school leadership team, principal, staff, students, or parent volunteers. **(Principal, Karen Carter 501-447-5100)**
- Routinely contacting parents via email, telephone or written correspondence on an individual basis to communicate about their child's progress. (All classroom teachers & specialists)
- Posting grades to E-School on a weekly basis. (All classroom teachers)
- All staff contact information will be available on the school's website.

**Parent and Family Engagement Workshops**

**(INDISTAR: #7 & #8)** Parents are encouraged to attend the following meetings/workshops at various times to increase engagement opportunities and build staff and parent capacity.

- Annual Title I Meeting- August 12, 2019- **Contact- Karen Carter**
- Grandparents Day- September 12-13, 2019 – **Contact – Ed Scott**
- Peace Week- September 16-20, 2019- **Contact- Twyla Tate and Mildred Calvin**
- Family Game Night- October 2019- **Contact- Karen Day**
- Honors Assembly- End of each quarter- **Contact- Karen Carter**
- Red Ribbon/Spirit Week- October 21-25, 2019- **Contact- Mildred Calvin**
- School Musical- December 12, 2019- **Contact- Sarah Stokes**
- Fall Fest- November 15, 2019- **Contact- Minnie Washington**
- Step Up for King- November 5, 2019- **Contact- Dee Layton**
- VIPS Reading Day- November 12, 2019- **Contact-Twyla Tate**
- American Education Week- November 11-15, 2019- **Contact- Twyla Tate**
- Family Camp Night- November 14, 2019- **Contact- Karen Carter**
- 100<sup>th</sup> Day of School Celebration- January 28, 2020- **Contact- R. Thomas**
- 4<sup>th</sup> and 5<sup>th</sup> Grade Music Program- February 27, 2020- **Contact- B. McInerney**
- Dr. Suess's B-Day- March 2 - 6, 2020- **Contact – A. Rodriguez**
- Family STEM Night- March 19, 2020- **Contact- Dee Layton**
- King Volunteer Recognition Reception- April 23, 2020- **Contact- Gwen Critton and Minnie Washington**
- 5<sup>th</sup> Grade Celebration- May 22, 2020- **Contact- Brenda Harris and Kortland Benjamin**
- Pre-K Celebration- May 21, 2020- **Contact- Gwendolyn Glasco, Richelle Thomas, Grace Brizzolara, Jessica Weaver, and Karen Day**
- MLK Reads- Throughout the year- **Contact- Dee Layton**
- Parent/Teacher Conferences- Throughout the year- King Staff
- EAST- Throughout the year- **Contact-Millicent Sanders-Anderson**

**(INDISTAR: #6)** Martin Luther King Elementary will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts from all stakeholders. Volunteers will be recruited and trained . Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.

**Twyla Tate (501-447-5106) Karen Carter (501-447-5100)**  
**MLK Reads Contact person Randall Eller (501-447-5190)**

**(INDISTAR: #4)** School staff, parents, and students will develop a school-parent-student compact. This compact will outline 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.

**Karen Carter (501-447-5100)**

**(INDISTAR: #1)** The school will engage parents in the annual evaluation of the school's ACSIP Plan and the Title I, Part A Program's parental involvement efforts through an annual

evaluation using a comprehensive needs assessment. This assessment will be completed by teachers, parents and school staff. The principal will designate (1) certified staff member to serve as a parent facilitator. **Twyla Tate (501-447-5106)**

**(INDISTAR: #6 & #9)** The school will continue to work with all stakeholders. We will continue to seek additional community partners. Martin Luther King Elementary will plan the following meetings to increase parent involvement, build community relationships, build staff and parent capacity. **Please call 447-5100 to reach the responsible person.**

School Visitors and Volunteers

**(INDISTAR: #7)** MLK welcomes and encourages parents to visit the building often. Parents play an integral part of the educational system and we feel that any time you are able to spend with us at the school is of great value. All visitors must report to the office or security desk upon entering the building. Parents and volunteers are reminded to sign the VIPS book to ensure accurate credit for service.

**(INDISTAR: #7)** Parent/Teacher/Student Conference

The LRSD has two scheduled parent conferences throughout the year. We also encourage parents to meet with teachers, as needed, to discuss your child's progress. Students will be involved with all conferences this year and will actually assist in leading the conferences. Parents wishing to meet with the teacher may call or send a note to set an appointment. Conferences must occur during non-instructional times.

**(INDISTAR: #9)** Martin Luther King 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, King participates on the LRSD NNPS Central-East School Cluster Team. For more information, contact Twyla Tate, Parent & Family Engagement Coordinator 501-447-5106.

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 #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.

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

Our school's 2019-2020 Parent and Family Engagement Plan is currently under review. As soon as, our plan is approved, we will post it on our school's webpage.



Thank you for your patience.

## **Otter Creek Elementary School 2019-2020 Parent and Family Engagement Plan**

**School Mission Statement:** Our mission at Otter Creek Elementary School is to prepare all students to be successful in a twenty-first century, global community for whatever life endeavors they choose to pursue. Every student will grow academically, socially, and emotionally each year.

**Vision Statement:** We believe our mission will be accomplished through: Collaboration, Shared Leadership, Parental Involvement, Positive School Climate, Engaging Learning Environment

Otter Creek is a Title I school. 81.04% of our students are on free or reduced lunch.  
Average daily attendance rate: 96%.

### **Parent Involvement Members**

Wendy Minor, Principal  
Karyna Johnson, Parent Facilitator  
Dawna Hawkins, School Secretary / Parent Facilitator  
Amal Harrison, Speech Therapist  
Malorie Turner, Counselor  
Felicia Hayes, Academic Intervention Specialist  
Laquita Steward, PTA President  
Felicia Hayes-Academic Interventionist  
Christina Rockwell-Teacher  
Roxanne Hester – Parent  
Norman Steward - Parent

Otter Creek will communicate with parents to increase parent and family engagement and to support classroom instruction in the following ways:

- Otter Creek will distribute a monthly newsletter developed by the Campus Leadership Team, the principal, staff, students and parent volunteers. It will include a calendar of events, school functions, parent and family engagement district-wide events, parenting tips and parent school activities. Contact person for school newsletter/calendar: **Dawna Hawkins, 447-5803.**
- In addition, Otter Creek Specialists will send home a quarterly “Specialists’ Scoop” newsletter, alerting parents about the skills and happenings in enrichment classes. Contact person for specialists’ newsletter: Contact person for Specialist’s scoop: **Sandra Courtois Lawrence, 447-5806.**
- Each teacher can be contacted via e-mail or the telephone. Contact person: **Dawna Hawkins, 447-5803.**

- Parents will be informed that a copy of the Student Handbook may be accessed online at any time. The handbook explains the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Contact person: **Wendy Minor, 447-5802.**
- Utilizing the school website and eSchool Plus to communicate pertinent school information. eSchool plus provides parents access to their child's grades and parents may use eSchool Plus to communicate with their child's teacher. Contact person for eSchool Plus: **Dawna Hawkins 447-5800..**
- Teachers will schedule a minimum of two parent/student/teacher conferences during the school year to discuss academic achievement and discuss the school-parent compact. These conferences will be student led conferences. The students will share their assessment data, goals, and academic needs with their parents during the conferences. Parents will work with the students to determine next steps needed for the child's academic success. Contact person for conference schedules, **Wendy Minor, 447-5802.**
- Utilizing student's homework folders, class dojo, postcards, e-mail and telephone calls to communicate individual student's academic and behavioral progress. Contact persons: Classroom teachers and **Wendy Minor, 447-5802.**
- A hard copy of the Family Informational Packet is available in the Parent Center and online on the school website (accessible by going to [www.lrsd.org](http://www.lrsd.org); click on schools, then Otter Creek Elementary). This packet contains Otter Creek's parent and family engagement plan, survey for parental interests, suggestions for ways parents can become involved in their child's education, school policies and procedures, homework tips, how to conference with your child's teacher and ways to get involved in the school. Contact Person, **Karyna Johnson 447-5832.**
- Identify local organizations and agencies whose purpose is to assist parents with parenting issues and other matters. Contact person: **Malorie Turner-Carr 447-5804.**

Otter Creek will plan the following meetings, activities, and workshops at various times to increase parent and family engagement and support student learning:

- Back-to-School Bash-August/2019. Contact person: **Wendy Minor, 447-5802.**
- Open House/Parent Information Night-Thursday, September 5, 2019. Contact person: **Wendy Minor, 447-5802.**
- Grandparent's Day- September 6, 2019 Contact person: **Dawna Hawkins 447-5800.**
- Fall Book Fair- September 2019. Contact person: **Margaret Wang, 447-5829.**
- Parent Conference Days- October 10 & 11, 2019 and February 20 & 21 2020 **Wendy Minor, 447-5802.**
- Title I Parent Meeting- Tuesday September 24, 2019 Contact person: **Karyna Johnson 447-5832.**
- Math/Literacy/ESL Night-. September 24, 2019 Contact person: **Dawna Hawkins 447-5800.**
- Red Ribbon Week-October 23-31, 2019. Contact person: **Malorie Turner, 447-5804.**



- P.T.A. Fall Dance September 20, 2019: Christina Rockwell (PTA Vice-President) [Christina Rockwell, 447-5815.](#)
- VIPS Reading Day- November 2019 Contact person: [Dawna Hawkins 447-5800](#)  
[Laquita Steward 447-5847.](#)
- Fall Book Fair- Contact person: [Margaret Wang 447-5829.](#)
- Science Fair Information Night- November 2019 Contact person: [Margaret Wang 447-5829](#)
- Spring Book Fair- Spring/2020 Contact person: [Margaret Wang, 447-5829.](#)
- VIPS Luncheon- Spring/2020 Contact person: [Malorie Turner, 447-5804.](#)
- PTA Winter Ball February 2020 Contact person: PTA, [Laquita Steward 447-5847.](#)
- Kindergarten Awards & Musical- May 2020 Contact person: [Karyna Johnson, 447-5832.](#)
- Quarterly Awards Ceremonies K-5, 1<sup>st</sup> quarter October 2019- TBA Contact person: [Wendy Minor, 447-5802.](#)
- Career Fair- spring 2020 Contact person: [Malorie Turner-Carr 447-5804.](#)
- Field Day- May 2020 Contact person: [Tim Scarborough, 447 – 5812.](#)
- Fifth grade graduation: May 2020 Contact person: [Wendy Minor, 447-5802.](#)
- Music Programs- 3<sup>rd</sup> grade: March 20`20  
1st grade: December 2019  
4<sup>th</sup> grade: February 2020  
2<sup>nd</sup> grade: December 2019  
Kindergarten: May 2020  
5<sup>th</sup> grade : May 2020  
Contact person: [Karyna Johnson, 447-5832.](#)
- Tutors/Mentors/Encouragers- Wednesdays throughout the year. Contact person: [Karen Scarborough, 455-3474.](#)
- AR Kids Read- Tuesdays and Thursdays throughout the year. Contact person: [Donna Corrothers 447-5804.](#)
- Fifth Grade Orientation Night- TBA by district. Contact person: [Malorie Turner, 447-5804.](#)
- Volunteer opportunities are presented throughout the year and at activities. Parents and family members may sign up anytime throughout the year. Volunteer training will be provided. Contact person: [Karyna Johnson, 447-5832.](#)
- Teachers will encourage parents to become involved with school activities.
- Literacy, Math and Science Nights will provide parents' ways to incorporate developmentally appropriate learning activities in the home environment, helpful website tools for parents and other at-home parent instruction approved by the ADE. Contact persons: [Karyna Johnson, 447-5832](#) and [Dawna Hawkins 447-5800.](#)
- School, staff, parents and teachers will work together to create a School-Parent Compact. This will outline how parents, school staff and students will share the responsibility for improving student achievement, and the means by which Otter Creek School and parents will build and develop a partnership to help children

achieve the state's high academic standards. Contact person: **Wendy Minor, 447-5802.**

- Our Title I Annual meeting is held at the beginning of school, with parents and teachers. Otter Creek is Title I school wide. September 24, 2019 Contact person: **Wendy Minor 447-5802.**
- Otter Creek will provide opportunities for parents to be involved in the development, implementation and evaluation of the school-wide school improvement plan and the annual Title I meeting provide opportunities with decision-making processes regarding the school's Title I program and funds allocation by:
  - \* Involving parents and families on planning and training committees
  - \* Using community resources to provide advice-Wednesdays each week.
  - \* Having a P.T.A. that fosters parent and community support- the second Tuesday of each month.

The contact person for the above events is: **Wendy Minor,447-5802.**

- Otter Creek will provide resources for parents and families in our school's Parent Center located in the front foyer and in our Media Center. The Parent Center is open during school hours, from 7:00 a.m. until 4:00 p.m. Contact person: **Sandra Courtois Lawrence 447-5806.**
- Parenting books, magazines, pamphlets, brochures and other information regarding responsible parenting are available. Parents will also be able to access materials during Open House, Family Nights, PTA meetings, Watchdog Dad Nights and parent conferences. Parents may be able to check out materials from the Parent Center and have access to a computer. Contact person: **Karyna Johnson 447-5832 or Dawna Hawkins 447-5803.**
- Otter Creek will survey parents, teachers and staff members using a comprehensive needs assessment. The Title I Committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if needed. Contact person: **Dawna Hawkins 447-5803.**
- Otter Creek will use the Parent Surveys distributed at the beginning of the year, to determine what specific activities, information, resources and workshops are needed to help parents. The school will also evaluate each school activity to see which ones were most beneficial. The school's leadership team will accomplish these actions as they meet the second Friday of every month. Contact person: **Dawna Hawkins 447-5803.**

### **Otter Creek Elementary will engage parents and families in the evaluation of our parent and family engagement efforts.**

- Otter Creek will engage parents and families in the annually evaluation of the parent and family engagement efforts through an annual evaluation using a comprehension needs assessment completed by teachers, parents, and school staff. The parent and family engagement committee will determine the effectiveness of the parent and family engagement plan and make changes if warranted. **Karyna Johnson 447-5832**

- Otter Creek will use the parent and family interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. **Karyna Johnson 447-5832**
- A parent and family survey will be distributed by the end of each school year to gather information on parent and family engagement program effectiveness. **Karyna Johnson 447-5832**
- Otter Creek will use the information collected to determine which activities to continue or discontinue. **Karyna Johnson 447-5832**
- Utilize the services of the Little Rock School District's Parent and Family Engagement Specialist. **Karyna Johnson 447-5832**
- Provide information on Parent Academy for Student Success (P.A.S.S.) provided by the Little Rock School District. This information is provided in both English and Spanish by the district. **Karyna Johnson 447-5832**
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students. **Dawna Hawkins 447-5800**
- Provide workshops for parents and families based on parent interest surveys that will include some of the following topics:
  - Literacy
  - Math
  - Parent Skills (TIPS)
  - ACTAspire Testing
  - Student Academics
- Identify parents and families members to serve on Professional Learning Communities so that parents and families can provide input into the decision making process for Otter Creek Elementary. These committees will involve parents in school improvement planning, curricular and instructional review, and evaluation of the school wide school improvement plan. **Karyna Johnson 447-5832, Wendy Minor 447-5802**

Otter Creek will provide the following resources for parents and families:

- Otter Creek will have a parent and family center with easy accessibility to parents. It is located at the front of the building by the office and is available for parents use during school hours or after school. **Dawna Hawkins 447-5800**
- Parents and families will also be encouraged to utilize the media center as a resource to help access eSchool Plus to check student progress or to complete any district level documents. **Ronald Chargois 447-5860**

**Otter Creek will distribute a list of volunteer opportunities and allow parents to select activities and/or events of interest. Procedures for various involvement opportunities will be briefly outlined by previous volunteers or the PTA.**

- Otter Creek will work with the various LRSD middle schools to help provide a smooth transition from one school to the next by communicating the orientation process. A special orientation meeting will be held for parents of fifth graders to help them understand the move to middle school. **Malorie Turner-Carr 447-5804**
- The parent facilitator will provide no fewer than two hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. **Karyna Johnson 447-5832**
- Provide a School Checklist Inventory as part of Parent Involvement Professional Development on October 31, 2019. Teachers will be asked to complete the inventory regarding the Otter Creek Elementary parent involvement policy, the school's Title I program and the school's climate as perceived by staff and parents. Included is a section to provide comments and ideas regarding the school's parent involvement plan. **Karyna Johnson 447-5832**

### The National Network of Partnership Schools (NNPS) NNPS

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. Otter Creek 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

1. **Parenting:** Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to better understand families.
2. **Communicating:** Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.
3. **Volunteering:** Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.
4. **Learning at Home:** Involve families with their children on homework and other curriculum-related activities and decisions.
5. **Decision Making:** Include families as participants in school decisions, and develop parent leaders and representatives.
6. **Collaborating with the Community:** Coordinate resources and services from the community for families, students, and the school, and provide services to the community.

AR  
 Pulaski Heights Elem School (Little Rock School District)  
 319 North Pine Street  
 Little Rock AR 72205  
 501-447-5900

### School Parent and Family Engagement Plan

<b>School Name:</b>	Pulaski Heights Elementary
<b>Facilitator Name:</b>	Kelly Navin
<b>Plan Review/Revision Date:</b>	9/2/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Kelly	Navin	Teacher, Parent Facilitator
Anna	Lloyd	Principal
Barbara	Hall	Teacher
Mac	Huffman	Community Member
Angela	Alexander	Parent
Katie	Saddler	Parent and Special Education Teacher

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

Implement a Campus Leadership Team to encourage parents, students, community members and teachers to be part of this team. This team will meet monthly to discuss strategies for school improvement. They will contribute to the formation and revision of the school ACSIP plan and the parent and family engagement plan.

The school will engage parents in the annual evaluation of the Title I, Part A parent and family engagement efforts

through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

The Title I meeting will be held on September 19, 2019. The contact person is Principal, Anna Lloyd at Anna.Lloyd@lrzd.org. Parents are informed about Title 1 status and funding distribution at the school. Additional information shared with parents: current report card status, plans for improvement, successes and challenges, PTA, attendance. Parents are engaged through activities with their child (math games, library scavenger hunt) and parenting classes.

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

Our school shall:

- Establish a nurturing atmosphere so that parents will always feel welcome.
- Designate certified staff members to serve as Parent Facilitators and whose duties are as follows:
- Provide opportunities to foster parent involvement in the school.
- Provide a parent communication system that consists of the following:
- Provide a monthly newsletter with important dates and school information.
- Provide interim grades for each of the four nine-week periods.

- Conduct parent/teacher conferences (twice yearly and more as needed)
- Educate parents on the use of the Home Access Center to keep track of student progress
- Provide a parent center that contains resources such as: books, magazines and literature parents can read to promote positive parenting.
- Provide copies of the school handbook that includes the process for resolving parent concerns.
- The school will provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.
- Encourage communication between parents and teachers by scheduling two parent-teacher conferences days per year.
- Pulaski Heights Elementary School/Home Learning Compact

#### Communicating

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

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

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

The information packet will be distributed at the Title 1 family night and posted online. Additional copies can be found in the parent center located at the school. Parents may have the opportunity to sign off on the parent family engagement plan during parent conferences.

Parent communication is provided in multiple ways. Information/newsletters/flyers sent home are translated to Spanish and share with the families who need it. Online information is also translatable using the document translator. Personal communication (conferences, etc.) an interpreter is provided.

#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

PHE school staff, parents, and students will develop a school-parent-student compact. This compact will outline 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. All stakeholders will sign the compact.

LITTLE ROCK SCHOOL DISTRICT

Student Name: Grade

Pulaski Heights Elementary School/Home Learning Compact

Our mission at Pulaski Heights Elementary School is to educate all children so they will become contributing members of society. The staff, faculty, parents and community will provide a nurturing environment that will enhance opportunities for students to become proficient in literacy and mathematics while utilizing technology.

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:

- Attend school regularly.
- Come to school each day with pens, pencils, paper and other necessary tools for learning.  Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Signature \_\_\_\_\_

Teacher Agreement

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

- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with the assignments.
- Encourage students and parents by providing information about student progress.
- 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:

- Provide an environment that allows for positive communication between the teachers, parents and students.  Ensure teachers homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed.



Ensure that parents receive frequent reports on their child's progress.  Ensure parental access to staff to support partnerships.

Provide parents opportunities to volunteer and observe classroom activities.

Signature \_\_\_\_\_

Distrito Escolar de Little Rock

Compacto de Aprendizaje del Hogar/Escuela

Nombre de la Escuela Pulaski Heights Elementary

Nombre del Estudiante Grado

Our mission at Pulaski Heights Elementary School is to educate all children so they will become contributing members of society. The staff, faculty, parents and community will provide a nurturing environment that will enhance opportunities for students to become proficient in literacy and mathematics while utilizing technology.

Acuerdo de Padre/Tutor Fecha:

(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:

Asistir a la escuela regularmente.

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

Completar y regresar las tareas asignadas.

Observar horas de estudio regulares.

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:

Proveer tareas para los estudiantes.

Proveer la ayuda necesaria para que los padres les puedan ayudar a sus hijos/as con lo asignado.

Apoyar a los estudiantes y a sus padres, proveyendo información sobre el progreso del estudiante.  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:

- Proveer un ambiente que permitirá comunicación positiva entre maestros, padres y estudiantes.
- Alentar a los maestros para que asignen tareas regularmente que refuercen la instrucción del salón.

Firma:

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

The Title 1 budget is determined by committee input. The committee consists of parents, community members, teachers and administrators. The committee reviews and plans for Title 1 expenditures based on previous years funding. If necessary, adjustments are made throughout the year. Parents are notified of Title 1 funding through the Title 1 Family Night. Parents are provided a list of budget expenses and activities that Title 1 budget supports.

o Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00, therefore our school's share of the required 1% reservation was \$708.90. The parents of PHE will be provided the opportunity to provide input regarding the use of the funding.

**6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement,

Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

- Implement and support a Parent-Teacher Association (PTA) and encourage all to join and participate. Meetings will be held monthly.

The PHE Parent Center is open. The parent center is located on the first floor next to security. Monday – Friday 7:50 a.m. to 3:00 p.m. Contact: Kelly Navin, 447-5900, kelly.navin@lrzd.org

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

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

- Prepare Family Informational Packets that will be available to PHE parents that include:
  - o Pulaski Heights Elementary Parent and Family Engagement
  - o LRSD Student Handbook
  - o Strategies for effective parent/teacher collaboration
  - o Parent survey of parent interests and needs
  - o Opportunities for parent and family engagement to support school community and the education of their children
  - o Tentative calendar of family events
  - o Parent suggestion sheets on how to foster children's success at school.

The Parents will:

- Become an involved parent at Pulaski Heights Elementary School in one or more of the following ways:
  - Join and become active members of the PHE P.T.A.
  - Volunteer and mentor at Pulaski Heights Elementary.
  - Review monthly newsletter provided by the school.
  - Review informational pages in their agenda book/homework folder.
  - Attend parent conferences.
  - Attend parent workshops.
  - Attend school activities.
  - Provide a quiet place at home for children to study and do homework.
  - Volunteer training will be provided. VIPS Department 447-VIPS

- Monitor your child's learning and provide assistance when needed.
- Monitor your child's progress as follows:
- Review interim reports on eschool
- Review report cards on eschool
- Review notes sent home.

#### HOW PARENTS CAN BE INVOLVED

- Plan various activities throughout the school year to strengthen our school community and parent involvement. September Meet and Greet to provide parents the opportunity to meet teachers and be informed of classroom procedures

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

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

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.

### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

The teachers will:

- Foster a classroom environment that encourages learning.
- Ensure students are engaged in meaningful instruction on a daily basis
- Encourage parents to become active participants in the classroom community through open communication
- Provide quarterly interim grades on eSchool for students who demonstrate a need for additional support.

### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Pulaski Heights Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model is designed to enhance parent participation and family engagement in the school and community. The family model is researched base and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, student learning, decision making, and collaborating with the community. To support the six types of involvement, Pulaski Heights Elementary participates in the LRSD NNPS West School Cluster Team.

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

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/8/2020

AR  
 Rockefeller Elementary School (Little Rock School District)  
 700 East 17th St.  
 Little Rock AR 72206  
 501-447-6200

### School Parent and Family Engagement Plan

<b>School Name:</b>	Rockefeller Elementary
<b>Facilitator Name:</b>	Neresa Williams
<b>Plan Review/Revision Date:</b>	9/9/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Shoutell	Richardson	Principal
Neresa	Williams	Parent Facilitator
Shannon	Rodgers	Teacher
Marquis	Cooper	Counselor
Arlin	Cheeter	Parent
Tiffany	Payan	PTA President

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Rockefeller will engage parents in the evaluation of Parent and Family Engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the Parent and Family Engagement plan and make changes, if warranted. While collecting evidence about the satisfaction of the program and the school's efforts to increase Parent and Family Engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in 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. Contact Neresa Williams 447-6232.

#### **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Annual Title I meeting will be held November 8th, a time that will allow the most parents and families to attend. It will include a "State of the School" message from the principal, including school improvement status, use of Title I funds and how they will be utilized, description/explanation of school curriculum, parent and family engagement plan, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet in the coming year. The principal can and will make additional plans for reaching these goals if needed. Contact Shoutell Richardson, 447-6200.

- A sign in sheet and agenda will be kept to document the meeting. Contact Sara Fairchild, 447-6203; Neresa Williams 447-6232.
- Parents will be notified of the Annual Title I meeting through ParentLink phone calls, flyers, school calendar and on the digital marquee outside the school. Contact Shoutell Richardson, 447-6200; Neresa Williams 447-6232.

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**3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Classroom teachers will utilize a variety of methods to maintain effective two-way communication with parents, such as classroom newsletters, weekly work packets, behavior logs, notes home, e-mail and telephone contacts. Contact Classroom Teachers

- Teachers will communicate student progress or lack thereof through written communication, conferences, and progress reports. Contact Classroom Teachers.
- Rockefeller will utilize the ParentLink phone messaging system to communicate information about school events.
- We will provide eSchool access codes and training to allow parents to communicate in a regular, meaningful, two-way manner with the child's teacher and principal and to keep up with their child's progress. Contact Shannon Rodgers, 447-6206.
- Rockefeller will maintain a school website containing information about the school and its programs. Contact Shannon Rodgers, 447-6206.
- There will be a regular school newsletter/calendar which includes information about curriculum and activities in the school.
- Parents will be provided with a copy of the LRSD Student Rights and Responsibilities Handbook which specifies policies, references and practices that best help parents to resolve parental concerns.
- The school will send brochures home with students, post notices in school facilities and public buildings, and provide information about parent workshops and meetings. All communications sent home will be in a format and language that can be easily understood. Contact Sara Fairchild, 447-6203; Neresa Williams 447-6232; Classroom teacher

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Each spring, school staff, parents, and students will collaborate to develop the School-Parent-Compact by reviewing the existing Compact and making suggestions for additions, deletions and wording changes. This compact outlines how parents, school staff and students share responsibility for improving student achievement and the actions each stakeholder will take. All stakeholders will sign the compact and copies of the signed document will be filed in the student's permanent record folder. Contact Neresia Williams 447-6232; Shoutell Richardson, 447-6200.

Parents and community members are vital to Rockefeller's school improvement plans. In order to involve them in the planning, implementation and evaluation process the following actions will be taken:

- Include parent and community participation in developing, implementing and evaluating the school improvement (ACSIP) plan, including budgeting suggestions related to Title I funds.
- Support the development and continuation of a Parent Teacher Association (PTA), which will foster parent and community involvement within the school. Contact Neresia Williams -501-447-6232.
- Include parents and community members in the planning and presentations of the Annual Title I Meeting. Contact Shoutell Richardson, 447-6200.

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Annual Title I meeting will be held November 8th, a time that will allow the most parents and families to attend. It will include a "State of the School" message from the principal, including school improvement status, use of Title I funds and how they will be utilized, description/explanation of school curriculum, parent and family engagement plan, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet in the coming year. The principal can and will make additional plans for reaching these goals if needed. Additionally, the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was **\$1,035.30**. Our parents have multiple opportunities to share their thoughts and expectations regarding the use of these funds. Contact Principal Shoutell Richardson, 447-6200 for more information.

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#### **6: Coordination of Services**



*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Rockefeller Elementary will encourage volunteerism and empower parents to assist their children in learning at home by: Providing opportunities to support the instructional program through tutoring, reading partners, mentoring and participation in Extended Day activities. Contact Marquis Cooper, 447-6204; Shannon Rodgers, 447-6206; Neresia Williams 447-6232.

- Providing a list of on-going volunteer opportunities as well as informing parents and community members of volunteer needs for special events through print and electronic media. Contact Sara Fairchild, 447-6203; Neresia Williams 447-6232; Shannon Rodgers 447-6206.

- Rockefeller will provide information to parents on how to incorporate developmentally appropriate learning activities in the home through activity calendars, interactive homework activities, and Nutrition Nuggets newsletters. Contact Sara Fairchild, 447-6203

- Volunteers will be recognized for their work in our school through Volunteers in Public Schools (VIPS) and other means. Contact Shannon Rodgers, 447-6206; Neresia Williams 447-6232.

- Principal's Video Broadcast via Facebook/Scavenger Hunt/Survey tied to Broadcast for parents included (welcome, parent compact, Title 1, PBIS, Expectations, Curriculum, Attendance and Test Data for ACT Aspire 2019). •Access to National Network of Partnership Schools (NNPS) •Implement (3) Successful Saturdays/Parent Engagement Workshop/Opportunities with Greater Second Baptist Church Community partner (Financial Literacy, Single Mother's, Parenting Classes, Mental Health Awareness, Book clubs, Young Life, and Financial Freedom). 11/9, 12/7 & 1/25/20

- Weekly access to parent center, newsletters, 2 way communication from teachers, digital reminders and messages via (Remind, Blackboard, Facebook, Twitter, etc.)

- Work with PTA and parent volunteers daily ( solicit information via Rockefeller Elementary and ECC Parent Volunteer Card 2019)

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**7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Rockefeller Elementary will provide resources for parents in a number of ways including:

- Maintaining a Parent Center, which includes educational pamphlets and brochures, as well as materials available to borrow. (Room 103-A) Contact Neresia Williams 447-6232.

- Purchasing materials to support Parent and Family Engagement such as books, videos and other publications, as Title I funds are available.

- Providing computer access to parents in the Parent Center, as well as in other common areas of the school.

- Providing training for parents in computer to enable them to access on-line information about their child's progress (eSchool) and other educational information. Contact Shannon Rodgers; 447-6206.

- Providing links on the school website to Parent and Family Engagement activities for parents who were unable to

attend. Shannon Rodgers, 501-447-6206.

- Distributing a packet of information at registration which shall include the Parent and Family Engagement plan, the Title I Compact, a staff list with phone and e-mail information, PTA information, a parent survey, volunteer information and general information about the school, its hours and programs. Neresa Williams, 501-447-6232.
- There is a designated certified staff member as Parent and Family Engagement facilitator. Contact Neresa Williams 447-6232.

Utilize social media, to communicate current events, upcoming programs, student and staff highlights daily

Conduct staff, student and parent surveys to collect culture, academic and behavior assessment for school

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Events:

- Open House September 5, 2019
- Scholastic Book Fair September 9-13, 2019
- "Celebrating Grandparents" Lunch with Grandparents September 12th/Pre K September 13th/ K-5
- Title I Annual Meeting September 30, 2019
- Parent/Teacher Conferences October 10, 2019/October 11, 2019
- Parent /Teacher Conferences February 20-21, 2020
- Quarterly Scholars' Awards Assemblies November 4, 2019 /January 27, 2020 /April 13, 2020
- Red Ribbon Week October 22-26,
- 21st Parent Information Night September 24, 2019
- Fall Family and Math Literacy Night October 17, 2019
- Fall Carnival October 25, 2019
- VIPs Reading Day November 14, 2019
- Principal's Video Broadcast via Facebook/Scavenger Hunt/Survey tied to Broadcast for parents included (welcome, parent compact, Title 1, PBIS, Expectations, Curriculum, Attendance and Test Data for ACT Aspire 2019).
- Access to National Network of Partnership Schools (NNPS)
- Implement (3) Successful Saturdays/Parent Engagement Workshop/Opportunities with Greater Second Baptist Church Community partner (Financial Literacy, Single Mother's, Parenting Classes, Mental Health Awareness, Book clubs, Young Life, and Financial Freedom). 11/9, 12/7 & 1/25/20
- Weekly access to parent center, newsletters, 2 way communication from teachers, digital reminders and messages via (Remind, Blackboard, Facebook, Twitter, etc.)
- Work with PTA and parent volunteers daily ( solicit information via Rockefeller Elementary and ECC Parent Volunteer Card 2019)

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## **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to*

build capacity.)

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

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. Rockefeller Elementary collaborates and supports the LRSD Central-East 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.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please provide a brief explanation regarding these funds.	1/15/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020

AR  
Romine Interdist. Elem School (Little Rock School District)  
3400 Romine Road  
Little Rock AR 72204  
501-447-6300

### School Parent and Family Engagement Plan

<b>School Name:</b>	Romine Elementary
<b>Facilitator Name:</b>	
<b>Plan Review/Revision Date:</b>	
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Tyrone	Harris	Principal
Andrea	Brooks	Counselor
Elizabeth	Cranford	Resource Teacher
Stephanie	Copes	First Grade Teacher
Margaret	Thomas	Special Education Teacher
Kristin	Shumate	Second Grade Teacher

**Committee Members, Role:**

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

First Name	Last Name	Position
Holly	Bennett	Pre-K Teacher
Dolores	Hill	Kindergarten Teacher
Yvonne	Roach	First Grade Teacher
Cecile	Jones	Special Education Teacher
Debra	Sloan	Technology Specialist
Cathy	Koehler	Media Specialist

**Committee Members, Role:**

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

First Name	Last Name	Position
Sha	Anderson	Parent
Edgar	Mejia	Parent
Louis	Portlock	Community Members
Nona	Whittaker	Parent Facilitator

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## **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Little Rock School District

Romine Elementary School

2019-2018 Parent and Family Engagement Plan

School Mission: All stakeholders will collaborate to develop well-disciplined, motivated, high achieving students by providing high quality, differentiated instruction and interventions to meet the educational, social, and emotional needs of students.

Principal: Tyrone Harris

Parent Facilitator: Nona Whittaker

Romine is a school-wide Title 1 school for grades P3-5th. The number of students on free and reduced lunch is 100%.

Parent Involvement Committee Members

Tyrone Harris, Principal

Andrea Brooks, Counselor

Nona Whittaker, Parent Facilitator

Elizabeth Cranford, Resource Teacher

Stephanie Copes, 1st grade Teacher

Margaret Thomas, Special Education Teacher

Kristin Shumate, 2nd Grade Teacher

Holly Bennett, Pre-K Teacher

Dolores Hill, Kindergarten Teacher

Yvonne Roach, 1st Grade Teacher

Cecile Jones, Special Education Teacher

Debra Sloan, IT Specialist

TBA, Behavior Specialist

Cathy Koehler, Media Specialist

Dr. Sha Anderson, Parent

Tanika Deadmon, Parent

Louis Portlock, Community Member

(INDISTAR: #3 – COMMUNICATION) Romine will communicate with parents to increase parent and family engagement and to support classroom instruction in the following ways: by distributing a monthly calendar of school activities (Tiffani Scott, 447-6300), monthly "Meet Me at the Bus Stop" conversations, school wide events calendar and monthly lunch menu ; ParentLink messages by phone and email (Debra Sloan, 447-6321), posting grades weekly on eSchool for the intermediate level (classroom teachers), providing information of events and activities on the district and school webpages (Debra Sloan, 447-6321) and posting events on the school Twitter and Facebook pages, as well as Class Dojo (Cathy Koehler, 447-6314). Teachers will create newsletters and have daily communication folders for students to show parents.

(INDISTAR: #7 & 8 – BUILD PARENT AND STAFF CAPACITY) Romine will plan the following meetings to increase parent and family engagement, and to build staff and parent capacity: Open House on August 8, 2019 where we will communicate district and school goals, give an overview of ACT 397, Comprehensive Literacy Program, Mathematics curriculum, Mental Health and Counseling services, and Self-Contained Programs. Romine's teachers will schedule and conduct four Parent/Teacher conferences days on October 10 and 11, 2019 and February 20 and 21, 2020. Teachers will collaborate and discuss with parents their child's progress in class including AIP's, IRI's, IEP's and 504 plans. We will encourage parents including, but not limited to, the following ways: volunteer in their child(ren)'s classroom as reading buddies, teacher assistances, field trip chaperons, lunch time, etc. Parents may also volunteer in various ways during the Scholastic Book Fair, Grandparent's Day, hall monitors,

Honors Award trips, Red Ribbon activities, Pre-K Ceremony, and help at the Pre-K and fifth grade transition ceremonies in May. Parents are encouraged to volunteer at least three (3)

hours per month at the Fall Carnival (Yvonne Roach, 447-6347), the Walk and Talk (Ryan Westin, 447-6352), and/or Career Day, March 13, 2020.

(INDISTAR: #6 & 9 – COORDINATION & DISCRETIONARY) Parents will be informed through the ParentLink messages, Facebook, Twitter, ClassDojo, emails and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Cathy Koehler, 447-6314). Pre-School Meet and Greet will provide parents and community connections with the need for and training of volunteers. Parents will also receive information through Romine's PTA meetings, which will be held at least once each nine weeks.

(INDISTAR: #8 – STAFF CAPACITY) The school staff will participate in at least two hours of professional development in effective parent involvement strategies. Parents and community members will be provided with opportunities to support the instructional programs at Romine through programs such as Volunteers in Public Schools (VIPS), (Cathy Koehler, 447-6325) Guest Readers (Cathy Koehler, 447-6306) and Career Day, Andrea Brooks. Brief training sessions will provide parents and community members with information and school policies on discipline and organizational procedures they need to follow in order to put them at ease and make their volunteer experience pleasant and successful (Tyrone Harris, 447-6300).

(INDISTAR: #3 AND #7 – COMMUNICATION AND PARENT CAPACITY) The school will have a Family Literacy and Math Night for the all grades in the Fall of 2019 to instruct parents on how to incorporate developmentally appropriate learning activities in the home environment. Primary and Intermediate teachers will be responsible for Family Nights. Contact your child's teacher if you have any questions.

Date Event Contact Person/Number

August 8, 2019 Title 1 Meeting & Open House Tyrone Harris, 447-6302

October 4 – 11, 2019 Scholastic Book Fair Cathy Koehler, 447-6314

October 18, 2019 Fall Carnival Yvonne Roach, 447-6347

Fall 2019 Math and Literacy Night Kim Romain, 447-6300

Carissa White, 447-6300

November 2019 – December 2019 Parent Partners Meetings, Yvonne Roach

October 23-31, 2017 Red Ribbon Week, Andrea Brooks

(INDISTAR: #4 – COMPACT) The school developed a school-parent-student compact. This compact will describe and outline how the staff, parents and students will share responsibilities for improving student academic

achievement and identify strategies for supporting their child's learning (Tyrone Harris, 447-

6300 and designated staff). All stakeholders will sign the compact and a copy will be filed in each student's permanent record. The compact will be distributed to all staff, parents and students during parent teacher conferences on October 10-11 2019 and sent home to the parents who were unable to attend conferences.

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine held its Title 1 annual meeting on August 8, 2019 to inform parents of their right to be involved in planning and reviewing of our improvement goals and to describe to parents the curriculum used in the school's academic program. In addition, the various assessments and academic expected proficiency levels were discussed. Parental feedback will be generated through the use and distribution of a parent involvement survey given in the Fall 2019. The school will engage parents in decision-making about the allocation of its Title 1, Part A funds for parental involvement. General body PTA meetings, PTA executive board meetings, and Romine Leadership meetings will be scheduled intermittently for this decision-making process. Romine will coordinate and integrate parent and family engagement strategies through programs and best practices such as Arkansas Better Chance and HIPPIY. We will also take advantage of volunteer and community resources by forming school partnerships with local businesses and school volunteers to support the process of school improvement efforts in meaningful ways.

(INDISTAR: #3 & 7 – COMMUNICATION & PARENT CAPACITY) Parents will be provided with their eSchool passwords and may use a school computer to check grades and check educational websites when necessary (Debra Sloan, 447-6321). A parent resource kiosk is located in the front foyer. Additional resources are available inside the Romine Parent Center located in room #2. Parents will be encouraged to take free materials from the kiosk and to visit the Parent Center. Parents may use the parent center to access resources such as parent magazines, books and other informative materials regarding responsible parenting skills, upcoming school and district sponsored parent involvement activities, health related materials and information on community agencies. In addition to these materials, parents may schedule the parent center for conferences and meetings (call the Parent Facilitator, Nona Whittaker, 447-6300 to schedule use of the room) as well as have access to the computer. As Title I funds are available, the school will purchase parenting books and other related resources in English and Spanish translated versions to assist parents in supporting their child's learning at home.

(INDISTAR: #3 – COMMUNICATION) Each year the school will distribute informational packets to parents that will include a copy of the school's Parent and Family Engagement Plan, volunteer interest's survey, current school and district calendar of events and the staff contact information (October 29, 2019 and office staff 447-6303).

(INDISTAR: #1) The parent/student handbook will be accessible online to all parents and guardians of enrolled students which will include information about the school's process for resolving parental concerns and issues of violations that apply to Title 1 (Title 1 Complaint Procedures, Part A). The District parent and family engagement plan may be reviewed and signed during parent teacher conference or other parent activities. In addition, upon the request and need, pertinent information will be provided to parents in an understandable language format.

(INDISTAR: #8 – STAFF CAPACITY) The school's principal has identified a school parent facilitator for the purpose of communicating regularly with parents regarding school program activities for home-school connection. Due to increased social media access, our school website, Twitter, and Facebook pages will be updated regularly. Our technology specialist will design and implement a school ParentLink telephone message system that will call every parent who provides the school with a working telephone number weekly to announce all school related activities and events (Debra Sloan, 447-6321).

(INDISTAR: #1 – JOINTLY DEVELOP) Romine will engage parents in the annual evaluation of the Title 1, Part A Program's parental involvement efforts through an annual perceptual survey using a comprehensive needs assessment completed by parents, teachers and students at the end of the year (Tyrone Harris, 447-6300) A team of teachers, parents and Title 1 staff will review the perceptual data and make changes and revisions for school improvement if necessary. The school will collect data and specific information for recording the number of annual VIPS hours for the school (Cathy Koehler, 447-6300). In addition, data will be collected to record parent attendance for all scheduled parent conferences and attendance for Family Literacy/Math Night. Data will be collected to compare the current year Daily Attendance Rate with the previous year's Daily Attendance Rate (Tyrone Harris and the Romine Leadership Team, 447-6302). Parents will be given the parent interest survey at the Parent Teacher conferences in October. The results of the surveys will be reviewed by a school team made up of teachers, parents and Title 1 school staff, and plans will be made by the team to identify and use suggestions feasible to plan and implement (Tyrone Harris, 447-6300) Romine will sponsor an annual parent meeting to inform parents of the General Education Requirements for all students. Parents will be provided information of the

district's requirement that all students participate in the Common Core Curriculum unless their parents or guardians or the students 18 years of age or older sign a waiver form to not participate (Tyrone Harris, 447-6300)

(INDISTAR: #2 – ANNUAL TITLE I MEETING) Romine conducted an Annual Title 1 meeting on August 8, 2019 for all parents. This meeting will be held separately for the purpose of providing information, explanation and description of the school curriculum, and academic assessments used to measure student progress and information on proficiency levels students are expected to meet. The agenda, sign-in sheet and minutes will be collected and copies will be uploaded in our Title 1 Crate, and a copy kept in the school's file (Tyrone Harris, 447-6302).

(INDISTAR: #9 – DISCRETIONARY) Romine 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, Romine participates on the LRSD NNPS West Schools Cluster Team. For more information, Contact the Parent Facilitator: Nona Whittaker

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

(INDISTAR: #2 – ANNUAL TITLE I MEETING) Romine conducted an Annual Title 1 meeting on August 8, 2019 for all parents. This meeting will be held separately for the purpose of providing information, explanation and description of the school curriculum, and academic assessments used to measure student progress and information on proficiency levels students are expected to meet. The agenda, sign-in sheet and minutes will be collected and copies will be uploaded in our Title 1 Crate, and a copy kept in the school's file (Tyrone Harris, 447-6302).

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine held its Title 1 annual meeting on August 8, 2019 to inform parents of their right to be involved in planning and reviewing of our improvement goals and to describe to parents the curriculum used in the school's academic program. In addition, the various assessments and academic expected proficiency levels were discussed. Parental feedback will be generated through the use and distribution of a parent involvement survey given in the Fall 2019. The school will engage parents in decision-making about the allocation of its Title 1, Part A funds for parental involvement. General body PTA meetings, PTA executive board meetings, and Romine Leadership meetings will be scheduled intermittently for this decision-making process. Romine will coordinate and integrate parent and family engagement strategies through programs and best practices such as Arkansas Better Chance and HIPPIY. We will also take advantage of volunteer and community resources by forming school partnerships with local businesses and school volunteers to support the process of school improvement efforts in meaningful ways.

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each**



**of the required components?**

(INDISTAR: #3 – COMMUNICATION) Romine will communicate with parents to increase parent and family engagement and to support classroom instruction in the following ways: by distributing a monthly calendar of school activities (Tiffani Scott, 447-6300), monthly "Meet Me at the Bus Stop" conversations, school wide events calendar and monthly lunch menu ; ParentLink messages by phone and email (Debra Sloan, 447-6321), posting grades weekly on eSchool for the intermediate level (classroom teachers), providing information of events and activities on the district and school webpages (Debra Sloan, 447-6321) and posting events on the school Twitter and Facebook pages, as well as Class Dojo (Cathy Koehler, 447-6314). Teachers will create newsletters and have daily communication folders for students to show parents.

(INDISTAR: #3 AND #7 – COMMUNICATION AND PARENT CAPACITY) The school will have a Family Literacy and Math Night for the all grades in the Fall of 2019 to instruct parents on how to incorporate developmentally appropriate learning activities in the home environment. Primary and Intermediate teachers will be responsible for Family Nights. Contact your child's teacher if you have any questions.

Date Event Contact Person/Number

August 8, 2019 Title 1 Meeting & Open House Tyrone Harris, 447-6302

October 4 – 11, 2019 Scholastic Book Fair Cathy Koehler, 447-6314

October 18, 2019 Fall Carnival Yvonne Roach, 447-6347

Fall 2019 Math and Literacy Night Kim Romain, 447-6300

Carissa White, 447-6300

November 2019 – December 2019 Parent Partners Meetings, Yvonne Roach

October 23-31, 2017 Red Ribbon Week, Andrea Brooks

(INDISTAR: #3 – COMMUNICATION) Each year the school will distribute informational packets to parents that will include a copy of the school's Parent and Family Engagement Plan, volunteer interest's survey, current school and district calendar of events and the staff contact information (October 29, 2019 and office staff 447-6303).

(INDISTAR: #1) The parent/student handbook will be accessible online to all parents and guardians of enrolled students which will include information about the school's process for resolving parental concerns and issues of violations that apply to Title 1 (Title 1 Complaint Procedures, Part A). The District parent and family engagement plan may be reviewed and signed during parent teacher conference or other parent activities. In addition, upon the request and need, pertinent information will be provided to parents in an understandable language format.

**4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

(INDISTAR: #4 – COMPACT) The school developed a school-parent-student compact. This compact will describe and outline how the staff, parents and students will share responsibilities for improving student academic achievement and identify strategies for supporting their child's learning (Tyrone Harris,447-6300 and designated staff). All stakeholders will sign the compact and a copy will be filed in each student's permanent record. The compact will be distributed to all staff, parents and students during parent teacher conferences on October 10-11 2019 and sent home to the parents who were unable to attend conferences.

ROMINE ELEMENTARY SCHOOL Parent/Student/School Compact 2019-2020

Each party enters into this agreement to contribute to an effective educational program for each of our children. To achieve this school-wide goal each party is encouraged to:

PARENT WILL:

- Send my child to school on time every day and avoid early checkouts.
- Call 447-6300 or send a note when my child is absent.
- Read aloud to or listen to my child read every night. Make sure that children are reading school library books.
- Provide a quiet time and location each night for my child to read and study.
- Read school notices and check student work nightly.
- Check student progress and grades on Edline.
- Ask my child about school each day.
- Participate in a minimum of two Romine Special Activities which include:

Back to School Night Literacy/Math Night Field Trips

PTA; Assemblies/programs School Volunteer

- Praise my child every day! A praised child is a happy, productive, and successful child.

STUDENT WILL:

- Read every night.
- Complete and return homework assigned.
- Do quality classwork and homework.
- Be a good class and school citizen.
- Show respect to all adults, students, and school property.
- Use problem solving steps to resolve situations.
- Take notices home to parents and share about daily learning.
- Wear my school uniform daily and/or spirit shirt on Friday.
- Take pride in myself and my school.
- Have a positive attitude and do my best every day.

SCHOOL WILL:

- Develop a friendly, caring, educational and safe environment.
- Provide regular communication between school and home.
- Provide high expectations.
- Develop and implement interesting grade level curriculum, which requires children to use multiple intelligences, with engaging activities.
- Develop and implement differentiated instruction to meet the needs of all learners.
- Promote student decision-making, self-confidence, and responsibility.
- Assist parents with online technology, such as MyOn, Think Central, First in Math, Lexia and Edline.
- Actively encourage parental involvement and PTA membership.
- Require students to actively engage in reading and math activities.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_ Parent  
 Signature \_\_\_\_\_ Date \_\_\_\_\_ School Signature  
 (Teacher) \_\_\_\_\_ Date \_\_\_\_\_

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## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Romine Elementary will share with the parents during the Annual Title I Meeting that the district has allocated \$1275.00 that will be used for family engagement activities and programs. Parent will receive a survey to provide input on how the funds should be used to increase parental and family engagement.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

(INDISTAR: #6 & 9 – COORDINATION & DISCRETIONARY) Parents will be informed through the ParentLink messages, Facebook, Twitter, ClassDojo, emails and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Cathy Koehler, 447-6314). Pre-School Meet and Greet will provide parents and community connections with the need for and training of volunteers. Parents will also receive information through Romine's PTA meetings, which will be held at least once each nine weeks.

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine held its Title 1 annual meeting on August 8, 2019 to inform parents of their right to be involved in planning and reviewing of our improvement goals and to describe to parents the curriculum used in the school's academic program. In addition, the various assessments and academic expected proficiency levels were discussed. Parental feedback will be generated through the use and distribution of a parent involvement survey given in the Fall 2019. The school will engage parents in decision-making about the allocation of its Title 1, Part A funds for parental involvement. General body PTA meetings, PTA executive board meetings, and Romine Leadership meetings will be scheduled intermittently for this decision-making process. Romine will coordinate and integrate parent and family engagement strategies through programs and best practices such as Arkansas Better Chance and HIPPPY. We will also take advantage of volunteer and community resources by forming school partnerships with local businesses and school volunteers to support the process of school improvement efforts in meaningful ways.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

**of the required components?**

(INDISTAR: #3 & 7 – COMMUNICATION & PARENT CAPACITY) Parents will be provided with their eSchool passwords and may use a school computer to check grades and check educational websites when necessary (Debra Sloan, 447-6321). A parent resource kiosk is located in the front foyer. Additional resources are available inside the Romine Parent Center located in room #2. Parents will be encouraged to take free materials from the kiosk and to visit the Parent Center. Parents may use the parent center to access resources such as parent magazines, books and other informative materials regarding responsible parenting skills, upcoming school and district sponsored parent involvement activities, health related materials and information on community agencies. In addition to these materials, parents may schedule the parent center for conferences and meetings (call the Parent Facilitator, Nona Whittaker, 447-6300 to schedule use of the room) as well as have access to the computer. As Title I funds are available, the school will purchase parenting books and other related resources in English and Spanish translated versions to assist parents in supporting their child's learning at home.

(INDISTAR: #3 AND #7 – COMMUNICATION AND PARENT CAPACITY) The school will have a Family Literacy and Math Night for the all grades in the Fall of 2019 to instruct parents on how to incorporate developmentally appropriate learning activities in the home environment. Primary and Intermediate teachers will be responsible for Family Nights. Contact your child's teacher if you have any questions.

Date Event Contact Person/Number

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Fall 2019 Math and Literacy Night Kim Romain, 447-6300

Carissa White, 447-6300

November 2019 – December 2019 Parent Partners Meetings, Yvonne Roach

October 23-31, 2017 Red Ribbon Week, Andrea Brooks

(INDISTAR: #7 & 8 – BUILD PARENT AND STAFF CAPACITY) Romine will plan the following meetings to increase parent and family engagement, and to build staff and parent capacity: Open House on August 8, 2019 where we will communicate district and school goals, give an overview of ACT 397, Comprehensive Literacy Program, Mathematics curriculum, Mental Health and Counseling services, and Self-Contained Programs. Romine's teachers will schedule and conduct four Parent/Teacher conferences days on October 10 and 11, 2019 and February 20 and 21, 2020. Teachers will collaborate and discuss with parents their child's progress in class including AIP's, IRI's, IEP's and 504 plans. We will encourage parents including, but not limited to, the following ways: volunteer in their child(ren)'s classroom as reading buddies, teacher assistances, field trip chaperons, lunch time, etc. Parents may also volunteer in various ways during the Scholastic Book Fair, Grandparent's Day, hall monitors,

Honors Award trips, Red Ribbon activities, Pre-K Ceremony, and help at the Pre-K and fifth grade transition ceremonies in May. Parents are encouraged to volunteer at least three (3) hours per month at the Fall Carnival (Yvonne Roach, 447-6347), the Walk and Talk (Ryan Westin, 447-6352), and/or Career Day, March 13, 2020.

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**8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

(INDISTAR: #8 – STAFF CAPACITY) The school staff will participate in at least two hours of professional development in effective parent involvement strategies. Parents and community members will be provided with opportunities to support the instructional programs at Romine through programs such as Volunteers in Public Schools (VIPS), (Cathy Koehler, 447-6325) Guest Readers (Cathy Koehler, 447-6306) and Career Day, Andrea Brooks. Brief training sessions will provide parents and community members with information and school policies on discipline and organizational procedures they need to follow in order to put them at ease and make their volunteer experience pleasant and successful (Tyrone Harris, 447-6300).

(INDISTAR: #7 & 8 – BUILD PARENT AND STAFF CAPACITY) Romine will plan the following meetings to increase parent and family engagement, and to build staff and parent capacity: Open House on August 8, 2019 where we will communicate district and school goals, give an overview of ACT 397, Comprehensive Literacy Program, Mathematics curriculum, Mental Health and Counseling services, and Self-Contained Programs. Romine's teachers will schedule and conduct four Parent/Teacher conferences days on October 10 and 11, 2019 and February 20 and 21, 2020. Teachers will collaborate and discuss with parents their child's progress in class including AIP's, IRI's, IEP's and 504 plans. We will encourage parents including, but not limited to, the following ways: volunteer in their child(ren)'s classroom as reading buddies, teacher assistances, field trip chaperons, lunch time, etc. Parents may also volunteer in various ways during the Scholastic Book Fair, Grandparent's Day, hall monitors,

Honors Award trips, Red Ribbon activities, Pre-K Ceremony, and help at the Pre-K and fifth grade transition ceremonies in May. Parents are encouraged to volunteer at least three (3) hours per month at the Fall Carnival (Yvonne Roach, 447-6347), the Walk and Talk (Ryan Westin, 447-6352), and/or Career Day, March 13, 2020.

(INDISTAR: #8 – STAFF CAPACITY) The school's principal has identified a school parent facilitator for the purpose of communicating regularly with parents regarding school program activities for home-school connection. Due to increased social media access, our school website, Twitter, and Facebook pages will be updated regularly. Our technology specialist will design and implement a school ParentLink telephone message system that will call every parent who provides the school with a working telephone number weekly to announce all school related activities and events (Debra Sloan, 447-6321).

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**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

(INDISTAR: #9 – DISCRETIONARY) Romine 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, Romine participates on the LRSD NNPS West Schools Cluster Team. For more information, Contact the Parent Facilitator: Nona Whittaker

(INDISTAR: #6 & 9 – COORDINATION & DISCRETIONARY) Parents will be informed through the ParentLink messages, Facebook, Twitter, ClassDojo, emails and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Cathy Koehler, 447-6314). Pre-School Meet and Greet will provide parents and community connections with the need for and training of volunteers. Parents will also receive information through Romine's PTA meetings, which will be held at least once each nine weeks.

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(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

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**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/17/2019

AR  
 Stephens Elementary (Little Rock School District)  
 3700 West 18th Street  
 Little Rock AR 72204  
 501-447-6400

### School Parent and Family Engagement Plan

<b>School Name:</b>	Stephens Elementary
<b>Facilitator Name:</b>	Pakita Shutes ~ Facilitator Marthelle Hadley ~ Parent & Family Coordinator
<b>Plan Review/Revision Date:</b>	
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:**

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

First Name	Last Name	Position
Phillip	Carlock	Principal
Barbara	Griggs	Assistant Principal
Martina	McCoy	Gifted & Talented Teacher
Ruffian	Payton	Kindergaten - Teacher
Jessica	Slaughter	First Grade - Teacher
Jessica	White	Second Grade - Teacher PTA Vice Principal

**Committee Members, Role:**

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

First Name	Last Name	Position
Sharon	Walker	Third Grade - Teacher
Kimberly	Trotter	Forth Grade - Teacher
Yolanda	Anderson	Fifth Grade - Teacher
Linda	Morris-Parker	Counselor
Stacy	Kindervarter	Speech Therapist
Channon	Streets	Reading Specialist

**Committee Members, Role:**

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

First Name	Last Name	Position
Pakita	Shutes	Academic Interventionist
Marthelle	Hadley	Parent & Family Engagement Coordinator
Valerie	Duckery	Librarian

Perry	Hunder	Parent - PTA President
Megan	Pearson	Parent - PTA Secretary

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Stephens Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, family and Community Partnership model designed to enhance parent participation and involvement in the school and community. The researched-based model references six types of involvement: Parenting (Assist families with parenting skills and setting home conditions to support children as students also, assist schools to better understand families.); Communicating (Conduct effective communications from home-to-school and from school-to-home about school programs and student progress.); Volunteering (Organize volunteers and audiences to support the school and students. Provide volunteer opportunities to various locations and at various times). Learning at Home (Involves families with their children on homework and other curriculum-related activities and decision.). Decision-Making (Include families as participants in school decisions, and develop parent leaders and representatives); and Collaborating with the Community (Coordinate resources and services from the community for families, students, and the school, and provide services to the community). To support the six types of involvement, Stephens participates in the LRSD NNPS Central-East School Cluster Team.

Stephens Elementary delivers information and solicits input from our parents and families through several avenues and our Annual Title I meeting held September 24, 2019, was one such delivery method. We discussed Title 1 funding allocations for the 2019-2020 school years, our school curriculum, academic assessments, PBIS behavior expectations, and how our parents can obtain various resources and provide feedback throughout the school year.

The principal, teachers, and parents helped to update the Stephens School-Parent-Compact distributed to parents in August of 2019-2020 school year, at the Student Registration "Check-In", and when new families enter into our school. The compact is a living document that explains how parents, school staff, and students all share the responsibility in providing a scholarly education.

The Parent and Family Engagement Center provides resources/information for parents, families, students, and the community. There are Books/Brochures/Pamphlets to assist our students with uniforms, other school wide incentives, and after school program availabilities.

Stephens has Community Partners meetings that are open to parents and welcome their input and participation through access to school computers in the library and parent center parents can offer suggestions for follow-up.

Our school Facilitator collaborates with parents and faculty to provide academic tutoring and resource options for students; our school counselor is available to counsel our students, collaborate with parents regarding attendance and student behavior. She offers transitional assistance to our families and provides behavior assessment referrals to our School based-clinic as needed. Our School counselor assesses the nutritional needs of our families and provides some weekend meals for students. We have a food pantry program that aids in meeting the nutritional needs for our families, and an in-house bank that promotes financial literacy to our students and families.

Our Engagement Coordinator often meets with new students and parents to provide Title I information and resources on how to access our school-based health clinic staff for social and emotional needs. Our Parent Facilitator assistance families with components needed for academic success and our Parent & Family Engagement Coordinator assist parents through surveys that address school climate; forwarding feedback and following up to the administration for District referral or contact regarding Title I Schoolwide Plan dissatisfaction or transitional assistance needs.



Parent surveys evaluate program needs within the school. The principal and the Parent and Family Engagement Committee members meet to discuss the outcomes of the surveys and use the data to implement, evaluate, and enhance parental engagement in the school. Stephens Parent and Family Engagement Committee survey parents to include their feedback and participation in the school improvement plan.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Annual Title I met on September 24, 2019, to inform parents of the requirements for school participation as well as our parent's right to be involved. Stephens presented our parents with school curriculum updates, academic assessment information, funding, and student resource availabilities. The agenda, sign-in sheets, and minutes are on file.

Contact: Phillip Carlock Principal, (447-6400)

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Stephens will increase Parent and Family Engagement participation in the following ways: Notices will be placed on Stephens Webpage, distributed at initial enrollment, and offered in a language parents can understand. Parents are provided copies of the School plan upon request and copies made available at Parent-Teacher Conference. Parents will also have the opportunity to sign-off on the District Parent & Family Engagement plan during Parent-Teacher conferences.

Contacts: Pakita Shutes, Parent Facilitator @ (501-447-6465)

Marthelle Hadley, Parent and Family Engagement Coordinator @

(501-447-6475)

- Monthly School Newsletters
- Teacher Communication to Parents
- Children International Parent/Student Programs
- Parent Focus Groups
- Emails

- LRSD Parentlink
- Phone Calls
- Stephens Website/HAC
- Parent Facilitator/Coordinator Communications to parents'
- Like us on Facebook
- Follow us on Twitter
- Community Partnerships
- Class Dojo
- Student Agenda books
- D.O.G.S. ® Volunteer Program
- P.T.S. A.

Stephens will plan the following events to increase Parent and Family Engagement Opportunities, contact Stephens Elementary for information on services related to preventing barriers to family engagement activities and events at 501-447-6400.

08-5-19 Stephens Parent Orientation

4:00 – 6:00 p.m. Contact Principal Carlock 447-6400

08-6-9-19 Stephens Annual Stuff the Bus Classroom Incentives

Contact Parent & Family Engagement 447-6475

08-22-19 Central-East Cluster Team Schools Back-to-School

5:00 – 7:00 p.m. Contact Parent & Family Engagement

447-6475

08-26-30-19 Stephens Water Bottle Distribution

Contact Ms. Kauffman 447-4680

09-05-19 Stephens Back-to-School Kick-off "Open House"

4:00 – 6:00 p.m. Contact Principal Carlock 447-6400

09-18-19 Community Partners Meeting (Parents Welcome)

Contact Parent & Family Engagement 447-6475

09-24-19 Title 1 Annual Meeting "Rumble in the Jungle"

5:00 – 7:30 p.m. Contact Parent & Family Engagement

447-6475

10-01-19 USDA Fresh Fruit & Vegetable Program Begins

10-07-19 Check Us Out Tours 9:00 a.m.-1:30 p.m.

Contact Principal Carlock 447-6400

10-10 - 11-19 Parent Teacher Conferences

Contact Principal Carlock 447-6475

10-14 - 18-19 Grand Opening of Stephens Bright Stars Restaurant

& National School Lunch Week

Contact Stephens Cafeteria Manager 447-6400

10-21-19 Flu Awareness Pickup Line TBA

2:00 - 3:00 p.m. Contact Ms. Kauffman 447-4680

10-23-19 D.O.G.S. Volunteer Program Drive & Red Ribbon Week

Contact Parent & Family Engagement 447-6475

10-29-19 Harvest Festival Family Night

5:00 - 7:00 p.m. Contact Mrs. Griggs 447-6400

11-04-19 Arkansas Department of Health Stephens Flu Clinic

12:30 - 3:00 p.m. Contact Ms. Kauffman 447-4680

11-08-19 Career Fair Stephens Elementary TBA

Contact Mrs. Shutes 447-6465

Mrs. Morris -Parker 447-6404

11-19-19 Family Literacy Night "Student Showcase Snack & Chat"

(NWEA MAP Growth- ACT Aspire)

5:00 - 7:00 p.m. Contact Mrs. Shutes 447-6465

11-19-19 Jane Mendel Reading -Thanksgiving-Parent Focus Team Meeting

10:00 12:00 Contact Principal Carlock 447-6400

12-05-19 Parent Workshop "Students, Parents, Teachers,  
& Community Building a Working Relationships"

Contact Parent & Family Engagement 447-6475

12-02 - 06-19 Penguin Patch- Family Financial Planning

8:30 - 1:40 p.m.

Contact Parent & Family Engagement 447-6475

12-17-19 Family Literacy Night Celebrating a Good Year

5:00 - 7:00 p.m. Contact Ms. Griggs 447-6400

01-16-20 Stephens Parenting Partner Workshops & Literacy Night

"The Other Side of the Report Card"

Contact Mrs. Griggs 447-6400 Mrs. Shutes 447-6475

01-23-20 Stephens Parenting Partner Workshop

5:00 - 7:00 p.m. Contact Parent & Family Engagement

447-6475

01-28-20 Family Literacy Night - Parenting Partner Workshop

Contact Mrs. Griggs 447-6400

02-07-20 Stephens Parenting Partners Graduation - National Wear Red

5:00 - 7:00 p.m. Contact Parent & Family 447-6475

02-20-20

02-21-20 Black History Celebration

5:00 – 7:0 p.m. on 02-21-2020

Contact Parent & Family 447-6475

Parent-Teacher Conference

03-17-20 Family Literacy Night TBA

5:00 – 7:00 p.m. Contact Ms. Barbara Griggs 446-6413

03-20-20 Stephens Career Show Case

1:00 p.m. – 2:00 p.m. Contact Ms. Kauffman 447-4680

04-03-20 Stephens Test Buster Rally

1:00 -2:00 p.m. Contact Mrs. Shutes 447-6465

04-14-20 Family Literacy Night

5:00 – 7:00 p.m. Contact Ms. Griggs 447-6400

05-12-20 Family Literacy Night

5:00 – 7:00 p.m. Contact Mrs. Griggs 447-6400

05-21-20 Pre-K Promotional Ceremony

Contact Ms. Buck 447- 6427

05-22-20 Kindergarten Promotion Contact Ms. Payton 447-6476

Fifth Grade Ceremony Contact Ms. Anderson 447-6451

05-26-20 Stephens Family Field Day

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

"Key Steps to Success are Parents, Students, Teacher, and the Community!"

Little Rock School District

Home/School Learning Compact

School: Stephens Elementary School Year: 2019-2020

School Mission:

"To prepare safe, thoughtful, accountable, and respectful lifelong learners for college and/or career readiness."

Parent/ Guardian Agreement: Parent's Signature:

- Attend at least (2) parent conferences every school year.
- See that my child attends school every day and on time.

- Support the school discipline policy.
- Establish a time for my child to do homework and review homework regularly.
- Encourage my child's efforts positively and be available for questions.
- Stay aware of what my child is learning.
- Read with my child and let my child see me reading.
- Provide a library card for my child.
- Join the school's PTA.

Student Agreement: Student's Signature:

- Attend school every day and on time.
- Come to school each day with all my supplies (paper, pencils, etc.)
- Wear my school uniform every day.
- Complete and return homework assignments.
- Follow all school rules.
- Respect me and others.

Teacher Agreement: Teacher's Signature:

- Meet with parents frequently and return their telephone calls as soon as possible.
- Positively communicate with parents and do what is best for children.
- Provide appropriate and meaningful homework assignments for students.
- Share strategies with parents so they can help their children at home with learning.
- Provide frequent progress reports to students and parents.
- Use special activities in the classroom to make learning enjoyable.
- Have high expectations for students.
- Join the school's PTA.

Principal's Agreement: \_ Principal's Signature:

- Provide a positive, quiet, and orderly learning environment.
- Encourage teachers to regularly provide homework and teach the curriculum.
- Visit classrooms frequently and monitor students' progress.
- Communicate regularly between home and school.
- Have high expectations for teachers and students.
- Join the school's PTA.

To assure State academic standards meet student challenges, parents, students, teachers, and the school principal will evaluate the effectiveness of Stephens School Compact. To assure the Stephens school compact is effective while continuing to plan for academic success volunteer surveys and two-way communications, between parents and teachers and students and faculty, will be incorporated and adjustments made as needed.

## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Annual Title I met on September 24, 2019, to inform parents of the requirements for school participation as well as our parent's right to be involved. Stephens presented our parents with school curriculum updates, academic assessment information, funding, and student resource availability. The agenda, sign-in sheets, and minutes are on file. We will also provide an update to our parents regarding the required reservation for parent involvement and family engagement. The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was **\$2,126.70**. Our parents have multiple opportunities to share their thoughts and expectations regarding the use of these funds.

Contact: Phillip Carlock Principal, (447-6400)

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Stephens Elementary and the University of Arkansas at Little Rock Children International have an After-School Program at the school that supports students with academic skills and enrichment opportunities. Contact: Mrs. Pakita Shutes (447-6465)

The WatchDog (Dads of Great Students Parent Involvement Support Group) monitors and supports academic, social and emotional growth interaction for student's success. Contact Mrs. Marthelle Hadley (447-6475)

DIVAS (Dedicated Valuable Advocates for Students) are a part of the Stephens Parent and Family Engagement; this volunteer group will be working with the students, faculty, and staff of Stephens to help enhance academic excellence and social growth within the school. Contact Mrs. Marthelle Hadley (447-6475)

PTSA (Parent, Teacher & Student Association) is a part of Stephens Elementary, this volunteer group will be working with parents, students, faculty, and the staff of Stephens to enrich the school climate and provide social and emotional support. Contact Mr. Perry Hunter – Co-President (447-6400) or Marthelle Hadley, Stephens PTSA Liaison (447-6475)

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

**of the required components?**

We encourage Family participation in workshops, activities, and events, please contact Mrs. Marthelle Hadley, Parent and Family Engagement Coordinator (447-6475) for more information regarding the Six Types of Involvement "Keys to Successful Partnerships" and/or Mrs. Pakita Shute, Facilitators (447-6465) for more information regarding Arkansas Academic Assessments and criteria.

Mentoring/Tutoring Students

Chaperones on School Field Trips

Parent and Family Engagement Committees

Stephens Community Center

Stephens PTSA

Stephens After School Program

Parenting Partner Workshops DIVAS (Dedicated Valuable Advocates for Students)

Watch Dogs (Dad's Support Group)

Volunteering in Cafeteria &

Media Center

Members of the Stephens PTSA Board

Members on School Leadership Team

Stephens Parent Advisory Board

Stephens Nutritional Programs

(Food Pantry)

**8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

We encourage Staff participation in workshops, activities, and events, please contact Mrs. Marthelle Hadley, Parent and Family Engagement Coordinator (447-6475) for more information regarding the Six Types of Involvement "Keys to Successful Partnerships" and/or Mrs. Pakita Shutes, Facilitators (447-6465) for more information regarding Arkansas Academic Assessments and criteria.

Mentoring/Tutoring Students

State and Local Workshops

Staff Development Conferences

Monthly Staff Development Trainings

Stephens PTSA

Stephens After School Program  
Parenting Partner Workshops Family Literacy Nights  
Watch Dogs (Dad's Support Group)  
Weekly Peer Review Team Meeting  
Members of the Stephens  
PTSA Board  
Members on School Leadership Team  
Stephens Parent Advisory Board  
Federal and District Staff  
Development Opportunities

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Stephens Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, family, and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The researched-based model references six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Stephens participates in the LRSD NNPS Central-East School Cluster Team.

Stephens Elementary and the University of Arkansas at Little Rock Children International have an After-School Program at the school that supports students with academic skills and enrichment opportunities. Contact: Mrs. Pakita Shutes (447-6465)

The WatchDog (Dads of Great Students Parent Involvement Support Group) monitors and supports academic, emotional growth, and social interaction of student's success. Contact Mrs. Marthelle Hadley (447-6475)

DIVAS (Dedicated Valuable Advocates for Students) are a part of the Stephens Parent and Family Engagement; this volunteer group will be working with the students, faculty, and staff of Stephens to help enhance academic excellence and social growth within the school. Contact Mrs. Marthelle Hadley (447-6475)

PTSA (Parent, Teacher & Student Association) is a part of Stephens Elementary, this volunteer group will be working with parents, students, faculty, and the staff of Stephens to enrich the school climate and provide social and emotional support. Contact Mr. Perry Hunter – Co-President (447-6400) or Marthelle Hadley, Stephens PTSA Liaison (447-6475)

The Parent and Family Engagement Center provides resources/information for parents, families, students, and the community. There are Books/Brochures/Pamphlets to assist our students with uniforms, other school-wide incentives, and after school program availabilities.

Stephens has Community Partners meetings open to parents welcoming input and participation with access to school computers in the library and parent center for parents to make suggestions for follow-up.

Our school Facilitator collaborates with parents and faculty to provide academic tutoring and resource options for



students; our school counselor is available to counsel our students and collaborate with parents regarding attendance and student behavior. She offers transitional assistance to our families and provides behavior assessment referrals to our School-based clinic as needed. Our School counselor assesses the nutritional needs of our families and provides some weekend meals. We have a food pantry program that aids in meeting the nutritional needs for our families, and an in-house bank that promotes financial literacy to students and families.

Our Engagement Coordinator often meets with new students and parents to provide Title I information and resources on how to access our school-based health clinic staff for social and emotional needs. Our Parent Facilitator assistance families with components needed for academic success and our Parent & Family Engagement Coordinator assist parents through surveys that address school climate; forwarding feedback and following up to the administration for District referral or contact regarding Title I Schoolwide Plan dissatisfaction or transitional assistance needs.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Provide the amount of your school's Title I reservation for Parent Involvement and Family Engagement.	1/15/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		1/15/2020

AR  
 Terry Elementary School (Little Rock School District)  
 10800 Mara Lynn Drive  
 Little Rock AR 72211  
 501-447-6500

### School Parent and Family Engagement Plan

<b>School Name:</b>	Terry Elementary
<b>Facilitator Name:</b>	Nancy David
<b>Plan Review/Revision Date:</b>	9/25/2019
<b>District Level Reviewer, Title:</b>	Parent Family Engagement Director
<b>District Level Approval Date:</b>	9/27/2019

**Committee Members, Role:**

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

First Name	Last Name	Position
Stephanie	Franklin	Principal
Nancy	David	Parent Involvement Facilitator
Lori	Diffey	Instructional Technology Specialist
Stacey	Gip	Parent Involvement Coordinator/PTA President
Shay	Bradford	Teacher/Parent
Liltiunna	Hubbard	Staff

**Committee Members, Role:**

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

First Name	Last Name	Position
Tiffany	Jordan	Reading Interventionist
Maria	Guerra	Parent
Agustin	Ramirez	Parent
Jessica	Vesecky	Parent
Alicia	Bradford	Parent

**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

## **of the required components?**

Parents will be represented on Campus Leadership Team, ACSIP committees (Literacy, Math, Wellness) and Parents represented on the Parent Involvement Committee. Nancy David (Parent Facilitator) 447-6582

Terry Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Terry Elementary School participates on the LRSD NNPS Westside School Cluster Team. (Nancy David, Parent Facilitator 447-6582)

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Terry's annual Title I meeting was held in September 2019 and another Title I meeting is planned for May 2020 . Stephanie Franklin 447-6502

Items discussed at the Title I meeting-

- \* ESSA Index & School Report Card Overview
  - \* Title I Plan
  - \* Title I Budget and Parent & Family Engagement reservation of funds
- 

## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

\* Teachers will send home a communication folder daily to inform parents of student progress through class work. Parents will look at the folder and send it back to school the next day.

\* Teachers will communicate with parents through weekly or monthly newsletters that explain learning goals and activities that are going on in the classroom.

\* The school will send home eschool information so parents will be able to access grades.

\* Parents may communicate with school staff through email, telephone, or Class Dojo.

\* The Principal will send home a monthly Calendar/Information sheet to keep the parents informed of instructional events happening at the school (testing dates, educational field trips, awards assemblies, etc.)

\* The Principal will provide a report to Terry's PTA Board (monthly) and at Terry's PTA General Meeting (quarterly) will include classroom instruction information.

\* Upcoming events are shared on Terry Elementary's Facebook page.

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

This compact will outline the responsibilities of all stakeholders involved in the academic achievement of the students. Administrator, teachers, parents, and students will sign the compact. These compacts will be on file in the classroom for further reference throughout the school year. This was given out at registration by Terry's personnel and secretary. (447-6503)

Welcome informative packets will be provided to all families at registration. It will include: supply list, school and district calendar, uniform policy, Parent Involvement plan, and PTA membership and expenditure information. Stephanie Franklin 447-6503

\* The Parent Center is housed in Portable number . The center will be well stocked with pamphlets and literature to access parents in helping their children. 447-6516

\* The Library will have a parent section so parents will be able to check out books. Tommy Kelly (Media Specialist) 447-6506

\* Parents will have access to computers in the library and computer lab to help with research or access their eschool accounts. Parents must sign in at the office. Hours- 8 a.m. thru 2 p.m.

\* Distributing School Climate Surveys (LRSD)

\* Hosting personal interviews with PTA officers and other parents.

\* Providing informal surveys and questionnaires at the beginning of the school year.

Stacey Gip 447-6516

#### Terry Elementary Compact

#### School-Parent-Student

The Terry Elementary Community is committed to high academic excellence while respecting individual difference and empowering life-long learners in a safe, nurturing, child centered environment. We will build a foundation of NOTHING LESS THAN SUCCESS for every individual who enters our doors.

#### School Responsibilities

- We will show that we care about and have respect for all students' cultural and individual differences.
- We will have high expectations for all students, faculty and staff members.
- We will communicate and work with families to support learning through parental involvement.
- We will use a variety of teaching strategies to meet the needs of all students.

#### Parent Responsibilities

- I will talk about school with my child and stress the importance of education.
- I will make sure my child is prepared and ready to learn with appropriate materials and completed assignments.
- I will remind my child of the importance of self discipline.
- I will provide a regular time and place for my child to complete homework and assist him or her if necessary.
- I will stay aware of school activities, become involved whenever possible, and communicate with my child's teacher on a regular basis.
- I will bring my child to school on time. (7:40 a.m.)
- I will pick my child up in the afternoon on time. (2:25 p.m.)

**Student Responsibilities**

- I will respect myself and others.
- I will be cooperative and do my best while at school.
- I will come to school ready to learn each day.
- I will be responsible for my own work, materials, and supplies.
- I will listen to my teacher and follow school rules.

This compact is an understanding of cooperation and is not a legal document.

Teacher's signature \_\_\_\_\_

Parent's signature \_\_\_\_\_

Student's signature \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was \$1,764.60.

Parents will be represented on Campus Leadership Team, ACSIP committees (Literacy, Math, Wellness), and Parents represented on the Parent Involvement Committee which has voice in deciding how Title One funds are spent. Nancy David (Parent Facilitator) 447-6582

Terry's annual Title I meeting was held in September 2019 and another Title I meeting is planned for May 2020 . Stephanie Franklin 447-6502

Items discussed at the Title I meeting-

- \* ESSA Index & School Report Card Overview
- \* Title I Plan
- \* Title I Budget and Parent & Family Engagement reservation of funds

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Nancy David 447-6582

\* PTA will evaluate committee signup sheets each August to determine if the committee is needed and will be effective. Stacey Gip, PTA President

\* Terry will evaluate the activities that were held in conjunction with Parental Involvement at the end of the school year to determine their effectiveness and participation. (May 2019)

Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs.

\*\* PTA President - Stacey Gip

\*\* PTA Secretary – Sarah Bowen

\*\* PTA Treasurer –Ann Childs

\*\* PTA VIPS Coordinator - Rebekah Thacker

\*\* PTA Historian- James Houston

\*\* PTA Volunteer Coordinator- Alana Houston

\*\* PTA Financial Secretary- Shay Bradford

\*\* PTA Teacher Liason- Tina Hice

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

\* Teachers and specialists will hold two (2) state mandated parent conferences a year, one per semester, with each parent of every student. Parents will receive scores, student work and summary of interventions being used to assist the child in reaching his/her achievement goals (AIPs and IRIs). The dates are October 10th and 11th and February 20th and 21st.

\* School staff will organize a Math and Literacy night to provide information on how to enhance their child's learning. These nights will also be used to inform parents about parts of the report card and how each child will be scored. Packets will be given out to encourage family play at home. TBA Leadership Committee / Tiffany Jordan –Reading Recovery Specialist (447-6578 or 447-6536)

\*Meet and Greet (Meet Your Teacher Event) – August 8th (Stephanie Franklin 447-6500)

\*Parent Trainings – Throughout the year (Lori Diffey 447-6500)

\* Parent Classes Offered by Partner in Education –Tuesday Evenings in October (Stephanie Franklin 447-6500)

\* Distributing School Climate Surveys (LRSD)

\* Hosting personal interviews with PTA officers and other parents.

\* Providing informal surveys and questionnaires at the beginning of the school year.

Stacey Gip 447-6516

\* Our parents are offered parenting classes through Immanuel Baptist Church.

Quarterly Academic Honor Rolls – Dates will be listed on the monthly school calendar (Joann Norris 447-6558)

Volunteer committee sign up sheets at registration will be provided.

\* Weekly and monthly information on LRSD workshops will be provided as they become available.

\* Information on parent training at Arkansas Children's Hospital will be provided when sent to our school. 364-1100 (Children's Hospital)

\* At a variety of parent meetings (listed above) the school will provide instruction on how to incorporate developmentally appropriate learning activities in the home. Math and Literacy Nights- Leadership Team (447-6578) and Tiffany Jordan (447-6536).

\* Terry staff will be trained through at least two (2) hours of professional development in order to enhance the understanding of effective parental involvement strategies.

\*Quarterly Attendance Incentives – Dates will be listed on the monthly school calendar (Stephanie Franklin 447-6500)

\*Grandparents' Week Luncheon– September 24th (Pre-K thru 2nd) and 23rd( 3rd thru 5th) – All grandparents are welcome!

\* Terry Spirit Night at Chick-Fil-A – TBA 5-8 p.m.

\* Terry World Fest- Nov. 21 (Stacey Gip- 447-6503)

\* Math Night- Date will be listed on the monthly school calendar. (Leadership Committee 447-6503)

\* Parent Conference Days – October 10th and 11th & February 20th and 21st (Contact your Child's Teacher)

\* PTA General Meetings- TBA (PTA President- Stacey Gip 447-6503)

\* Red Ribbon Week – October 23-27 (JoAnn Norris- 447-6558)

\* Literacy Night- TBA (Tiffany Jordan- 447-6536)

\* Field Trip volunteers – Throughout year (Contact Your Child's Teacher)

\* PTA Committees – Meetings throughout year (PTA President- Stacey Gip 447-6503)

\* VIPS Reading in the Classroom- November 19th (Jane Mendel Day) (Tommy Kelly- 447-6506)

\* Spring West Cluster Fair- location and date TBA (Nancy David- 447-6582)

\* Health Fair- April 24 (Nurse Toland- 447-6505)

\* Teacher Appreciation Week- May 7-11 (Ronald Armstrong 447-6503)

- \* Kindergarten Mother's Day Tea- May 11 (Michelene Meachum- 447-6571)
  - \* Art Show and Silent Auction- May (Hubbard - 447-6521)
  - \* Field Day- May (TBA) (PTA President- Stacey Gip 447-6503)
  - \* Other activities may be added during the school year- please check your child's folder for new updates
- You may contact the school secretary about any of the events listed above- 447-6503

- \* Title One Meeting and Open House- September 5 (Nancy David 447-6582)
- \* PTA Leadership Meetings- Quarterly (PTA President- Stacey Gip 447-6503)
- \* West Schools Parent and Community Back to School Bash at Forrest Heights Stem Academy – Oct. 3rd (West Cluster Schools) (Nancy David- 447-6582)
- \* Monthly Character Award Celebrations – Dates will be listed on the monthly school calendar (Joann Norris 447-6558)

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

\* Terry's principal will be trained in professional development designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Terry Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Terry Elementary School participates on the LRSD NNPS Westside School Cluster Team. (Nancy David, Parent Facilitator 447-6582)

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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**



**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/7/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,764.60. Your school's parents should have a voice regarding the use of these funds.	10/7/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
 Wakefield Elementary (Little Rock School District)  
 75 Westminster Drive  
 Little Rock AR 72209  
 501-447-6600

### School Parent and Family Engagement Plan

<b>School Name:</b>	Wakefield Elementary
<b>Facilitator Name:</b>	Stacie Breshears
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Stacie	Breshears	Literacy Interventionist
Les	Taylor	Principal
Kelly	Burrus	Library Media Specialist
Taylor	Magness	Classroom Teacher
Juanita	Scroggins	Classroom Teacher

#### 1: Jointly Developed

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Wakefield-Elementary-School-

LRSD-Parent-and-Family-Engagement-

2019-2020

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.

Parent Involvement Committee Members

Les Taylor, Principal

Delwin Smith, Vice Principal

Stacie Breshears, Parent Facilitator

Juanita Scroggins, Teacher

Katasha Hardy, Parent

Liana Garcia, Parent and Staff member

Jason Lanier, Community Representative

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, 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:

- Open House-Walk-through/Parents Make A Difference Session – August 9, 2019 5:00-6:00pm
- K-2 Math/Literacy Night – September 24, 2019 – 5:30 – 7:00 (contact your child's teacher)
- K-5 Math/Literacy Night – October 3, 2019 – 5:30 – 7:00 (contact your child's teacher)
- Annual Title 1 Meeting – October 8, 2019
- Parent Teacher Conferences – October 10, 2019 - 3:00-6:00 pm

October 11, 2019 - Parent Teacher Conferences - 8:00-12:00 (Contact Child's teacher)

- Fall Festival – October 24, 2019 – 5:00 – 7:00 (Contact Connie Hansen) 447-6622
- Charity Dinner – December 1, 2019 (Contact Mrs. Marks) – 447-6643
- Class Holiday Parties – December 19, 2019 Contact Child's teacher 447-6600
- School-Wide Incentive Movie- December 20, 2019 (Contact Child's teacher)
- Parent Teacher Conferences – February 20, 2020 - 3:00-6:00 pm

February 21, 2020 - Parent Teacher Conferences - 8:00-12:00 (Contact Child's teacher)

- Black History Program – February 28, 2020
- ELPA- ESL testing January 28th- March 8, 2020
- Valentine's Parties February 14, 2020 (Contact Child's Teacher)
- ACT Aspire Testing – April 8- May 10, 2020 (Stacie Breshears) 447-6650
- Accelerated Reader Ceremony- May 14, 2020 Vicki Short 447-6618
- Field Day – May 15, 2020 Contacts: P.E. Teacher Gregory Johnson 447-6600 or child's classroom teacher
- Fifth Grade Promotion – May 21, 2019 (Contacts: 5th Grade Teachers)

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 12, 2020, 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 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 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)

An annual Title I meeting will be held in the fall of each school year, October 8, 2019, that will be 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. (Contact: Mr. Les Taylor 447-6600)

If a district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. Wakefield's allocation of these funds is \$2,432.70. These funds are used to purchase materials and snacks for Math and Literacy nights.

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.

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.

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

Stacie Breshears

Wakefield Parent Facilitator

Southwest Cluster Team

stacie.breshears@lrsd.org

501-447-6650

Wakefield Elementary School will involve parents on school improvement planning committees, as well as the development of the parent and community engagement plan. 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. Any parent comments will be submitted to the district if the schoolwide Title I plan is unsatisfactory to parents.

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.

## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

An annual Title I meeting will be held October 8, 2019, that will be 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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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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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## **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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 2019-2020

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:

- Attend school regularly.
- Come to school each day with pens, pencils, paper and other necessary tools for learning.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to rules of student conduct.

Signature \_\_\_\_\_

Teacher Agreement

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

- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with the assignments.
- Encourage students and parents by providing information about student progress.
- 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:

- Provide an environment that allows for positive communication between the teachers, parents and students.
- Ensure teacher's homework assignments will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed.
- Ensure that parents receive frequent reports on their child's progress.
- Ensure parental access to staff to support partnerships.
- 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:

- Asistir a la escuela regularmente.
- Venir a la escuela con plumas, lápices, papel y otras necesidades para aprender.
- Completar y regresar las tareas asignadas.
- Observar horas de estudio regulares.



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:

- Proveer tareas para los estudiantes.
- Proveer la ayuda necesaria para que los padres les puedan ayudar a sus hijos/as con lo asignado.
- Apoyar a los estudiantes y a sus padres, proveyendo información sobre el progreso del estudiante.
- 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:

- Proveer un ambiente que permitirá comunicación positiva entre maestros, padres y estudiantes.
- Alentar a los maestros para que asignen tareas regularmente que refuercen la instrucción del salón.

Firma:

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## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

If a district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. Wakefield's allocation of these funds is \$2,432.70. These funds are used to purchase materials and snacks for Math and Literacy nights.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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)

---

## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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.

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)

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.

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- Field Day – May 15, 2020 Contacts: P.E. Teacher Gregory Johnson 447-6600 or child's classroom teacher
- Fifth Grade Promotion – May 21, 2019 (Contacts: 5th Grade Teachers)

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

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 12, 2020, 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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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

#### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

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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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Your plan is thorough; however, on page 3 or beginning at Line 93 of the document there is a problem. You have referenced the use of the parent reservation incorrectly. It looks as though you have provided information regarding your Title I allocation and not the parental involvement allocation.	10/4/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/4/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The information provided in your response is not correct. You may want to provide the following information along with how the funds are used. The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$2,432.70. Your school's parents should have a voice regarding the use of these funds.	10/4/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2019

AR  
 Washington Magnet Elementary (Little Rock School District)  
 2700 Main Street  
 Little Rock AR 72206  
 501-447-6700

### School Parent and Family Engagement Plan

<b>School Name:</b>	Booker T. Washington Elementary
<b>Facilitator Name:</b>	Mrs. Deanna Woods & Ms. Tonya Sproles
<b>Plan Review/Revision Date:</b>	9/17/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey, Parent & Family Engagement Specialist
<b>District Level Approval Date:</b>	9/30/2019

#### Committee Members, Role:

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

First Name	Last Name	Position
Aleta	Branch	Principal
Hazel	Harris	Asst. Principal
Danielle	Holmes	Parent
Brittany	Hayes	Parent
Kizzy	Jones	Parent
Tamela	Holmes	PTA & Parent

#### Committee Members, Role:

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

First Name	Last Name	Position
Don	Austin	Community
Rev.	Alexander	Community
Thelma	Shorter	Community
LaMonda	Corder	RN
Yvonne	McDaniel	Primary Teacher
Franzetta	McNeil	Intermediate Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Deanna	Woods	Co-Parent Facilitator
Tonya	Sproles	Co-Parent Facilitator

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**1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

**Booker T. Washington Elementary School**

**2019-2020 Parent and Family Engagement Plan**

School Mission: Washington Elementary School is committed to creating a community of responsible learners that embraces excellence in education while serving the community environment, ourselves, and our society.

We are a Title I school for P3 through fifth grades in need of improvement in literacy and math. One hundred percent (100%) of students are eligible for free or reduced lunch.

**Parents and Family Engagement Committee Members**

Aleta Branch, Principal

Hazel Harris, Asst. Principal

Danielle Holmes, Parent

Brittany Hays, Parent

Kizzy Jones, Parent

Tamela Holmes, PTA and Parent

Don Austin, Community

Rev. Alexander, Community

Thelma Shorter, Community

LaMonda Corder, RN

Yvonne McDaniel, Primary Teacher

Franzetta McNeil, Intermediate Teacher

Deanna Woods, Co-Parent Facilitator

Tonya Sproles, Co-Parent Facilitator

Washington Elementary School will communicate with our parents in the following ways to increase Parents and Family Engagement in supporting classroom instruction by distributing a monthly (at a glance) calendar of events and news developed by the Parents and Family Engagement Committee, students, principal, teachers and parent volunteers. Aleta Branch and Hazel Harris are responsible for getting out the calendar of events. (501) 447-6700

Parents will be able to access their child's grades and progress on a weekly basis using HAC (Home Access Center). Kimberley Washington, Technology Specialist, will assist you with HAC Passwords. (501) 447-6750. Each teacher can be contacted via e-mail or telephone. (501) 447-6700

The Student Handbook is available online at English/Spanish <https://www.lrsd.org/domain/422>

Parents are given a form to sign and return regarding the School-Parent Compact. The stakeholders will meet and discuss the compact. The committee will invite parents, staff and the community partners to be involved in a

variety of ways and provide information about improving student achievement. Regular and meaningful two-way communication will be addressed through conferences, progress reports and volunteering. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Our family information packet consisting of Washington's Parents and Family Engagement Plan, a list of activities, a list of teachers and the grades they teach, along with the school. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763 are responsible for disseminating the information packets. Parents will be notified that the Parent Information Packets are posted on our school website via our monthly "At a Glance" calendar of events and news as well as a robo-call.

Interpreters are provided when necessary for families who speak a language other than English for conferences, school activities and other parent engagement events.

Parents will be informed that the District Parent and Family Engagement Plan is available online during Parent-Teacher conferences for parents to review. Teachers will have parents to sign-off that they have been informed of the plan.

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Washington Elementary School Calendar of Activities 2019-2020

<u>Activity</u>	<u>Date</u>	<u>Time</u>	<u>Contact Person</u>
Grandparents' Day	September 9, 2019	Lunch Times	Tamela Holmes 447-6700
SIP/Title I Parent Meeting	September 5, 2019	5:30 – 6:00 pm	Aleta Branch 447-6700
Scholastic Book Fair	September 5-13, 2019	8:00 – 3:30 pm	Betty Larry 447-6706
Open House	September 5, 2019	6:00 – 7:30 pm	Aleta Branch 447-6700
Check Us Out Tours	October 7-9, 2019	9:00 – 1:00 pm	Tonya Sproles 447-6763
Parent Conference Days	October 10-11, 2019	10/10 3:00 – 6:00 10/11 8:00 – 12:00	Classroom Teachers 447-6700
Eat Lunch with Your Child	October 14-18, 2019	Lunch Times	Classroom Teachers 447-6700
Honor Roll Assembly	October 25, 2019	1:00 pm	Tonya Sproles 447-6763
Fall Festival	November 8, 2019	5:30 – 7:30 pm	Tamela Holmes 447-6700
Veterans Day	November 11, 2019	8:00 am	Tonya Sproles 447-6763
Open Enrollment	December 2-13, 2019	8:00 – 3:00 pm	Phyllis Ellis 447-6700
Winter Classroom Parties	December 19, 2019	1:00 – 2:00 pm	Classroom Teachers 447-6700
Muffins For Moms Donuts For Dads	January 7, 2020	7:15 – 8:15 am Parent Center	Tonya Sproles 447-6763
Parenting Partners	January 14, 21, 28, 2020	4:30 – 6:30 pm	Tonya Sproles 447-6763
Workshops	February 4 and 11, 2020	Media Center	
Honors Assembly	January 17, 2020	3-5 1:00 K-2 1:30	Tonya Sproles 447-6763
3-5 Winter Ball	January 24, 2020	5:30 – 7:30 pm	Tamela Holmes 447-6700
PreK – 2 Sweetheart Ball	February 7, 2020	5:30 – 7:30 pm	Deanna Woods 447-6717
Black History Program	February 4, 2020	1:00 – 2:00 pm	Latoyya Hunter 447-6767

Tentative

Valentine's Day Parties	February 14, 2020	1:00 – 2:00	Classroom Teachers 447-6700
Parent Conference Days	February 20-21, 2020	2/20 3:00 – 6:00 pm 2/21 8:00 – 12:00 pm	Classroom Teachers 447-6700
Act Aspire Prep Night	March 3, 2020 Tentative	5:30 – 6:30 pm	Tonya Sproles 447-6763 Alycea Wilkins 447-6762 Kim Washington 447-6750
Computer Power Day/Central-Event	March 14, 2020	8:00 – 3:00pm	Tonya Sproles 447-6763 East Cluster Deanna Woods 447-6717
Honors Assembly/Tribute BTW	April 3, 2020	1:00 – 2:00 pm	Tonya Sproles 447-6763 to Aleta Branch 447-6700 Betty Larry 447-6706
Wildcat Drummers Concert	April 17, 2020	1:00 – 2:00 pm	Joyce Johnson 447-6758
Mother's Day Celebration	May 8, 2020	Lunch Times	Teachers 447-6700
Talent Show	May 12, 2020	1:00 pm	Joyce Johnson 447-6758
Field Day	May 15, 2020	8:00 – 2:00 pm	Franzetta McNeil 447-6735
Honor Roll Assembly	May 18, 2020	1st - 4th Grade 1:00 pm	Tonya Sproles 447-6763
Kindergarten Promotion	May 19, 2020	9:00 am	Deanna Woods 447-6717
5th Grade Promotion/Assembly	May 20, 2020	9:00 am	Beverly Dennis 447-6790 Honors Ida Branch 447-6732
Pre-K Promotion	May 22, 2020	9:00 am	Deanna Woods 447-6717 Ruby Steward-Brown 447-6765
Last Day of School	May 27, 2020	2:35pm	Teachers 447-6700

Daily Parent Volunteers - Classroom Teachers 447-6700  
 Book Fair/Helpers - Betty Larry (501)447-6706  
 Field Day Volunteers - To Be Announced (501)447-6700  
 Volunteer Readers - Betty Larry (501)447-6706  
 PTA Officer/Committee Leadership Opportunities - Tamela Holmes Tamela.holmes@lrsd.org  
 Parents and Family Engagement professional development opportunities for school & faculty Deanna Woods (501) 447-6717 Deanna.Woods@lrsd.org and Tonya Sproles (501)447-6763 Tonya.Sproles@lrsd.org

Washington Elementary School will provide volunteer and training opportunities such as: volunteer readers. Betty Larry (501) 447-6706

Washington will provide developmentally appropriate learning activities for the home environment. The Parent Center has activities that parents can use in the center with their child. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

The Central-East Cluster Team will have collaborative meetings with all LRSD Clusters during the Computer Power Day Parent Academy for Student Success at Henderson Middle School for parents to help transition students and



parents to secondary educational programs. March 14, 2020

Washington Elementary School faculty/staff and parents of Washington students will support each student's educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795 Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of school wide school improvement plan (SIP), September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of Annual Title I, Part A Program by including parents in the decision-making process regarding the allocation of the said funds. September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Aleta Branch (501)447-6702 and Hazel Harris (501) 447-6795 invites alumni of the school to create an alumni advisory commission and welcomes their participation in our 8th Annual Celebration of Booker T. Washington, April 3, 2020.

Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763, Parent Facilitators, and the Parent Teacher Association will foster parental and community involvement within the school. Contact Tamela Holmes, Vice-President/grandparent at Tamela.holmes@lrsd.org for more information about Parent Teacher Association. Washington Elementary School will provide resources for parents by allowing parents to check out materials, check grades and visit educational websites while visiting the Parent Center, Media Center and the Computer Lab. Parent Center Hours of Operation are 7:45am - 3:00pm. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ <https://www.lrsd.org/Page/9>

The school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock School District Student Handbook. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Two certified staff members are designated to serve as Parent Facilitators. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

A survey will be distributed to solicit recommendations for Parents and Family Engagement, recommended roles for parents, suggested ways parents can be involved in their student's education, and suggested ways to promote responsible parenting. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will use the Parent Interest Surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year by asking parents to fill out a survey at the beginning of the school year. We will use the survey to plan the parent and family engagement activities for the year. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Washington Elementary School will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. Washington Elementary School provides Title I services school wide so all parents will be invited to participate in Title I events September 5, 2020. For more information contact Aleta Branch (501) 447-6702, Hazel Harris (501) 447-6795, Deanna Woods (501) 447-6717 or Tonya Sproles at (501) 447-6763

Booker T. Washington Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of school wide school improvement plan (SIP), September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of Annual Title I, Part A Program by including parents in the decision-making process regarding the allocation of the said funds. September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Washington Elementary School will conduct an Annual Title I Meeting for the parents of our students and other stakeholders. Washington Elementary School provides Title I services school wide so all parents will be invited to participate in Title I events September 5, 2020. For more information contact Aleta Branch (501) 447-6702, Hazel Harris (501) 447-6795, Deanna Woods (501) 447-6717 or Tonya Sproles at (501) 447-6763

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## **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Washington Elementary School will communicate with our parents in the following ways to increase Parents and Family Engagement in supporting classroom instruction by distributing a monthly (at a glance) calendar of events and news developed by the Parents and Family Engagement Committee, students, principal, teachers and parent volunteers. Aleta Branch and Hazel Harris are responsible for getting out the calendar of events. (501) 447-6700

Parents will be able to access their child's grades and progress on a weekly basis using HAC (Home Access Center). Kimberley Washington, Technology Specialist, will assist you with HAC Passwords. (501) 447-6750. Each teacher can be contacted via e-mail or telephone. (501) 447-6700

The Student Handbook is available online at

English/Spanish <https://www.lrsd.org/domain/422>

- EXPLAIN HOW INFORMATION PACKET WILL BE DISTRIBUTED (I.E. HOW WILL PARENTS KNOW THAT THE PARENT INFORMATION PACKET IS POSTED ONLINE OR COPIES AT THE SCHOOL?) Parents will be notified that the Parent Information Packets are posted on our school website via our monthly "At a Glance" calendar of events and news as well as a robo-call.
- EXPLAIN HOW COMMUNICATION TO PARENTS WILL BE PROVIDED TO PARENTS IN LANGUAGE THEY CAN UNDERSTAND Interpreters are provided when necessary for families who speak a language other than English for conferences, school activities and other parent engagement events.
- PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE. Parents will be informed that the District Parent and Family Engagement Plan is available online during Parent-Teacher conferences for parents to review. Teachers will have parents sign-off that they have been informed of the plan.

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ <https://www.lrsd.org/Page/9>

The school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock School District Student Handbook. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The stakeholders will meet and discuss the compact. The committee will invite parents, staff and the community partners to be involved in a variety of ways and provide information about improving student achievement. Regular and meaningful two-way communication will be addressed through conferences, progress reports and volunteering. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Our family information packet consisting of Washington's Parents and Family Engagement Plan, a list of activities, a list of teachers and the grades they teach, along with the school. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763 are responsible for disseminating the information packets.

A survey will be distributed to solicit recommendations for Parents and Family Engagement, recommended roles for parents, suggested ways parents can be involved in their student's education, and suggested ways to promote responsible parenting. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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Collaborating with the Community. To support the six types of involvement, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

**LITTLE ROCK SCHOOL DISTRICT WASHINGTON ELEMENTARY SCHOOL**  
**HOME/SCHOOL LEARNING COMPACT**

School Name: WASHINGTON ELEMENTARY SCHOOL

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

**PARENT/GUARDIAN AGREEMENT** (Any adult who is interested in helping with this student may sign in lieu of the parent.) I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- Ensure that my child is on time each day and attends school regularly
- Support the school discipline policy
- Establish a time for homework and review it 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:

- Attend School regularly;
  - Come to school each day with pens, pencil, paper, and other necessary tools for learning
- Complete and return homework assignments
- Observe regular study hours
- Conform to rules of student conduct

Signature: \_\_\_\_\_

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

- Provide appropriate and meaningful homework assignments for students
- Provide necessary assistance to parents so that they can help assist with the assignments
- Encourage students and parents by providing information about student progress;
- Use special activities in the classroom to make learning enjoyable

Signature: \_\_\_\_\_

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

- Provide an environment that allows for positive communication between the teachers, parents and student
- Ensure teachers' homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed

- Ensure that parents receive frequent reports on their child's progress
- Ensure parental access to staff to support partnerships
- Provide parents opportunities to volunteer and observe classroom activities

Signature: \_\_\_\_\_

**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school's share of the required 1% reservation was \$1,494.30 Our parents will have a voice regarding the use of these funds. Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of Annual Title I, Part A Program by including parents in the decision-making process regarding the allocation of the said funds. September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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**LITTLE ROCK SCHOOL DISTRICT**

**WASHINGTON ELEMENTARY SCHOOL**

**HOME/SCHOOL LEARNING COMPACT**

School Name: \_ WASHINGTON ELEMENTARY SCHOOL

Student Name: \_\_\_\_\_ Grade \_\_\_\_\_

**PARENT/GUARDIAN AGREEMENT** (Any adult who is interested in helping with this student may sign in lieu of the parent.) I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- Ensure that my child is on time each day and attends school regularly
- Support the school discipline policy
- Establish a time for homework and review it 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:

- Attend School regularly;
- Come to school each day with pens, pencil, paper, and other necessary tools for learning
- Complete and return homework assignments
- Observe regular study hours
- Conform to rules of student conduct

Signature: \_\_\_\_\_

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

- Provide appropriate and meaningful homework assignments for students
- Provide necessary assistance to parents so that they can help assist with the assignments
- Encourage students and parents by providing information about student progress;
- Use special activities in the classroom to make learning enjoyable

Signature: \_\_\_\_\_

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

- Provide an environment that allows for positive communication between the teachers, parents and student
- Ensure teachers' homework assignments that will reinforce classroom instruction regularly.
- Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
- Engage parents in parent-teacher conferences in which this compact will be discussed
- Ensure that parents receive frequent reports on their child's progress
- Ensure parental access to staff to support partnerships
- Provide parents opportunities to volunteer and observe classroom activities

Signature: \_\_\_\_\_

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Aleta Branch (501)447-6702 and Hazel Harris (501) 447-6795 invites alumni of the school to create an alumni advisory commission and welcomes their participation in our 8th Annual Celebration of Booker T. Washington, April 3, 2020.

Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763, Parent Facilitators, and the Parent Teacher Association will foster parental and community involvement within the school. Contact Tamela Holmes, Vice-

President/grandparent at Tamela.holmes@lrsd.org for more information about Parent Teacher Association.

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## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Washington will provide developmentally appropriate learning activities for the home environment. The Parent Center has activities that parents can use in the center with their child. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Washington Elementary School faculty/staff and parents of Washington students will support each student's educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will provide resources for parents by allowing parents to check out materials, check grades and visit educational websites while visiting the Parent Center, Media Center and the Computer Lab. Parent Center Hours of Operation are 7:45am - 3:00pm. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ <https://www.lrsd.org/Page/9>

The school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock School District Student Handbook. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will use the Parent Interest Surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year by asking parents to fill out a survey at the beginning of the school year. We will use the survey to plan the parent and family engagement activities for the year. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

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**8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents’ assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Washington Elementary School faculty/staff and parents of Washington students will support each student's educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Two certified staff members are designated to serve as Parent Facilitators. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Booker T. Washington Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Booker T. Washington Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched 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, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		



<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Our school's 2019-2020 Parent and Family Engagement Plan is currently under review. As soon as, our plan is approved, we will post it on our school's webpage.



Thank you for your patience.

*Watson Elementary School*  
2019-2020 **Parent and Family Engagement Plan**  
*“Soaring In Excellence”*

7000 Valley Dr.  
Little Rock, AR 72209 (501)447-6800  
Telephone (501)447-6801 Fax

Stephanie Walker, Principal  
Morgan Ealy, Assistant Principal  
Sarah Welch, Secretary  
[The Power of US](#)

**School Mission:** In collaboration with parents and the community, Watson Elementary faculty and staff will provide every student with a positive learning environment that develops independent learners and problem solvers through effective instruction and appropriate assessments.

Principal: Stephanie Walker Parent Facilitator(s): Christy Jenkins-Strong

Parent Coordinator: Tagel Muqtasid

Watson is a Title I school with 96% of our students on free and reduced lunch.  
We are a focus school.

**(INDISTAR: TITLE PAGE) Parent and Family Engagement Committee Members**

1. Stephanie Walker, Principal
2. Morgan Ealy, Assistant Principal
3. Christy Jenkins-Strong, Parent Facilitator
4. Tagel Muqtasid, Parent Coordinator
5. Belinda Newton, Bilingual Home School Advisor
6. Ronisha Johnson, Teacher
7. Kristy Alexander, Teacher
8. Amanda Holmes, Parent
9. Bob Hope, Parent

**(INDISTAR: #1)** Watson will develop a **Parent Committee** made up of school staff (teachers) and parents, who will review, update, and make necessary changes to the Parent & Family Engagement Plan annually. The committee will meet weekly to work on the PFE Plan during the month of September and move to monthly meetings beginning in October 2019-May 2020. Evaluation tool: Survey Monkey. Contact: Christy Strong, Parent Facilitator and the Parent & Family Engagement Committee (447-6800)

**(INDISTAR: #2)** **Conduct an Annual Title I Meetings** in September 2019 for parents of our students separate from any other meetings or activities to ensure that parents have ample time to be informed about their rights as parents under Title I and the schools participation requirements

as a Title I School. Evaluation tool: Survey Monkey. Contact: Christy Strong, Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal (447-6800)

**(INDISTAR: #3) Communicating** with parents, families, and our community in various ways to ensure the Parent & Family Engagement Plan/Packet (PFE) is available in different formats is important in our culture. We will provide paper copies of our PFE Plan/Packet via our school's main office, the parent center, and any event/activity we have at Watson. We will also make our plan available electronically by way of our District's website, [www.lrsd.org](http://www.lrsd.org), and our schools webpage on Padlet, [https://padlet.com/morgan\\_ealy/Watson](https://padlet.com/morgan_ealy/Watson). Our Parent & Family Engagement Plan/Packet will be updated and distributed annually. It will include meeting times for the parent committee as well as a variety of times and dates for parent night events and activities for families to be engaged.

We will also be using the Remind App as a way to provide two-way communication to inform parents, families, and the community of events/activities, volunteer opportunities, and learning at home techniques to use. Social media is another outlet Watson intends to use to stay connected and communicate with parents, families, and the communities. Watson will provide learning at home videos on math skills, reading comprehension, writing skills, and many other core practices that are being taught at school to assist parents at home. All communications will be provided in both English and Spanish. There will be monthly Parent newsletters to be sent home by way of students, electronically, and will be posted on our Parent Board in both English and Spanish informing parents of upcoming events/activities, parenting tips and advice and learning at home resources & tools. Evaluation tool: Survey Monkey and social media tools. Contact: Christy Strong, Parent Facilitator, Teresa Gilzow, Ronisha Johnson, Amanda Holmes (447-6800)

### **INDISTAR #3 - COMMUNICATION**

#### **ADD STATEMENTS:**

- **EXPLAIN HOW INFORMATION PACKET WILL BE DISTRIBUTE (I.E. HOW WILL PARENTS KNOW THAT THE PARENT INFORMATION PACKET IS POSTED ONLINE OR COPIES AT THE SCHOOL?)**
- **EXPLAIN HOW COMMUNICATION TO PARENTS WILL BE PROVIDED TO PARENTS IN LANGUAGE THEY CAN UNDERSTAND**
- **PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE.**

**(INDISTAR: #4) The School, Parent, Student Compact** will specifically state the responsibilities each parent, student, school staff, and administrators will do to improve student academic achievement and will disseminate the information to all parents to ensure that every compact is signed. Watson will distribute to parents and families during parent meetings and make available online via the District's website and Watson's webpage. The committee, which includes parents, staff, & teachers, will decide on the actions in which all stakeholders will be responsible. Evaluation tool: Sign-in sheets. Contact: Christy Strong, Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal, Kristy Alexander (447-6800)

**(INDISTAR: #5)** During our Annual Title I meeting Watson will inform parents of the **Title I Funds** allocated for the school and get from parents and families their thoughts and ideas on how they would like to see funds spent as it relates to parent and family engagement.

Evaluation tool: Sign-in sheets. Contact: Christy Strong, Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal, Kristy Alexander (447-6800)

**(INDISTAR: #6 and #9)** Watson will collaborate with **community organizations** to provide support to the parents and families that attend our school. We will work with local churches, community centers, and leaders within the Southwest community to support school academic goals and behavioral skills support. The Parent & Family Engagement Committee will collaborate with the Parent Teacher Association (PTA) to provide opportunities for engaging, teaching, and helping our parents and families be a part of making decisions as it relates to parent and family engagement. Evaluation tool: NWEA Test Results and Survey Monkey. Contact: Christy Strong, Parent Facilitator, Bob, Hope, Amanda Holmes, Kristy Alexander (447-6800)

**(INDISTAR: #6)** Watson will develop a partnership with the Early Childhood Centers (ECC) in the Southwest area for those families whose children will potentially attend Watson Elementary. We will provide educational and readiness tools and support to those families who have children that will be in Kindergarten for the upcoming school year. We can partner with these ECC to host a parent night and provide information that would help parents get their children ready for elementary school. Evaluation tool: Assessment. Contact: Tagel Muqtasid, Christy Strong, Stephanie Walker (447-6800).

**(INDISTAR: #7)** **To enhance and increase parental engagement**, Watson will work to provide opportunities for parents and families to learn tools and skills that will assist with at home learning, parenting skills, and volunteer opportunities. We will provide monthly Parent Meetings at various times (morning, lunch, & evening) so that we may reach as many parents as possible. We will also provide information, via social media sites, for those parents and families who are unable to attend meeting sessions. **Listed in the Parent & Family Engagement Information Packet are some of the parent meetings that will take place this school year.** Evaluation tools: Surveys, assessments, sign in sheets. Contact: Watson PFE Committee (447-6800)

**(INDISTAR: #3 and #7)** **Listed is** a list of activities/events that will take place throughout the year:

- Grandparents Day Luncheon-to provide opportunities for grandparents to engage with their grandchildren.
- Host 5 Parent and Family Engagement Activities to increase parent and family engagement at home such as PBIS & Bully Prevention Night (Behavior), STEM Night (Science), Fundamentals of Reading Night (Academic), Lunch & Learn (Communication), Math & Literacy Night, Mother-Daughter, Father-Son Luncheon.
- Host 1 Parent Café-to increase parental and family engagement in the school and build relationships among parents, teachers, and staff.

- Testing Preparation Night-Inform and assist parents with how to prepare at home for testing.
- Parenting Partners-classes designed for parents that will help with positive parenting skills, communication, academic success, and many other skills.
- Leader in Me-leadership training opportunity for parents to become leaders in their homes, schools, and community.
- Provide English to Spanish and Spanish to English classes for parents who are wanting to improve upon and work on learning a new language.

**(INDISTAR: #7) Open House**-allow parents to hear from teachers and staff about school guidelines and procedures; Positive Behavior Intervention Systems is a tool presented to parents on how we provide structure for student behavior; NWEA is a test students will take through the year and information is given to parents and families as it relates to testing dates, the content of the test, how the results are measured, and how teachers use the test to teach students. Curriculums and classroom management are also discussed with parents and families. Evaluation tool: Sign-in sheets. Contact: Tagel Muqtasid, Christy Strong, Stephanie Walker (447-6800).

**(INDISTAR: #8)** Conducting two (2) state mandated **Parent-Teacher Conferences** a year, one per semester, with each parent of every student. Parents will receive test scores, student progress, and a summary of interventions being used to assist the child in reaching his/her academic goals. Watson will make sure to follow the state guidelines on providing staff development. **NOTE: STATE LAW FOR THE THE NUMBER OF HOURS CHANGED A FEW YEARS AGO TO TWO (2) HOURS PER EDUCATOR AND ADMINISTRATOR. HOWEVER, FEDERAL LAWS STATES THAT PD IS ONGOING.** The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers, designed to enhance their understanding of effective parent and family engagement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance their understanding of effective parent and family engagement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental and family participation. Evaluation tool: Professional development certification. Contact: Christy Strong, Ronisha Johnson, Morgan Ealy (447-6800).

There will be a Professional Development training at Watson Elementary for teachers and staff in the Fall 2019 and the Spring 2020 to train and develop teachers and staff in the area of Parent & Family Engagement.

**(INDISTAR: #3 and #7)** Parents may utilize the Parent Center to check out materials such as educational games/activities, use the computer for learning fun ways to helping children with homework; and learn homework techniques and strategies for helping their student at home. The Parent Center will open daily to accommodate parental need and support. Evaluation tool: sign in sheets. Contact: Christy Jenkins and Parent Coordinator (447-6800)

**(INDISTAR #1 - #9)** Watson Elementary is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership family model is

designed to enhance parent and family participation and engagement in the school and community. The family model is researched based and references engagement, activities, and resources for the six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Jefferson Elementary participates on the LRSD NNPS Southwest Cluster Team. (Christy Jenkins-Strong, 501-447-6800)

### **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.**

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

**NOTE: PLEASE REVIEW: If you would like to keep this information, review Section 1116 for the additional components. The “letters” go beyond “D”**

#### **LRSD Parental Policy**

The Little Rock School District will support programs, activities and procedures for the engagement of parents and families in all of its schools with Title I, Part A programs, consistent with Section 1116 of the Every Student Succeeds Act (ESSA). Those programs, activities and procedures will be planned and operated

with meaningful consultation and engagement with parents and families of participating children.

The school district will be governed by the following statutory definition of parental and family engagement, and expects its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parent and family engagement means the participation of parents and families in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring —

- (A) That parents and families play an integral role in assisting their child's learning;
- (B) That parents and families are encouraged to be actively involved in their child's education at school;
- (C) That parents and families are full partners in their child's education and are included, as appropriate, decision-making and on advisory committees to assist in the education of their child; and
- (D) The carrying out of other activities, such as those described in Section 1116 of the ESSA.



AR  
 Western Hills Elem School (Little Rock School District)  
 4901 Western Hills Avenue  
 Little Rock AR 72204  
 501-447-6900

### School Parent and Family Engagement Plan

<b>School Name:</b>	Western Hills Elementary
<b>Facilitator Name:</b>	Zora Madison
<b>Plan Review/Revision Date:</b>	8/26/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Shannon	Smith	Principal
Zora	Madison	Parent Facilitator
Chasity	Jiles	Parent
Giovonni	Willis	Parent
Heather	Blockett	Teacher
Scott	Morgan	Community Member

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

School Parent and Family Engagement Plan

School Name:

Western Hills Elementary

Facilitator Name:

Zora Madison

Plan Review/Revision Date:

August 26, 2019

District Level Reviewer, Title:

Kaye Rainey

District Level Approval Date:

Committee Members, Role:

1. Shannon Smith Principal
2. Zora Madison Parent Facilitator
3. Chasity Jiles \_\_\_\_\_ Parent
5. Giovonni Willis Parent
6. Heather Blockett Teacher
7. Scott Morgan Community Member

School Mission: The Western Hills' community will provide a nurturing environment committed to maintaining high expectations for all students. Staff members and parents will work together to promote academic, social, emotional, technological and physical success. Our goal is to foster a social, moral, and ethical awareness in our students leading them to become responsible, productive citizens and leaders in our society.

Principal: Ms. Shannon Smith Parent Facilitator(s): Ms. Zora Madison

Parent Liaison: Chasity Jiles, PTA President

District: Little Rock School District

School Improvement Status: Focus Grade Levels: Pre K-5th

Are you Title I School wide?

X Yes

No

N/A

Percent of free and reduced lunch: 87%

Plan Review/Revision Date: August 26, 2019

District Level Reviewer: Kaye Rainey

District Level Approval Date:

1. Western Hills will communicate with parents in the following ways to increase parent and family engagement and support classroom instruction by doing the following activities:
  - Teachers will send home a communication folder daily to inform parents of student progress through class work. Parents will sign the folder and send it back to school the next day.
  - Teachers will communicate with parents through weekly or monthly newsletters that explain learning goals and activities that are going on in the classroom.
  - The school will send home Class Dojo information so parents will be able communicate with all teachers in the building. The Class Dojo app will allow parents the ability to translate message into their home language.
  - Social Media accounts will be updated with current events to keep parents and the community informed.
  - Parents may communicate with school staff through email or telephone.
  - The Media Specialist will send home monthly newsletters highlighting school events (testing dates, educational field trips, awards assemblies, etc.). The newsletter will be in English and Spanish.
  - The Principal will provide a report to WHPTA Board (monthly) and at WHPTA General Meeting (quarterly) will include classroom instruction information.

- The principal will update the community the school serves with a "Principal's Report" at each quarterly Westwood Neighborhood Association meeting.

- Welcome informative packets will be provided to all families at Open House. It will include: supply list, school and district calendar, uniform policy, Parent and Family Engagement plan, and PTA membership and expenditure information. The packet and plan will also be uploaded on Class Dojo for parents to read. Parents will also be able to sign off on Parent and Family Engagement Plan during Parent/Teacher Conference. (Zora Madison 447-6929 or 447-6900)

2. Western Hills Elementary staff will plan the following meetings to increase parent and family engagement, build staff and parent capacity:

- Teachers and specialists will hold two (2) state mandated parent conferences a year, one per semester, with each parent of every student. The Little Rock School District has designated October 10/11 and February 20/21 as Parent Conference Days. Schools will not be in session on October 11 and February 21 in order to allow parents and teachers to meet. Parents will receive scores, student work and a summary of interventions being used to assist the child in reaching his/her achievement goals (AIPs and IRIs).

- School staff will organize a Math or Literacy night (TBA). Parents will be provided information on how to enhance their child's learning of math and Literacy skills. Packets will be given out to encourage family play at home in the areas of Math and Literacy. Parent Facilitator (Zora Madison) will facilitate the event (447-6929).

- Western Hills Staff will encourage parents to participate in different roles and activities to increase parent and family engagement and support of all student learning:

- Franks, Friends, and Family– November 16(Scott Morgan 447-6900)

- Grandparents' Day – September 18 (Stacey Cox 447-6900)

- Open House – September 5 (Shannon Smith) 447-6900)

- General PTA Meetings – September, December, February and May (Chasity Jiles 447-6900)

- Field Trip volunteers – Throughout year (Classroom teachers)

- Math /Literacy Night TBA– (447-6900)

- PTA Executive Board – First Monday of Month (Chasity Jiles 447-6900)

- MAP night– (Sarah Burns 447-6900)

- Parent Conference Days – (Shannon Smith 447-6900)

3. WH will provide information to parents about volunteer opportunities in the following ways:

- ViPs forms will be available during Open House on September 5. (Mary Hicks 447-6900)

- Monthly information on LRSD workshops will be provided. (Zora Madison 447-6929)

- At a variety of parent meetings (listed information packet) the school will provide instruction on how to incorporate developmentally appropriate learning activities in the home. (Classroom teachers 447-6900)

- Amanda Swift will conduct training meetings (September) for all volunteers. (447-6900)

4. Staff, parents and students have developed a "School-Parent Compact". This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. The administrator on September 15 and classroom teachers will sign the Compact by September 27. Parents and students will sign and return them to school. Classroom teachers will be responsible to discuss and distribute compact. These compacts will be on file in the classroom for further reference throughout the school year. A sample compact will be included in the "Welcome Back" packet at registration.

5. Parents will receive a copy of the Parent/Student handbook during Open House and the month of September.

6. WH will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making

processes regarding the school's Title I, Part A Program in the following ways:

- Campus Leadership Team. (Shannon Smith 447-6900)
- Committees (Literacy, Math, Wellness). (447-6935)
- Parent and Family Engagement Committee-First Monday of the Month (Zora Madison 447-6929)
- Alumni is encouraged to participate in school activities which include enrichment and volunteering opportunities (Sandy Douglass 447-6900)
- Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs. (447-6900)
- Partners in Education (Sarah Burns 447-6900)
- PBIS Committee (Shannon Smith 447-6900)

7. Western Hills staff will provide many resources for parents in the following ways (most of the materials will be accessible in English and Spanish):

- Welcome informative packets will be provided to all families at Open House. It will include: supply list, school and district calendar, uniform policy, Parent and Family Engagement plan, and PTA membership and expenditure information. (Zora Madison 447-6929 or 447-6900)
- Parent Center will be available throughout the school day when parents or visitors come in the school. The center will be well stocked with pamphlets and literature to access parents in helping their children. (Zora Madison 447-6929)
- Library will have a parent section so parents will be able to check out books (Some Spanish resources also). (Feather Linn 447-6906)
- Parents will have access to computers in the library and computer lab during regular school hours to help with research or access their Eschool accounts. Parents will be asked to review and sign the Acceptable Use Policy before using school computers. (Feather Linn 447-6906)

8. WH will engage parents in the evaluation of our parent and family engagement efforts by:

- Providing various opportunities to submit feedback regarding the effectiveness of the parent engagement plan and policy.
- Distributing School Climate Surveys (LRSD).
- Providing informal surveys and questionnaires throughout the school year. (Shannon Smith 447-6902 or Zora Madison 447-6929)

9. WH will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. The Action Team for Parent and Family Engagement under the direction of Title Facilitator Zora Madison (447-6929) will review these surveys quarterly. Information will be collected in the following ways:

- PTA will evaluate committee signup sheets each October to determine if committee is needed and will be effective. (Scott Morgan 447-6900)
- Western Hills' staff will evaluate the activities that were held in conjunction with Parent and Family Engagement in June to determine their effectiveness and participation. (Zora Madison 447-6929)

10. WH annual Title I meeting will be held in September 5, 2019 and another Title I meeting is planned for May 2019.

- During the Title 1 meeting parents will get information about the school, test scores, academic activities, and title 1 funds

The National Network of Partnership Schools (NNPS)

1. 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. Western Hills Elementary collaborates and supports the LRSD Central/East Schools Cluster Team. Partnership Programs focus on the six "keys to engagement" identified by educational researchers as the critical components of home/school/community connections.

8. WH will engage parents in the evaluation of our parent and family engagement efforts by:

- Providing various opportunities to submit feedback regarding the effectiveness of the parent engagement plan and policy.
- Distributing School Climate Surveys (LRSD).
- Providing informal surveys and questionnaires throughout the school year. (Shannon Smith 447-6902 or Zora Madison 447-6929)

9. WH will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. The Action Team for Parent and Family Engagement under the direction of Title Facilitator Zora Madison (447-6929) will review these surveys quarterly. Information will be collected in the following ways:

- PTA will evaluate committee signup sheets each October to determine if committee is needed and will be effective. (Scott Morgan 447-6900)
- Western Hills' staff will evaluate the activities that were held in conjunction with Parent and Family Engagement in June to determine their effectiveness and participation. (Zora Madison 447-6929)

1. 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. Western Hills Elementary collaborates and supports the LRSD Central/East Schools Cluster Team. Partnership Programs focus on the six "keys to engagement" identified by educational researchers as the critical components of home/school/community connections.

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## **2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

WH annual Title I meeting will be held in September 5, 2019 and another Title I meeting is planned for May 2019.

- During the Title 1 meeting parents will get information about the school, test scores, academic activities, and Title 1 funds.

6. WH will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making

processes regarding the school's Title I, Part A Program in the following ways:

- Campus Leadership Team. (Shannon Smith 447-6900)
- Committees (Literacy, Math, Wellness). (447-6935)
- Parent and Family Engagement Committee-First Monday of the Month (Zora Madison 447-6929)
- Alumni is encouraged to participate in school activities which include enrichment and volunteering opportunities (Sandy Douglass 447-6900)
- Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs. (447-6900)
- Partners in Education (Sarah Burns 447-6900)
- PBIS Committee (Shannon Smith 447-6900)

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

1. Western Hills will communicate with parents in the following ways to increase parent and family engagement and support classroom instruction by doing the following activities:

- Teachers will send home a communication folder daily to inform parents of student progress through class work. Parents will sign the folder and send it back to school the next day.
- Teachers will communicate with parents through weekly or monthly newsletters that explain learning goals and activities that are going on in the classroom.
- The school will send home Class Dojo information so parents will be able to communicate with all teachers in the building. The Class Dojo app will allow parents the ability to translate message into their home language.
- Social Media accounts will be updated with current events to keep parents and the community informed.
- Parents may communicate with school staff through email or telephone.
- The Media Specialist will send home monthly newsletters highlighting school events (testing dates, educational field trips, awards assemblies, etc.). The newsletter will be in English and Spanish.
- The Principal will provide a report to WHPTA Board (monthly) and at WHPTA General Meeting (quarterly) will include classroom instruction information.
- The principal will update the community the school serves with a "Principal's Report" at each quarterly Westwood Neighborhood Association meeting.
- Welcome informative packets will be provided to all families at Open House. It will include: supply list, school and district calendar, uniform policy, Parent and Family Engagement plan, and PTA membership and expenditure information. The packet and plan will also be uploaded on Class Dojo for parents to read. Parents will also be able to sign off on Parent and Family Engagement Plan during Parent/Teacher Conference. (Zora Madison 447-6929 or 447-6900)

9. WH will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year. The Action Team for Parent and Family Engagement under the direction of Title Facilitator Zora Madison (447-6929) will review these surveys quarterly. Information will be collected in the following ways:

- PTA will evaluate committee signup sheets each October to determine if committee is needed and will be effective. (Scott Morgan 447-6900)
- Western Hills' staff will evaluate the activities that were held in conjunction with Parent and Family Engagement in June to determine their effectiveness and participation. (Zora Madison 447-6929)

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

##### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

4. Staff, parents and students have developed a "School-Parent Compact". This compact outlines the responsibilities of all stakeholders involved in the academic achievement of the students. The administrator on September 15 and classroom teachers will sign the Compact by September 27. Parents and students will sign and return them to school. Classroom teachers will be responsible to discuss and distribute compact. These compacts will be on file in the classroom for further reference throughout the school year. A sample compact will be included in the "Welcome Back" packet at registration.

5. Parents will receive a copy of the Parent/Student handbook during Open House and the month of September.

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

##### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

10. WH annual Title I meeting will be held in September 5, 2019 and another Title I meeting is planned for May 2019.

- During the Title 1 meeting parents will get information about the school, test scores, academic activities, and title 1 funds

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#### **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and*

*community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

7. Western Hills staff will provide many resources for parents in the following ways (most of the materials will be accessible in English and Spanish):

- Welcome informative packets will be provided to all families at Open House. It will include: supply list, school and district calendar, uniform policy, Parent and Family Engagement plan, and PTA membership and expenditure information. (Zora Madison 447-6929 or 447-6900)
- Parent Center will be available throughout the school day when parents or visitors come in the school. The center will be well stocked with pamphlets and literature to access parents in helping their children. (Zora Madison 447-6929)
- Library will have a parent section so parents will be able to check out books (Some Spanish resources also). (Feather Linn 447-6906)
- Parents will have access to computers in the library and computer lab during regular school hours to help with research or access their Eschool accounts. Parents will be asked to review and sign the Acceptable Use Policy before using school computers. (Feather Linn 447-6906)

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**7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

2. Western Hills Elementary staff will plan the following meetings to increase parent and family engagement, build staff and parent capacity:

- Teachers and specialists will hold two (2) state mandated parent conferences a year, one per semester, with each parent of every student. The Little Rock School District has designated October 10/11 and February 20/21 as Parent Conference Days. Schools will not be in session on October 11 and February 21 in order to allow parents and teachers to meet. Parents will receive scores, student work and a summary of interventions being used to assist the child in reaching his/her achievement goals (AIPs and IRIs).
- School staff will organize a Math or Literacy night (TBA). Parents will be provided information on how to enhance their child's learning of math and Literacy skills. Packets will be given out to encourage family play at home in the areas of Math and Literacy. Parent Facilitator (Zora Madison) will facilitate the event (447-6929).
- Western Hills Staff will encourage parents to participate in different roles and activities to increase parent and family engagement and support of all student learning:
- Franks, Friends, and Family– November 16(Scott Morgan 447-6900)
- Grandparents' Day – September 18 (Stacey Cox 447-6900)
- Open House – September 5 (Shannon Smith) 447-6900)
- General PTA Meetings – September, December, February and May (Chasity Jiles 447-6900)
- Field Trip volunteers – Throughout year (Classroom teachers)
- Math /Literacy Night TBA– (447-6900)



- PTA Executive Board – First Monday of Month (Chasity Jiles 447-6900)

- MAP night– (Sarah Burns 447-6900)

- Parent Conference Days – (Shannon Smith 447-6900)

3. WH will provide information to parents about volunteer opportunities in the following ways:

- ViPs forms will be available during Open House on September 5. (Mary Hicks 447-6900)

- Monthly information on LRSD workshops will be provided. (Zora Madison 447-6929)

- At a variety of parent meetings (listed information packet) the school will provide instruction on how to incorporate developmentally appropriate learning activities in the home. (Classroom teachers 447-6900)

- Amanda Swift will conduct training meetings (September) for all volunteers. (447-6900)

6. WH will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program in the following ways:

- Campus Leadership Team. (Shannon Smith 447-6900)

- Committees (Literacy, Math, Wellness). (447-6935)

- Parent and Family Engagement Committee-First Monday of the Month (Zora Madison 447-6929)

- Alumni is encouraged to participate in school activities which include enrichment and volunteering opportunities (Sandy Douglass 447-6900)

- Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs. (447-6900)

- Partners in Education (Sarah Burns 447-6900)

- PBIS Committee (Shannon Smith 447-6900)

7. Western Hills staff will provide many resources for parents in the following ways (most of the materials will be accessible in English and Spanish):

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- Parent Center will be available throughout the school day when parents or visitors come in the school. The center will be well stocked with pamphlets and literature to access parents in helping their children. (Zora Madison 447-6929)

- Library will have a parent section so parents will be able to check out books (Some Spanish resources also). (Feather Linn 447-6906)

- Parents will have access to computers in the library and computer lab during regular school hours to help with research or access their Eschool accounts. Parents will be asked to review and sign the Acceptable Use Policy before using school computers. (Feather Linn 447-6906)

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## **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic*

*Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

2. Western Hills Elementary staff will plan the following meetings to increase parent and family engagement, build staff and parent capacity:

- Teachers and specialists will hold two (2) state mandated parent conferences a year, one per semester, with each parent of every student. The Little Rock School District has designated October 10/11 and February 20/21 as Parent Conference Days. Schools will not be in session on October 11 and February 21 in order to allow parents and teachers to meet. Parents will receive scores, student work and a summary of interventions being used to assist the child in reaching his/her achievement goals (AIPs and IRIs).
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- Open House – September 5 (Shannon Smith) 447-6900)
- General PTA Meetings – September, December, February and May (Chasity Jiles 447-6900)
- Field Trip volunteers – Throughout year (Classroom teachers)
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- Amanda Swift will conduct training meetings (September) for all volunteers. (447-6900)

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**9: Building Capacity - Discretionary.**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

The National Network of Partnership Schools (NNPS)

1. 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. Western Hills Elementary collaborates and supports the LRSD Central/East Schools Cluster Team. Partnership Programs focus on the six "keys to engagement" identified by educational researchers as the critical components of home/school/community connections.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	1/10/2020
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	More information may be helpful for parents, and you might want them to know that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that your school's share of the required 1% reservation was \$1,254.60. Your school's parents should have a voice regarding the use of these funds.	1/10/2020
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/7/2019

AR  
Williams Magnet Elem School (Little Rock School District)  
7301 Evergreen Street  
Little Rock AR 72207  
501-447-7100

### School Parent and Family Engagement Plan

<b>School Name:</b>	Williams Magnet Elementary School
<b>Facilitator Name:</b>	Jamie Kuhn and Amanda Mamula
<b>Plan Review/Revision Date:</b>	9/30/2019
<b>District Level Reviewer, Title:</b>	Kaye Rainey, Parent Family Engagement Specialist
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Connie	Green	Principal
Laura	Acklin	Secretary
Rachel	McWhorter	Parent / Community
Jamie	Kuhn	Parent Facilitator
Amanda	Mamula	Parent Facilitator
Wendy	Sheridan	Parent / Community

#### Committee Members, Role:

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

First Name	Last Name	Position
Natasha	McElderry	Parent / Community
Chiquita	Lasker	Parent / Community
Schell	Gower	Parent / Community

#### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Williams Magnet Elementary School

HOME OF THE EAGLES

Parent Information Packet

2019-2020

Connie Green, Principal 447-7100

Parent Facilitator-Jamie Kuhn 447-7104

Parent Facilitator- Amanda Mamula 447-7129

PTA President- Schell Gower

PTA VP – Rachel Ellis

PTA Secretary – Wendy Sheridan

PTA Treasurer – Natasha McElderry

Williams Magnet Elementary School

2019-2020 Parent Involvement Plan

We, at Williams Magnet School, are committed to providing a basic skills curriculum where each child can become a higher performer, responsible citizen, critical thinker, and motivated life-long learner. We believe that this commitment can be best accomplished in a structured, child-centered, safe environment supported by involved parents and dedicated staff members. Our mission statement reflects the philosophy we strive to meet each day. The partnership between our parents and staff is critical to accomplishing this mission.

Academic excellence is our top priority at Williams Magnet and we believe there is a vital connection between teaching excellence, student performance and parental involvement. Parents, teachers, and students will share the responsibility for improving student academic achievement. Communication is essential in developing a partnership to help students achieve the state's high academic standards. Current test data indicates that our students not only met all state required benchmarks, but exceeded these benchmarks by several percentage points. We hope to inspire our parents to participate with our staff in enriching and improving education. Williams Magnet is a Title I school due to the number of students receiving free and reduced lunches. At this time, approximately 57.91% of the Williams Magnet's population receives free and reduced lunches.

Parent Involvement Committee Members

Connie Green Administrator

Laura Acklin Secretary

Rachel McWhorter Community/Parent

Wendy Sheridan Community/Parent

Natasha McElderry Community/Parent

Chiquita Laster Community/Parent

Jamie Kuhn Parent Facilitator

Amanda Mamula Parent Facilitator

Williams Magnet will communicate with parents in the following ways to increase parental involvement and to support classroom instruction:

Williams Magnet will distribute a monthly newsletter to parents which will include school news, calendar of school activities, helpful information from our school nurse and our Good Citizens of the Month. For more information, please contact Ms. Acklin at 447-7100.

Teachers will send home a folder containing student papers and work samples each week; folders will be sent home beginning August 20, 2019.

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Teachers will provide to parents information regarding their child's academic performance on HAC updating weekly.

Teachers and staff will communicate with parents through the Williams Magnet web page and the Williams PTA web page. Teachers will also provide a weekly/biweekly newsletter of upcoming classroom and school events.

The Blackboard/Parent Link system will be utilized to communicate with parents by distributing phone messages, emails, and text messages. For more information, contact Ms. Acklin at 447-7100.

Williams Magnet will plan meetings to increase parent involvement and build staff and parent community.

Williams Magnet will post in our November Newsletter that the Parent Information Packet has been posted online. A copy of the Newsletter is printed and sent home in student's red folders. A copy will also be posted online to our Parent Page. We will also send home this information to any parent that does not speak English as a primary language.

Teachers will hold a minimum of two (2) parent/teacher conferences during the school year to discuss academic achievement and the roles of the teacher, parent, and student. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the student in reaching their academic goals. Parents will be asked to engage in a discussion of how they can support these efforts. Teachers will also explain their grading procedures. Parent/Teacher conferences will be held October 10/11, 2019 and February 20/21, 2020.

- Information was sent home to all parents regarding HAC and Accelerated Reader. Parents have been given instructions and passwords on how they can use technology to monitor their child's progress and help their child succeed academically.
- Parent training sessions will be held to help parents understand how to enhance their child's education. These sessions will cover organizational skills, study skills, homework tips, time management, and test-taking strategies. For more information, contact Jamie Kuhn (Parent Facilitator) at 447-7104.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning.

#### Calendar of Events/Activities

Activity Date / Time Person/Group Responsible

Check In Days Aug 3-5, 2019 Laura Acklin, Secretary

PTA Membership Drive Aug. 1- October 2, 2019 PTA

Parent/ Student/Teacher Aug. 9, 2019 Connie Green, Principal

Meet & Greet

McDonalds Spirit Night Aug. 20, 2019 Connie Green, Principal

Title 1 Annual Meeting Aug. 28, 2018 Connie Green, Principal

Back to School Rally Aug. 29, 2018 Connie Green, Principal

Open House Sept. 5, 2018 Connie Green, Principal

Book Fair Sept. 4-10, 2019 Kelly Chaney, Librarian

Grandparents Day Luncheon Sept. 5 & 6, 2019 Connie Green, Principal

Pizza Fundraiser Sept. 13-27, 2019 PTA

Sonic Night Fundraiser Sept. 17, 2019 Connie Green, Principal  
Peace Day Celebrations Sept. 20, 2019 Amanda Mamula, Art Specialist  
PTA Meeting Oct. 1, 2019 PTA  
Dairy Queen Fundraiser Oct. 8, 2019 Connie Green, Principal  
Parent, Family, & Community Oct. 3, 2019 West Cluster  
Engagement Event (Fulbright)  
Parent/Teacher Conference Oct. 10, 2019 Connie Green, Principal 3:00 p.m. – 6:00 p.m.  
Parent/Teacher Conference Oct 11, 2019 Connie Green, Principal 8:00 a.m.-12noon  
PTA Meeting/2nd grade program Oct. 15, 2019 PTA  
Charleston Wrap PTA Fundraiser Oct. 15-Oct 29, 2019 PTA  
Fall Picture Day Oct. 17, 2019 Connie Green, Principal  
Red Ribbon Week Oct. 20-25, 2019 Jamie Kuhn, Counselor  
Father/Daughter Dance Nov. 2, 2019 PTA  
VIPs Reading Day Nov. 19, 2019 Kelly Chaney, Librarian  
Spirit Night Urban Air Nov. 19, 2019 PTA  
Texas Roadhouse Fundraiser Dec. 3, 2019 Connie Green, Principal  
Winter Party Dec. 20, 2019 Connie Green, Principal  
Pop Shoppe Fundraiser Jan. 10-28, 2020 PTA  
PTA Meeting Jan.,8 2020 Connie Green, Principal Schell Gower, PTA Pres.  
Tacos 4 Life Fundraiser Jan. 14, 2020 Connie Green  
Mother/Son Dance Feb. 8, 2020 PTA  
Valentine's Day Party Feb. 14, 2020 Connie Green, Principal  
PTA Meeting/ Music Performance Feb. 18, 2020 Schell Gower, PTA  
Parent/Teacher Conference Feb. 20, 2020 Connie Green, Principal 3:00 p.m.-6:00 p.m.  
Parent/Teacher Conference Feb. 21, 2020 Connie Green, Principal 8:00 a.m. – 12noon  
Book Fair Feb. 25- Mar. 2, 2020 Kelly Chaney, Librarian  
STEAM Night Feb. 27, 2020 Kelly Chaney, Librarian  
McDonald's Fundraiser Mar. 10, 2020 Connie Green, Principal  
PTA Meeting / Choir Performance April 9, 2020 PTA  
Sonic Fundraiser April 14, 2020 Connie Green, Principal  
Spring Talent Showcase April 24, 2020 Charis Murphy, Music Specialist PTA  
Dairy Queen Fundraiser May 12, 2020 Connie Green, Principal  
Field Day May 15, 2020 Coach Short, Field Day Committee  
Grade 5 Recognition Program May 19, 2020 Connie Green, Principal Grade 5 Specialists, PTA Jamie Kuhn,  
Counselor  
Additional dates may be added as needed.

Williams Magnet will provide information to our parents about volunteer opportunities. Volunteer training will be provided by Volunteers in Public Schools. Procedures and guidelines are available in the Parent Center at Williams Magnet. For more information, contact the VIPS office at 447-VIPS.

Volunteer information and training will be provided by the Little Rock School District personnel. Contact information is as follows:

Tammy Blaylock, tammy.blaylock@lrsd.org, Fair Park ECC-2nd Floor - 447-4455

Kaye Rainey, kaye.rainey@lrsd.org, IRC-Room 7 (Parent Center) – 447-3358

Designated Parent Facilitator will provide no fewer than two (2) hours of professional development to all certified staff to enhance the understanding of effective parental involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

Provide information to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by a trained volunteer, the use of and access to 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. For more information, contact Kaye Rainey at 447-3358.

As a component of the Williams Magnet School's Parent Involvement Plan, the school shall jointly develop with parents a teacher/parent/student compact that outlines how:

- Parents, teachers and students will share the responsibility for improving student achievement and the means by which the school and parents will build a partnership to help children achieve the state's high standards.
- The school will provide a high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet the state's academic achievement standards.
- Each parent will be responsible for supporting their children's learning; and participating, as appropriate, in decisions relating to the education of their children and positive extracurricular time.
- The compact will also address the importance of communication between teachers and parents on an on-going basis.
- Parent-teacher conference at the school, annually, during which the compact will be discussed as it relates to the individual child's achievement.
- Quarterly reports to parents on their children's progress will be provided.
- Opportunity for reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided.
- The compact will be signed by parents in October, 2018.

Williams Magnet will provide opportunities for parents to be involved in their child's education.

- Participating on the National Network of Partnership Schools (NNPS) committee which will provide input for the Parental Involvement Plan.
- The school will engage parents in decision making and will encourage their input through Parent Involvement Surveys; the results of the surveys will provide staff with useful information regarding future goals. The surveys will be completed by parents in October, 2019. Completed forms will be collected and will be reviewed by committee members in November, 2019. The committee members are as follows: Connie Green, Jamie Kuhn, Kim Hall, Brittney Mills, Benita Robinson, and Stephanie Wedell.
- Providing information of community resources such as parenting classes through the Centers for Youth and Families Parent Resource Center and University of Arkansas Cooperative Extension Agency. For more information, contact Jamie Kuhn at 447-7104.

Parents will be encouraged to support the Parent Teacher Association which will foster parental and community



involvement.

Williams Magnet will provide resources for parents by:

- Distributing informational packets online each year that include a copy of the school's Parental Involvement Plan, School Handbook, Policy Handbook, Bullying Policy/Discipline Plan, LRSD calendar, Williams Magnet calendar, parent surveys,
- Surveys for volunteer interests, club information, ways to communicate with individual teachers (notes, phone calls, e-mail, etc.), teacher/school expectations, PTA information, parent/teacher/student compact, suggestions of ways parents can become involved in their child's education, and parental involvement activities planned for the current school year. For more information contact Jamie Kuhn at 447-7104.
- Providing a parent center with parenting books, pamphlets, and other educational resources.
- Providing additional resources for parents such as informational handouts and flyers from various organizations, such as, Arkansas Children's Hospital and Centers for Youth and Families' Parent Resource Center. These resources are located in the entrance to Williams Magnet and are available for parents to take freely. Materials for checkout can be obtained from the parent involvement facilitator, Jamie Kuhn, and/or the curriculum specialist, Dr. Vivian Evans.
- To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other information materials regarding responsible parenting through the school library and give parents the opportunity to borrow the materials for review.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator; the facilitator for the 2019-20 school year is Jamie Kuhn, Counselor and Amanda Mamula, Art Teacher, 501-447-7104 and their email addresses are jamie.kuhn@lrzd.org and amanda.mamula@lrzd.org.
- Utilizing the services of the Little Rock School District's Parent Coordinator Kaye Rainey. Mrs. Rainey's office is located in the Instructional Resource Center at 3301 S. Pulaski in Little Rock. She can be contacted by dialing (501)447-3358 or by emailing her at kaye.rainey@lrzd.org.

The Title I meeting is scheduled for August 29, 2019. Williams Magnet will engage parents in the evaluation of the parental involvement efforts. An annual evaluation will be completed by teachers, parents and school staff. Information gained from the evaluation will be used to increase parental involvement; the assessment will also collect specific information on the (1) specific needs of parents; (2) materials needed for the Parent Center; (3) information regarding the engagement of parents in activities to support student academic growth.

Back to School Bash Title 1 meeting was hosted on August 29, 2019. There was a meeting going over the information for Title 1 Funds; parents were offered an opportunity to provide any input they had. Parents were also given a survey to list any suggestions they have to help increase student success through Title 1 Programs.

Williams Magnet will use the annual evaluation to select, plan, and implement our school wide improvement plan and parent and family engagement plan. Results will be used to plan the content of parental involvement activities throughout the year. The following leadership and parent committee members will use the results of the annual evaluation to plan activities: Connie Green, Jamie Kuhn, Amanda Mamula, Kim Hall, Brittney Mills, Stephanie Wedell, and Benita Robinson.

Williams Magnet will coordinate and integrate parental involvement strategies through the use of technology, as well as through a variety of school events such as Grandparents/Special Friends Day, School Night for Scouting, PTA Meetings, Open House, fundraisers, book fair, Winter/Valentine's parties, etc.

#### National Network of Partnership Schools

Williams Magnet 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, Williams participates on the LRSD NNPS West School Cluster Team.

For more information, contact your child's teacher. Contact information is as follows:

Kindergarten

Kate Moxley, 447-7110

\*Alexandria Wakelyn, 447-7128

Kristina Rutherford 447-7147

Benita Robinson 447-7141

First Grade

Brittney Mills, 447-7143

\*Teri Morton, 447-7145

Kelly Simon, 447-7138

Second Grade

Lindsey Evans, 447-7136

Becca Webb, 447-7112

\*Tuckkie Strode, 447-7137

Kimberly Hall, 447-7121

Third Grade

Haley Marshall, 447-7159

\*Sandra Lester, 447-7140

Stephanie Wedell, 447-7127

Fourth Grade

\*Emily Grace Fitz, 447-7115

Staci Hula, 447-7136

Susan Hoyt, 447-7125

Fifth Grade

Jennifer McManus, 447-7135

\*April Rike, 447-7146

Anna Mask, 447-7150

\*Grade Level Chair

Parents will be encouraged to support the Parent Teacher Association which will foster parental and community involvement. PTA dues: \$10 single

Williams Traditional Magnet School

2019-2020 PTA Officers& Board Members

Office Name Telephone

President Schell Gower 501-519-6570

VP-Membership/VIPs Chairman Rachel Ellis 501-952-5844

Fundraising 1 Mandy Bryant 870- 692-0019

Faculty Rep. Lindsey Evans 501-447-7136  
Secretary Wendy Sheridan 501-412-3360  
Newsletter Chairman Rachel McWhorter 501-912-6742  
Treasurer Natasha McElderry 501-563-5555  
Public Relations/Hospitality Chiquita Laster 501-952-7706  
Room Parent Chairman Rachel McWhorter 501-912-6742  
5th Grade Recognition Jennifer Morris 870-403-2716  
Box Tops/Labels April Rike 501-447-7146  
Assistant Box Tops/Labels Mandy Bryant 870-692-0019  
Bulletin Boards 1 Rachel McWhorter 501-912-6742  
Recruitment/Orientation 1 Schell Gower 501-519-6570  
Watch D.O.G.S. Rachel McWhorter 501-912-6742

#### WAYS FOR PARENTS TO BE INVOLVED

Some of the topics/titles available are as follows:

How to Help Your Child Study  
Increasing Your Child's Motivation to Learn Improving Your Child's Learning and Grades  
Improving Your Child's School Organization Skills  
Creating a Home Environment for Learning  
Your Child Plus Homework  
A Parenting Journey  
Welcome to Wellness  
Live in Loveland  
Find Your Way to Character Heights  
Parent Guide  
Managing Stress: Turning Challenges into Blessings 504 /Special Education information  
Testing data  
Effective Parent / Teacher Communication

#### LITTLE ROCK SCHOOL DISTRICT

#### WILLIAMS TRADITIONAL MAGNET SCHOOL

#### HOME/SCHOOL LEARNING COMPACT

School Name: WILLIAMS TRADITIONAL MAGNET SCHOOL

Student Name: Grade

#### PARENT/GUARDIAN AGREEMENT

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

1. Ensure that my child is on time each day and attends school regularly

2. Support the school discipline policy
3. Establish a time for homework and review it regularly
4. Provide a quiet well lighted place for study
5. Encourage my child's efforts and be available for questions
6. Stay aware of what my child is learning
7. Provide a library card for my child
8. 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:

1. Attend School regular;
2. Come to school each day with pens, pencil, paper, and other necessary tools for learning
3. Complete and return homework assignments
4. Observe regular study hours
5. Conform to rules of student conduct

Signature:

#### TEACHER AGREEMENT

1. It is important that student achieve. Therefore, I shall strive to do the following:
2. Provide appropriate and meaningful homework assignments for students
3. Provide necessary assistance to parents so that they can help assist with the assignments
4. Encourage students and parents by providing information about student progress;
5. Use special activities in the classroom to make learning enjoyable

Signature:

#### PRINCIPAL AGREEMENT

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

1. Provide an environment that allows for positive communication between the teachers, parents and student
2. Ensure teachers homework assignments that will reinforce classroom instruction regularly.
3. Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
4. Engage parents in parent-teacher conferences in which this compact will be discussed
5. Ensure that parents receive frequent reports on their child's progress
6. Ensure parental access to staff to support partnerships
7. Provides parents opportunities to volunteer and observe classroom activities

Signature:

1. To what extent do you think that children enjoy going to your child's school?

- Not at all
- A little bit
- Some
- Quite a bit
- A tremendous amount

2. How much does the school value diversity of children's backgrounds?

- Not at all
- A little bit
- Some
- Quite a bit
- A tremendous amount

3. Overall, how much respect do you think the children at your child's school have for the staff?

- Almost no respect
- A little bit of respect
- Some respect
- Quite a bit of respect
- A tremendous amount of respect

4. How motivating are the classroom lessons at your child's school?

- Not at all motivating
- Slightly motivating
- Somewhat motivating
- Quite motivating
- Extremely motivating

5. How well do administrators at your child's school create a school environment that helps children learn?

- Not well at all
- Mildly ell
- Fairly ell
- Quite ell
- Extremely ell

6. Overall, how much respect do you think the teachers at your child's school have for the children?

- Almost no respect
- A little bit of respect
- Some respect
- Quite a bit of respect
- A tremendous amount of respect

7. How fair or unfair is the school's system of evaluating children

- Very unfair
- Somewhat unfair
- Slightly unfair
- Neither fair nor unfair
- Slightly fair
- Somewhat fair
- Very fair

8. How often do you meet in person with teachers at your child's school?

- Almost never
- Once or twice per year
- Every few months
- Monthly
- Weekly or more

9. How involved have you been with a parent group(s) at your child's school?

- Not at all involved
- A little involved
- Somewhat involved
- Quite involved
- Extremely involved

10. In the past year, how often have you discussed your child's school with other parents from the school?

- Almost never
- Once or twice
- Every few months
- Monthly
- Weekly or more

11. In the past year, how often have you helped out at your child's school?

- Almost never
- Once or twice
- Every few months
- Monthly
- Weekly or more

12. How involved have you been in fundraising efforts at your child's school?

- Not at all involved
- A little involved

- o Somewhat involved
  - o Quite involved
  - o Extremely involved
13. In the past year, how often have you visited your child's school?
- o Almost never
  - o Once or twice
  - o Every few months
  - o Monthly
  - o Weekly or more

Williams Manget Phone List

- Principal Office Green, Connie 447-7102
- Secretray Office Acklin, Laura 447-7152
- Nurse Office Pique, Beth 447-7105
- Kindergarten 30 Moxley, Kate 447-7110
- Kindergarten 31 Robinson, Benita 447-7141
- Kindergarten 32 Rutherford, Kristina 447-7147
- Kindergarten 33 Wakelyn, Alex 447-7128
- Grade 1 3 Mills, Brittany 447-7143
- Grade 1 6 Morton, Teri 447-7145 C
- Grade 1 5 Simon, Kelly 447-7138
- Grade 2 7 Evans, Lindsey 447-7136
- Grade 2 10 Hall, Kimberly 447-7121
- Grade 2 9 Strobe, Tuckkie 447-7137
- Grade 2 8 Webb, Becca 447-7112
- Grade 3 13 Lester, Sandie 447-7140
- Grade 3 12 Marshall, Haley 447-7159
- Grade 3 11 Wedell, Stephanie 447-7127
- Grade 4 16 Ftiz, Emily Grace 447-7115
- Grade 4 19 Hoyt, Susan 447-7125
- Grade 4 21 Hula, Staci 447-7133
- Grade 5 22 Mask, Anna 447-7150
- Grade 5 25 McManus, Jennifer 447-7135
- Grade 5 23 Rike, April 447-7146
- Art Specialist 27 Mamula, Amanda 447-7129
- CARE Stage 447-7163
- Cafeteria 36 Finely, Eddie May 447-7107

Cafeteria 36 Tippett, Michelle 447-7107  
Cafeteria 36 Walker, Rhonda 447-7107  
Computer Lab 18 Taylor, Cindy 447-7155  
Counselor 29 Kuhn, Jamie 447-7104  
Curr. Specialist 34 Evans, Dr. Vivian 447-7144  
Custodial Staff Osler, Bennie 447-7108  
Custodial Staff Howard, Vince 447-7108  
Custodial Staff Lester, Oscar 447-7108  
G/T Specialist 24 Davis, Philip 447-7142  
G/T Specialist 20 Jackson, Susan 447-7124  
Media Specialist Library Chaney, Kelly 447-7106  
Media Clerk Library McIntosh, Sandra 447-7158  
Music Specialist 26 Murphy, Charis 447-7154  
P.E. 37 Short, John 447-7122  
ESP Henderson, Elmon 447-7161  
ESP 2 Kinnard, Nicole 447-7132  
ESP Miller, Andrea 447-7161  
ESP Smith, Sarah 447-7161  
ESP Guy, Kristopher 447-7161  
Psych Examiner Phillips, Terry 447-7166  
Res. Self- Cont. 2 Shields, Shelia 447-7132  
Read. Specialist Latch, Karen 447-7139  
Resource 28 Davis, Linda 447-7119  
Speech Franks, Dede 447-7126  
Fax 447-7101  
Courtesy Phone Office 447-7164

Six Types of Involvement:

Keys to Successful Partnerships

TYPE 1

Parenting

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

Williams Magnet will use the annual evaluation to select, plan, and implement our school wide improvement plan and parent and family engagement plan. Results will be used to plan the content of parental involvement activities throughout the year. The following leadership and parent committee members will use the results of the annual evaluation to plan activities: Connie Green, Jamie Kuhn, Amanda Mamula, Kim Hall, Brittney Mills, Stephanie Wedell, and Benita Robinson.

Williams Magnet 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, Williams participates on the LRSD NNPS West School Cluster Team.

TYPE 5

Decision Making

Include families as participants in school decisions, and develop parent leaders and representatives.

**2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The Title I meeting is scheduled for August 29, 2019. Williams Magnet will engage parents in the evaluation of the

parental involvement efforts. An annual evaluation will be completed by teachers, parents and school staff. Information gained from the evaluation will be used to increase parental involvement; the assessment will also collect specific information on the (1) specific needs of parents; (2) materials needed for the Parent Center; (3) information regarding the engagement of parents in activities to support student academic growth.

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Williams Magnet will communicate with parents in the following ways to increase parental involvement and to support classroom instruction:

Williams Magnet will distribute a monthly newsletter to parents which will include school news, calendar of school activities, helpful information from our school nurse and our Good Citizens of the Month. For more information, please contact Ms. Acklin at 447-7100.

Teachers will send home a folder containing student papers and work samples each week; folders will be sent home beginning August 20, 2019.

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Teachers will provide to parents information regarding their child's academic performance on HAC updating weekly.

Teachers and staff will communicate with parents through the Williams Magnet web page and the Williams PTA web page. Teachers will also provide a weekly/biweekly newsletter of upcoming classroom and school events.

The Blackboard/Parent Link system will be utilized to communicate with parents by distributing phone messages, emails, and text messages. For more information, contact Ms. Acklin at 447-7100.

Williams Magnet will plan meetings to increase parent involvement and build staff and parent community.

Williams Magnet will post in our November Newsletter that the Parent Information Packet has been posted online. A copy of the Newsletter is printed and sent home in student's red folders. A copy will also be posted online to our Parent Page. We will also send home this information to any parent that does not speak English as a primary language.

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TYPE 2

Communicating

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

TYPE 4

Learning at Home

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

**4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

As a component of the Williams Magnet School's Parent Involvement Plan, the school shall jointly develop with parents a teacher/parent/student compact that mirrors the district compact outlining how:

- Parents, teachers and students will share the responsibility for improving student achievement and the means by which the school and parents will build a partnership to help children achieve the state's high standards.
- The school will provide a high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served to meet the state's academic achievement standards.
- Each parent will be responsible for supporting their children's learning; and participating, as appropriate, in decisions relating to the education of their children and positive extracurricular time.
- The compact will also address the importance of communication between teachers and parents on an on-going basis.
- Parent-teacher conference at the school, annually, during which the compact will be discussed as it relates to the individual child's achievement.
- Quarterly reports to parents on their children's progress will be provided.
- Opportunity for reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided.
- The compact will be signed by parents in October, 2019.

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LITTLE ROCK SCHOOL DISTRICT WILLIAMS TRADITIONAL MAGNET SCHOOL HOME/SCHOOL LEARNING COMPACT  
School Name: WILLIAMS TRADITIONAL MAGNET SCHOOL

Student Name:

Grade

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

1. Ensure that my child is on time each day and attends school regularly
2. Support the school discipline policy
3. Establish a time for homework and review it regularly
4. Provide a quiet well lighted place for study
5. Encourage my child's efforts and be available for questions
6. Stay aware of what my child is learning
7. Provide a library card for my child
8. 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:

1. Attend School regular;
2. Come to school each day with pens, pencil, paper, and other necessary tools for learning
3. Complete and return homework assignments
4. Observe regular study hours
5. Conform to rules of student conduct

Signature:

TEACHER AGREEMENT

1. It is important that student achieve. Therefore, I shall strive to do the following:
2. Provide appropriate and meaningful homework assignments for students
3. Provide necessary assistance to parents so that they can help assist with the assignments
4. Encourage students and parents by providing information about student progress;
5. Use special activities in the classroom to make learning enjoyable

Signature:

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

1. Provide an environment that allows for positive communication between the teachers, parents and student
2. Ensure teachers homework assignments that will reinforce classroom instruction regularly.
3. Ensure high-quality curriculum and instruction that meets the State's student academic achievement standards
4. Engage parents in parent-teacher conferences in which this compact will be discussed
5. Ensure that parents receive frequent reports on their child's progress
6. Ensure parental access to staff to support partnerships
7. Provides parents opportunities to volunteer and observe classroom activities

Signature:

## **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Back to School Bash Title 1 meeting was hosted on August 29, 2019. There was a meeting going over the information for Title 1 Funds; parents were offered an opportunity to provide any input they had. Parents were also given a survey to list any suggestions they have to help increase student success through Title 1 Programs.

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## **6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Williams Magnet will provide information to our parents about volunteer opportunities. Volunteer training will be provided by Volunteers in Public Schools. Procedures and guidelines are available in the Parent Center at Williams Magnet. For more information, contact the VIPS office at 447-VIPS.

Parents will be encouraged to support the Parent Teacher Association which will foster parental and community involvement.

Williams Magnet will provide resources for parents by:

- Distributing informational packets online each year that include a copy of the school's Parental Involvement Plan, School Handbook, Policy Handbook, Bullying Policy/Discipline Plan, LRSD calendar, Williams Magnet calendar, parent surveys,
- Surveys for volunteer interests, club information, ways to communicate with individual teachers (notes, phone calls, e-mail, etc.), teacher/school expectations, PTA information, parent/teacher/student compact, suggestions of ways parents can become involved in their child's education, and parental involvement activities planned for the current school year. For more information contact Jamie Kuhn at 447-7104.
- Providing a parent center with parenting books, pamphlets, and other educational resources.
- Providing additional resources for parents such as informational handouts and flyers from various organizations, such as, Arkansas Children's Hospital and Centers for Youth and Families' Parent Resource Center. These resources are located in the entrance to Williams Magnet and are available for parents to take freely. Materials for checkout can be obtained from the parent involvement facilitator, Jamie Kuhn, and/or the curriculum specialist, Dr. Vivian Evans.
- To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other information materials regarding responsible parenting through the school library and give parents the opportunity to borrow the materials for review.

- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator; the facilitator for the 2019-20 school year is Jamie Kuhn, Counselor and Amanda Mamula, Art Teacher, 501-447-7104 and their email addresses are jamie.kuhn@lrsd.org and amanda.mamula@lrsd.org.
- Utilizing the services of the Little Rock School District's Parent Coordinator Kaye Rainey. Mrs. Rainey's office is located in the Instructional Resource Center at 3301 S. Pulaski in Little Rock. She can be contacted by dialing (501)447-3358 or by emailing her at kaye.rainey@lrsd.org.

Parents will be encouraged to support the Parent Teacher Association which will foster parental and community involvement. PTA dues: \$10 single

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### TYPE 3

#### Volunteering

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

## **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Teachers will hold a minimum of two (2) parent/teacher conferences during the school year to discuss academic achievement and the roles of the teacher, parent, and student. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the student in reaching their academic goals. Parents will be asked to engage in a discussion of how they can support these efforts. Teachers will also explain their grading procedures. Parent/Teacher conferences will be held October 10/11, 2019 and February 20/21, 2020.

- Information was sent home to all parents regarding HAC and Accelerated Reader. Parents have been given instructions and passwords on how they can use technology to monitor their child's progress and help their child succeed academically.
- Parent training sessions will be held to help parents understand how to enhance their child's education. These sessions will cover organizational skills, study skills, homework tips, time management, and test-taking strategies. For more information, contact Jamie Kuhn (Parent Facilitator) at 447-7104.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning.

#### Calendar of Events/Activities

Activity Date / Time Person/Group Responsible

Check In Days Aug 3-5, 2019 Laura Acklin, Secretary

PTA Membership Drive Aug. 1- October 2, 2019 PTA  
Parent/ Student/Teacher Aug. 9, 2019 Connie Green, Principal  
Meet & Greet  
McDonalds Spirit Night Aug. 20, 2019 Connie Green, Principal  
Title 1 Annual Meeting Aug. 28, 2018 Connie Green, Principal  
Back to School Rally Aug. 29, 2018 Connie Green, Principal  
Open House Sept. 5, 2018 Connie Green, Principal  
Book Fair Sept. 4-10, 2019 Kelly Chaney, Librarian  
Grandparents Day Luncheon Sept. 5 & 6, 2019 Connie Green, Principal  
Pizza Fundraiser Sept. 13-27, 2019 PTA  
Sonic Night Fundraiser Sept. 17, 2019 Connie Green, Principal  
Peace Day Celebrations Sept. 20, 2019 Amanda Mamula, Art Specialist  
PTA Meeting Oct. 1, 2019 PTA  
Dairy Queen Fundraiser Oct. 8, 2019 Connie Green, Principal  
Parent, Family, & Community Oct. 3, 2019 West Cluster  
Engagement Event (Fulbright)  
Parent/Teacher Conference Oct. 10, 2019 Connie Green, Principal  
3:00 p.m. – 6:00 p.m.  
Parent/Teacher Conference Oct 11, 2019 Connie Green, Principal  
8:00 a.m.-12noon  
PTA Meeting/2nd grade program Oct. 15, 2019 PTA  
Charleston Wrap PTA Fundraiser Oct. 15-Oct 29, 2019 PTA  
Fall Picture Day Oct. 17, 2019 Connie Green, Principal  
Red Ribbon Week Oct. 20-25, 2019 Jamie Kuhn, Counselor  
Father/Daughter Dance Nov. 2, 2019 PTA  
VIPS Reading Day Nov. 19, 2019 Kelly Chaney, Librarian  
Spirit Night Urban Air Nov. 19, 2019 PTA  
Texas Roadhouse Fundraiser Dec. 3, 2019 Connie Green, Principal  
Winter Party Dec. 20, 2019 Connie Green, Principal  
Pop Shoppe Fundraiser Jan. 10-28, 2020 PTA  
PTA Meeting Jan.,8 2020 Connie Green, Principal Schell Gower, PTA Pres.  
Tacos 4 Life Fundraiser Jan. 14, 2020 Connie Green  
Mother/Son Dance Feb. 8, 2020 PTA  
Valentine's Day Party Feb. 14, 2020 Connie Green, Principal  
PTA Meeting/ Music Performance Feb. 18, 2020 Schell Gower, PTA  
Parent/Teacher Conference Feb. 20, 2020 Connie Green, Principal

3:00 p.m.-6:00 p.m.

Parent/Teacher Conference Feb. 21, 2020 Connie Green, Principal

8:00 a.m. – 12noon

Book Fair Feb. 25- Mar. 2, 2020 Kelly Chaney, Librarian

STEAM Night Feb. 27, 2020 Kelly Chaney, Librarian

McDonald's Fundraiser Mar. 10, 2020 Connie Green, Principal

PTA Meeting / Choir Performance April 9, 2020 PTA

Sonic Fundraiser April 14, 2020 Connie Green, Principal

Spring Talent Showcase April 24, 2020 Charis Murphy, Music Specialist

PTA

Dairy Queen Fundraiser May 12, 2020 Connie Green, Principal

Field Day May 15, 2020 Coach Short, Field Day Committee

Grade 5 Recognition Program May 19, 2020 Connie Green, Principal

Grade 5 Specialists, PTA

Jamie Kuhn, Counselor

Additional dates may be added as needed.

Provide information to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by a trained volunteer, the use of and access to 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. For more information, contact Kaye Rainey at 447-3358.

Williams Magnet will provide opportunities for parents to be involved in their child's education.

- Participating on the National Network of Partnership Schools (NNPS) committee which will provide input for the Parental Involvement Plan.
- The school will engage parents in decision making and will encourage their input through Parent Involvement Surveys; the results of the surveys will provide staff with useful information regarding future goals. The surveys will be completed by parents in October, 2019. Completed forms will be collected and will be reviewed by committee members in November, 2019. The committee members are as follows: Connie Green, Jamie Kuhn, Kim Hall, Brittney Mills, Benita Robinson, and Stephanie Wedell.
- Providing information of community resources such as parenting classes through the Centers for Youth and Families Parent Resource Center and University of Arkansas Cooperative Extension Agency. For more information, contact Jamie Kuhn at 447-7104.

Williams Magnet will provide resources for parents by:

- Distributing informational packets online each year that include a copy of the school's Parental Involvement Plan, School Handbook, Policy Handbook, Bullying Policy/Discipline Plan, LRSD calendar, Williams Magnet calendar, parent surveys,
- Surveys for volunteer interests, club information, ways to communicate with individual teachers (notes, phone calls, e-mail, etc.), teacher/school expectations, PTA information, parent/teacher/student compact, suggestions of ways parents can become involved in their child's education, and parental involvement activities planned for the current school year. For more information contact Jamie Kuhn at 447-7104.



- Providing a parent center with parenting books, pamphlets, and other educational resources.
- Providing additional resources for parents such as informational handouts and flyers from various organizations, such as, Arkansas Children's Hospital and Centers for Youth and Families' Parent Resource Center. These resources are located in the entrance to Williams Magnet and are available for parents to take freely. Materials for checkout can be obtained from the parent involvement facilitator, Jamie Kuhn, and/or the curriculum specialist, Dr. Vivian Evans.
- To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other information materials regarding responsible parenting through the school library and give parents the opportunity to borrow the materials for review.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator; the facilitator for the 2019-20 school year is Jamie Kuhn, Counselor and Amanda Mamula, Art Teacher, 501-447-7104 and their email addresses are jamie.kuhn@lrsd.org and amanda.mamula@lrsd.org.
- Utilizing the services of the Little Rock School District's Parent Coordinator Kaye Rainey. Mrs. Rainey's office is located in the Instructional Resource Center at 3301 S. Pulaski in Little Rock. She can be contacted by dialing (501)447-3358 or by emailing her at kaye.rainey@lrsd.org.

Williams Magnet will coordinate and integrate parental involvement strategies through the use of technology, as well as through a variety of school events such as Grandparents/Special Friends Day, School Night for Scouting, PTA Meetings, Open House, fundraisers, book fair, Winter/Valentine's parties, etc.

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#### TYPE 1

##### Parenting

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

#### 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 as participants 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.

### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic*

*Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Teachers will hold a minimum of two (2) parent/teacher conferences during the school year to discuss academic achievement and the roles of the teacher, parent, and student. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the student in reaching their academic goals. Parents will be asked to engage in a discussion of how they can support these efforts. Teachers will also explain their grading procedures. Parent/Teacher conferences will be held October 10/11, 2019 and February 20/21, 2020.

- Information was sent home to all parents regarding HAC and Accelerated Reader. Parents have been given instructions and passwords on how they can use technology to monitor their child's progress and help their child succeed academically.
- Parent training sessions will be held to help parents understand how to enhance their child's education. These sessions will cover organizational skills, study skills, homework tips, time management, and test-taking strategies. For more information, contact Jamie Kuhn (Parent Facilitator) at 447-7104.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning.

Designated Parent Facilitator will provide no fewer than two (2) hours of professional development to all certified staff to enhance the understanding of effective parental involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

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**9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

Williams Magnet 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, Williams participates on the LRSD NNPS West School Cluster Team.

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.

**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>
<b>1: Jointly Developed:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>2: Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>3: Communications:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>4: School-Parent Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A sample of your school's compact would be a great addition to your response.	10/2/2019
<b>5: Reservation of Funds:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parents might benefit by knowing that the Little Rock School District's 2019-2020 preliminary Title I, Part A allocation was greater than \$500,000.00. Your school's share of the required 1% reservation was \$1,326.00. Your school's parents should have a voice regarding the use of these funds.	10/2/2019
<b>6: Coordination of Services:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>7: Building Capacity of Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>8: Building Capacity of School Staff:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019
<b>9: Building Capacity - Discretionary:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/2/2019