

AR  
 Bale Elementary School (Little Rock School District)  
 6501 West 32 Street  
 Little Rock AR 72204  
 501-447-3600

### School Parent and Family Engagement Plan

<b>School Name:</b>	Bale Elementary
<b>Facilitator Name:</b>	Julia Cartwright
<b>Plan Review/Revision Date:</b>	7/31/2020
<b>District Level Reviewer, Title:</b>	Dr. Sheketa McKisick, Coordinator, Title I
<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
Dr. Roxie	Browning	Principal
Julia	Cartwright	Counselor/Parent Facilitator
Pamela	Tims	Instructional Technology Specialist
Lori	Noel-Green	Media Specialist
Trinia	Pouncy	Behavior Interventionists
Clara	Brown	Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Kimberly	Jones	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?**

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 staff will work with parents to ensure they are involved in the development of the school and family engagement plan. Upon request and to the extent practicable, Bale Elementary will provide communication in the language that parents can understand. During parent teacher conferences, parents may have the opportunity to review and sign off on the District's Parent & Family Engagement Plan. Before this occurs parents will be invited to meet with the PFE members and review the existing plan. The purpose of the meeting will be to update the plan to meet the changing needs of families and the school, get insight on how parents think the best way to distribute will be and make the plan available to the local community. The review process will take place during a scheduled PTA meeting. Advance notice will be given so all interested parents will have advance notice of the meeting. This will be done in accordance with Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1112, Local Educational Agency Plans; Section 1114, Schoolwide Programs; and Section 1116, Parent and Family Engagement from ADE-DESE.

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@lrdsd.org telephone at 501-447-3600.

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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 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. During the meeting parents are given information regarding attendance, tardies, class and homework policies, discipline and general expectations needed for their child to have a productive school year. Information regarding how and when to contact their child's teacher is also shared. Bale shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office during the first semester. This will be done in accordance with Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1112, Local Educational Agency Plans; Section 1114, Schoolwide Programs; and Section 1116, Parent and Family Engagement from ADE-DESE

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). The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office (November 2020). (Dr. Roxie Browning-447-3600).

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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?**

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

- Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.
- 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, the newsletter will contain the school's website address with directions on how parents can access the Parent Engagement Plan.
- Parents will also be give the directions on finding the Plan on Bale's social media sites; Facebook, Twitter and Instagram. Whenever practicable, written translations of printed information will be provided to parents with limited English proficiency in a language they understand. However, if written translations are not practicable, it is practicable to provide information to limited English proficient parents orally in a language that they understand.
- 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. Parents will also have the opportunity to review and ask questions about the District parent and Family Engagement Plan during parent teacher conferences.
- Provide information packets, homework tips, volunteer opportunities, Bale's Parental and Family Involvement Plan, and the school/district handbook. Parents may receive these items by paper or through online medias.
- 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.

This will be done in accordance with Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1112, Local Educational Agency Plans; Section 1114, Schoolwide Programs; and Section 1116, Parent and Family Engagement from ADE-DESE.

- Julia Cartwright, our parent facilitator, is available on campus daily. She may be contacted via email at [Julia.cartwright@lrzd.org](mailto:Julia.cartwright@lrzd.org) telephone at 501-447-3600.

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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?**

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.

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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?**

LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I reservation/set-aside. As soon as Bale receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement. Parents and family members of children receiving services under this part shall be involved in the decisions regarding how funds reserved under subparagraph (A) are allotted for parental involvement activities. Parents will be given opportunities through PTA and other meetings to voice their opinions, concerns and ideas regarding how Title 1 funds are spent. There will be general information shared with parents regarding the regulations of how the funds are distributed and what they can and cannot be used for during the school year. Based on the list parents will be asked for their input to help decide which program, activities, resources and materials would best benefit the students at Bale. This will be done in accordance with Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1112, Local Educational Agency Plans; Section 1114, Schoolwide Programs; and Section 1116, Parent and Family Engagement from ADE-DESE. As soon as Romine receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement. (Dr. Roxie Browning-447-3600).

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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?**

Bale 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 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).

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. Contact Person: Julia Cartwright (501) 447-3600.

## **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?**

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
- Spelling Bee (Fall/Spring) Krystin Richard 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 6th 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 and training 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 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 447-3600

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 telephone at 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. Contact Person: Julia Cartwright (501) 447-3600

#### TYPE 4 - Learning at Home

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

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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?**

In our continuous effort to improve the relationship and involvement of our parents, teachers, administrators and school staff will receive ongoing professional development to receive strategies to enhance parent engagement in accordance with Every Student Succeeds Act (ESSA) Public Law 114-95 Section 1112, Local Educational Agency Plans; Section 1114, Schoolwide Programs; and Section 1116, Parent and Family Engagement from ADE-DESE. Bale will plan various meetings to increase parent and family engagement and to build staff and parent capacity. The school's principal has identified school parent facilitators for the purpose of communicating regularly with parents regarding school program activities for home-school connection. Staff and parent training may be presented through virtual and online platforms. Due to increased social media access, our school website, Twitter, and Facebook pages will be updated regularly.

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. Contact Person: Julia Cartwright (501) 447-360

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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?**

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. Contact Person: Julia Cartwright (501) 447-3600

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
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**Comments:**

Please review highlighted areas and provide the revisions or feedback. (Kaye Rainey)



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

### School Parent and Family Engagement Plan

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<b>School Name:</b>	Baseline Academy
<b>Facilitator Name:</b>	Jeri Paula Ramsey
<b>Plan Review/Revision Date:</b>	7/24/2020
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

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#### Committee Members, Role:

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

First Name	Last Name	Position
Pamela	Freeman	Principal
Jeri Paula	Ramsey	Counselor
Amber	Piggee	Home School Adviser
Latrice	Robinson	Parent
Marta	De La Cruz	Parent
Sarah	Helm	Media Specialist

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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?**

**Title 1 PARENT AND FAMILY ENGAGEMENT –TYPE 1 Parenting:** Baseline Academy will be governed by the following statutory definition of parent and family engagement and will carry out programs, activities and procedures in accordance with this definition: Parent and family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities. Baseline Academy will provide opportunities for parents to be engaged in the development, implementation, and evaluation of the school wide school improvement plan, the parent and family engagement plan, and the Annual Title 1 meeting, to collaborate in the decision-making processes regarding the school's Title 1, Part A program.

#### **ANNUAL EVALUATION OF PARENT AND FAMILY ENGAGEMENT PLAN-TYPE 5 Decision Making:**

Baseline Academy will engage parents in the evaluation of its parent and family engagement efforts. 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. Upon request and to the extent possible, Baseline Academy will provide communication in the language that parents can understand.

During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

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. There will also be quarterly parent evaluations to assess the technological, academic and social support of all Baseline families. Contact: Paula Ramsey 447- 3718, or Amber Piggee at 447-3735, or Pamela Freeman, Principal 447-3700.

Baseline Academy promotes parent and family engagement throughout the school year as follows.

#### **August 2020**

##### **Back to School Meet and Greet**

Pamela Freeman, Principal

##### **Open House**

Pamela Freeman, Principal

#### **September 2020**

##### **Grandparents Day**

Paula Ramsey, Amber Piggee

##### **PTA/Title 1 Meeting**

Pamela Freeman, Principal, Amber Piggee, Paula Ramsey

#### **October 2020**

##### **Parent Conferences**

Classroom Teacher

##### **Parent Conferences**

Classroom Teacher

##### **Fall Fest**

Amber Piggee, Home School Advisor

#### **November 2020**

##### **Hispanic Heritage Celebration**

Paula Ramsey, Parent Facilitator

#### **December 2021**

##### **Winter Concert**

Music Teacher

#### **February 2021**

##### **Black History**

Music Teacher

##### **Parent Conferences**

Classroom Teachers

#### **April 2021**

##### **Testing Extravaganza**

Xee Yang, Instructional Facilitator

#### **May 2021**

##### **Field Day**

PE Teacher

##### **Kindergarten Graduation**

Principal Freeman& Kindergarten Teachers

##### **Fifth Grade Graduation**

Principal Freeman & Fifth Grade Teachers

## **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?**

**TYPE 6 Collaborating with the Community:** Baseline Academy conducts an annual meeting to inform and explain to parents their 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 through standardized assessments. Baseline's Annual Title 1 meeting will be held September 2020. 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. Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office (November 2020).

**PARENT INTEREST SURVEYS:** Baseline will use 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 such as Coffee with the Principal and Parent Advisory committee relating to the six keys of successful parent engagement for the year. This year we will include virtual zoom meetings for Its Learning monthly training for parents and a Technology 101 onsite monthly session to support parents on navigating all things technology. Parent surveys will be distributed during our PTA/ Hispanic Heritage celebration. Contact: Paula Ramsey 447- 3718, or Amber Piggee at 447-3735, or Pamela Freeman, Principal 447-3700.

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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?**

**TYPE 2 Communication:** Baseline families will have the option of receiving or reading the information packets on campus at Parent Teacher Conferences or reading the online document at their leisure. Also the packets reminders could be included in our school newsletter and family links parents will also be utilized to share this information. The informational packets will be translated in Spanish for our Hispanic parents which is our largest minority population on campus as needed. On LRSD parent conferences, October 2020, parents will be able to receive and sign off on the informational packets with students teachers. 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. Parent links, school Facebook announcements and flyers to communicate to families. 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 Fall 2020. 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. Upon request and to the extent possible, Baseline Academy will provide communication in the language that parents can understand. During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan. Contact: Paula Ramsey 447- 3718, or Amber Piggee at 447-3735, or Pamela Freeman, Principal 447-3700.

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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)

**School-Parent Compact: TYPE 5 Decision Making:** Baseline Academy will use feedback 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 the student education. For example, Coffee with the Principal, every last Friday of each month and Parent Leadership Meeting, once a month as well as Zoom training for Its Learning and a Technology 101 training for all things technology with the support of Baseline Academy's Library Media Specialist, Sarah Helm. 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.

This compact is a commitment among 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. 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). They all 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 academic growth on the Arkansas state's high standards assessments

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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?**

**TYPE 2 Communicating:** The school engages parents in decision making regarding the allocation of its Title 1, Part A funds for parent and family engagement. LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I reservation/set-aside. As soon as Baseline Academy receives our annual parent and family engagement allocation, we will provide an update

to the parents and begin using these funds to support parent & family engagement. Contact: Paula Ramsey 447-3718, or Amber Piggee at 447-3735, or Pamela Freeman, Principal 447-3700.

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.

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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?**

**TYPE 6 Collaborating with the Community:** Baseline Academy has a full-time Home/ School Advisor, a full-time translator, and a certified Counselor 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 3:30 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 and is equipped with two computers and access to parenting materials. Parents are encouraged to use this center. The Library Media Assistant will gladly help them with the materials and computer. The Home/School Advisor or Counselor are available to assist parents if they are in need of: Social Services, Educational Support Community Resources Communication between home and school, and Encourage parent engagement.

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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:**

**TYPE 6 Collaborating with the Community:** Baseline Academy will plan the following meetings to increase parent and family engagement and build staff and parent capacity: 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 2020-2021 Parent/Teacher Conferences in the Fall (dates to be announced). Will have monthly meetings-Coffee with the Principal, Monthly meeting for Parent Leadership discussing the 6 Key to Successful Partnership with key presenters from our campus and other presenters from the district and community addressing the 6 keys. Technology 101 onsite training for parents to gain knowledge about virtual platforms to assist their students will be added for monthly parental support. Contact: Your child's teacher or call the school secretary, Ms. Smith at 447-3700 for additional information.

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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?**

**TYPE 6 Collaborating with the Community:** Baseline Academy offers a uniquely focused literacy and language program for current and future students. Students will be immersed in multiple modalities of language and literacy-rich learning. Programs will support all students in developing a strong base of foundational literacy and reading skills. Effective instructional strategies for English Language Learners (ELL) and all students will be utilized school-wide. The curricular design provides: 1) opportunities for students to learn skills in meaningful ways using research-based instructional models; 2) intensive intervention to struggling students; and 3) a rigorous instructional program which engages students in a relevant and responsive curriculum that affords them opportunities to become critical thinkers using the knowledge and skills they have been taught. The instructional design will be characterized by rigorous ELL programs; Sheltered Instructional Observational Protocol (SIOP) teaching methods; Literacy across the Curriculum; Comprehensive Response-to-Intervention (RTI); and Integrated Differentiation. The goals of Baseline Academy's language and comprehensive literacy approach are to: 1) develop and strengthen student competencies in English Language Arts for all students, with emphasis placed on effective instruction for English Language Learners; 2) develop a school culture focused on effective instruction and academic success; and 3) ensure that all students and the Targeted will continue from previous year at the start of the academic year. Achievement Gap groups will meet ESEA Annual Measurable Objectives in literacy and math. Social Emotional Learning teacher training and Kickboard /PBIS training to support student positive behavior program. Baseline also has a Parent Center located in the Library Media Center that is available to all parents during the day and afterschool with updated resources, articles, pamphlets and access to technology to support them in English and Spanish. The teachers, administrators, and school staff receiving ongoing professional development to receive strategies to enhance parent engagement. Contact: Secretary, Ms. Smith at 447-3700 for additional information.

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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?**

**TYPE 2 Communicating :** 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 Implement Coffee with the Principal and Parent Leadership Meeting relating to the six keys of successful parent engagement for the year. Contact: Paula Ramsey 447- 3718, or Amber Piggee at 447-3735, or Pamela Freeman, Principal 447-3700. The school evaluates the success of the activities suggested by parents as part of the annual parent and family engagement plan evaluation.

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. (jeri.ramsey@lrdsd.org)

**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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
- 

**Comments:**

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>	7/27/2020
<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>	

#### 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
April	Manning	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
Tyeisha	Dupree	Teacher/Parent
Sherry	Durham	Teacher/Parent
Ceola	Dockery	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 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 September 2020 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.

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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 will take place September 2020. Items discussed will include access to Arkansas' Accountability Plan (ESSA), a description of our school-wide Title I Program, the Title I budget allocation and utilization, an overview of the Core Curriculum, parent involvement opportunities, and an overview of our community partnerships. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting it to the Title I Office by November 2020. During the Annual Title I Meeting, parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

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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 have the opportunity to review and sign off on in English and/or Spanish the District Parent and Family Engagement Plan at Parent Conferences (October 2020). Contact: Emily Hester #447-3806
- Signatures will be obtained at Parent Conferences acknowledging receipt of the District and School Parent and Family Engagement Plans (October 2020). Contact: Emily Hester #447-3806
- Booker Arts Magnet Website/District Website – [www.lrsd.org/booker](http://www.lrsd.org/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. In order to reduce the impact of COVID-19 on the learning environment, parents must schedule an appointment to enter the building by calling the office. Please contact Mrs. Judy Murray at 447-3803 for appointments.
- The school will encourage parents in the following types of roles and activities to increase their engagement and support for student learning. Due to the restrictions related to COVID-19, the Booker Arts Magnet staff is working diligently to move in-person events to virtual experiences. Information about accessing virtual events will be distributed to parents as it is developed:
  - ☐ "Paws-i-tive" Growth Awards Assemblies – TBA Contact: Dr. Cheryl Carson #447-3802
  - ☐ Open House – September 2020 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
  - ☐ Title I Meeting – September 2020 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - ☐ Grandparent's Day – TBA Contact: Tywana Lambert #952-8299
  - ☐ Magnet Fair – TBA Contact: Dr. Cheryl Carson #447-3802
  - ☐ Academic Awards Assemblies – TBA Contact: Tammy Ringler #447-3855
  - ☐ Family Game Night – TBA Contact: Emily Hester #447-3806
  - ☐ Annual Flu Clinic Kickoff – TBA Contact: Nurse #447-3805
  - ☐ Red Ribbon Week – October 2020 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 2020 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806
- Training of the VIPS Volunteers – TBA Contact: Tammy Blaylock, Director #447-4455
- Fall Scholastic Book Fair – TBA Contact: Emily Hester #447-3806
- Pastries for Parents – TBA 7:00 a.m. – 7:45 a.m. Contact: Emily Hester #447-3806
- Thanksgiving at Booker – TBA Contact: Tywana Lambert #952-8299
- Winterfest– TBA Contact: DJ Ramsey/Mariah Reescano #447-3860
- Kindergarten Polar Express Event – December TBA Contact: Emily Hester #447-3806
- Magical Moments with Moms – February TBA Contact: Tywana Lambert #952-8299
- Springfest – TBA Contact: DJ Ramsey/Mariah Reescano #447-3860
- 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 – TBA 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 – TBA Contact: Chris Henry #447-3815
- 5th Grade Recognition Ceremony – May 2021 Contact: Kristy Mosby #447-3814

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 September 2020 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 2020. Contact: Emily Hester #447-3806

Booker Arts Magnet Home/School Learning Compact 2020-2021

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\_\_\_\_\_

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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 receives over \$500,000 in Title I Part A allocation; therefore, each Title I school receives an allocation for parents from the district's Title I reservation. As soon as Booker Arts Magnet receives our

annual Parent and Family Engagement allocation, parents will be notified of the allotted amount and will have the opportunity to voice how they would like the funds used by completing a parent survey. 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.

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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?**

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 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 2020-2021 Parent/Teacher Conferences: 10/8/2020 and 10/9/2020; 2/11/2021 and 2/12/2021
- 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. Due to the restrictions related to COVID-19, the Booker Arts Magnet staff is working diligently to move in-person events to virtual experiences. Information about accessing virtual events will be distributed to parents as it is developed:

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- 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.

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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.)*

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- 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. Due to the restrictions related to COVID-19, the Booker Arts Magnet staff is working diligently to move in-person events to virtual experiences. Information about accessing virtual events will be distributed to parents as it is developed:
  - ☐ "Paws-i-tive" Growth Awards Assemblies – TBA Contact: Dr. Cheryl Carson #447-3802
  - ☐ Open House – September 2020 from 6:00-7:00 p.m. Contact: Emily Hester #447-3806
  - ☐ Title I Meeting – September 2020 from 5:30-6:00 p.m. Contact: Dr. Cheryl Carson #447-3802
  - ☐ Grandparent's Day – TBA Contact: Tywana Lambert #952-8299
  - ☐ Magnet Fair – TBA Contact: Dr. Cheryl Carson #447-3802
  - ☐ Academic Awards Assemblies – TBA Contact: Tammy Ringler #447-3855
  - ☐ Family Game Night – TBA Contact: Emily Hester #447-3806
  - ☐ Annual Flu Clinic Kickoff – TBA Contact: Nurse #447-3805
  - ☐ Red Ribbon Week – October 2020 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 2020 from 8:00-1:30 p.m. Contact: Emily Hester #447-3806
  - ☐ Training of the VIPS Volunteers – TBA Contact: Tammy Blaylock, Director #447-4455
  - ☐ Fall Scholastic Book Fair – TBA Contact: Emily Hester #447-3806
  - ☐ Pastries for Parents – TBA 7:00 a.m. – 7:45 a.m. Contact: Emily Hester #447-3806
  - ☐ Thanksgiving at Booker – TBA Contact: Tywana Lambert #952-8299
  - ☐ Winterfest– TBA Contact: DJ Ramsey/Mariah Reescano #447-3860
  - ☐ Kindergarten Polar Express Event – December TBA Contact: Emily Hester #447-3806
  - ☐ Magical Moments with Moms – February TBA Contact: Tywana Lambert #952-8299
  - ☐ Springfest – TBA Contact: DJ Ramsey/Mariah Reescano #447-3860
  - ☐ 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 – TBA 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 – TBA Contact: Chris Henry #447-3815
  - ☐ 5th Grade Recognition Ceremony – May 2021 Contact: Kristy Mosby #447-3814
- 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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

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>	7/31/2020
<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
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 will provide opportunities for parents to be involved in the development, implementation and evaluation of the school Parent Engagement Plan.

- Parent and Family Engagement Committee-First Monday of each month-Justin Harris 447-3915
- Parent Teacher Association (PTA)-First Monday of each month-Ebony Smith 447-6900
- PBIS Committee (Kasi Davis 447-6900)
- PTA General Meetings three times a year (September, December and April).
- Parents will be provided with opportunities to submit feedback regarding the strengths and weakness of the school-wide plan during Parent/Teacher conferences in October.
- Parents will also be available to attend Action Team meeting to give their feedback.

- Staff, parents, and partners in education will look at the school data as they make decisions about the next school year.
- Upon request and to the extent possible, Brady Elementary School will provide communication in the language that parents can understand.
- During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.
- Due to the COVID-19 pandemic many of our meetings will be virtual. Links will be posted on Classdojo and Schoology.
- NNPS-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?**

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 virtually on September 2020. 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 on Schoology.

1. Weekly newsletters
2. ClassDojo
3. Schoology

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. PTA (Parent Teacher Association) meetings (Ebony Smith- President)
10. School-based/District Parent Institutes (Parent and family education- various topics)
11. Parent and family Conferences (phone, face to face, email, and letter)
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)
18. Book fairs
19. Various volunteer opportunities (Reading Buddies, mentors, tutors)
20. Parent and Family Co-adjutants (Grade level parent assistants)
21. Parent Link

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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?**

LITTLE ROCK SCHOOL DISTRICT

BRADY ELEMENTARY 2020-2021 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: \_\_\_\_\_

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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?**

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 2020-2021 preliminary Title I, Part A allocation is greater than \$500,000.00 which means that our school will receive its share of the of the parent reservation funds. Once our allocation has been set, our administrative team will share the information with our families and provide them with opportunities to discuss how we will use it.

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 virtually on September 2020. 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,
- 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.

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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?**

Brady's Parents and Family Get Involved!

2020-2021 School Calendar of Events

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



*Red Ribbon Week October 22 - October 26 .....	447-3914
*Parent teacher conferences October 12-13 and February 8-9 ....	447-3900
*Volunteers in Education Reading Day November 14.....	447-3900
Brady Sweetheart Dance February 13.....	447-3900
*Career Day April 9.....	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

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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?**

Brady 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 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, Brady Elementary participates on the LRSD NNPS West Cluster Team. (Zora Madison, 447-6929)

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

- ☒ Attention: Changes Needed!
- ☐ In Compliance
- 

**Comments:**

Question 1: Please ADD how your parents will be involved in the development of your Parent, Family and Engagement plan.

Question 5: The Little Rock School District's 2020-2021 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.

Please correct this statement since you do not have your allocation. **Please state:** The Little Rock School District's 2020-2021 preliminary Title I, Part A allocation is greater than \$500,000.00 which means that our school will receive its share of the of the parent reservation funds. Once our allocation has been set, our administrative team will share the information with our families and provide them with opportunities to discuss how we will use it.

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>	
<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
Nichole	DeWald	Parent
Takira	Robinson	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?**

A team of parents, the principal, and parent facilitator met via Zoom on 5/18/20 to review the current plan in place and to give feedback on what revisions and improvements they would like made to next year's plan.

Contact: carmen.langston@lrsd.org

Carver will involve parents in the development of the school parent and family engagement plan

- Parents were notified via ClassDojo to join in on a Zoom call on 5/18/20 to give their feedback.

Carver will involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school

- Parents will be invited to attend the Title I Parent Meeting in September of 2020 to review the PFE FACE plan.

Carver will ensure adequate representation of parents of participating children in the process in a variety of roles

- Parents who participated were of a variety of races and represented students from various socioeconomic backgrounds, educational ability levels, and were representative of the Carver community.

Carver will submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents

- No comments were made regarding the plan being unsatisfactory Carver will address opportunities for regular meetings if requested by parents
- Regular monthly meetings will be held by the PTA that all stakeholders are invited to attend
- Other meetings will be held quarterly to inform parents and other stakeholders

(May accomplish collaboration through the coalition of parents and community representatives)

- PTA will be informed of all aspects of the FACE 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?**

Depending on the outcome of next school year due to Covid-19, the plan will be to host the yearly Title I Meeting in September of 2020. The annual Title I Meeting may be held through virtual platforms. A copy of the LRSD Annual Title 1 Certification form will be submitted to the Title 1 office by November 2020. There will be no state test results to report on this year, however, data that was collected through other means will be used and presented to parents as well as information on the school improvement plan. Parents will be informed well in advance via notes home through paper and electronic means, Twitter and Facebook, and robo-calls, Schoology. Families will be informed of the school's Title I status and their rights under Title I. They will be offered a copy of the Family and Community Engagement Plan, the Title I Compact, and a copy of the district's parent and family engagement plan. Contact: Clifton Woodley, Principal, 447-4000.

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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 FACE plan will be posted on the district website and also distributed to parents and any interested parties. Parents will be notified via robo-calls, Twitter and Facebook, notes home, Schoology and through information given at the Title I meeting. All information will be provided in both English and Spanish to meet the needs of our community.

As we all know, how schools are collaborating with parents has changed. This year parent teacher conferences and other in-person events may need to take place virtually to limit the amount of contact from person to person. Carver will utilize online platforms such as Facebook live, Zoom, or Google Meets to communicate with you when face to face options are not advisable. Carver may virtually host the following events to engage families: (dates are TBA)

- Meet the Teacher Night
- Title I Parent Information Meeting
- Math and Literacy Night
- Fall Festival
- Parent Teacher Conferences

Contact: Principal [clifton.woodley@lrsd.org](mailto:clifton.woodley@lrsd.org)

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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 School-Parent Title I Compact was reviewed and revised on May 18, 2020 via a team Zoom call in which parents gave their feedback to the plan and gave suggestions on what parents, students, and teachers could all agree on to ensure that students are successful at school. Additional suggestions were made:

**Parents should agree to:**

- Give one on one attention focused on each child in the home for a few minutes each day
- Check each child's folder and backpack after school
- Follow through with any discipline needed after school has brought an issue to their attention
- Help their student or find the help their students need
- Connect with the teacher if their child needs help
- Attend parent teacher conferences
- Work as a partner with school personnel to help children achieve state standards

**Teachers should agree to:**

- Ensure that there is an open line of communication from home to school easily accessible to families
- Ensure grades are posted in a timely manner

- Provide small group instruction
- Provide opportunities for conferences
- Provide opportunities for observation of classroom activities (can be in person or digitally)
- Communicate opportunities to volunteer
- Involve families in school activities whenever possible

**Students should agree to:**

- Have a positive attitude about learning
- Participate in class
- Apply themselves to learning
- Use attention skills and proper classroom behavior

Contact: Parental Involvement Facilitator carmen.langston@lrzd.org

## **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 Title I budget along with the allotment for parent and family engagement activities and programs will be presented during the annual Title I Meeting and plans for how to spend that money will also be shared. Opportunity for feedback will be welcomed. The parents involved in giving feedback to the current FACE plan were also given the opportunity to share how funds should be spent. LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I reservation/set-aside. As soon as Carver receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement.

Contact: Principal clifton.woodley@lrzd.org

## **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?**

- Carver will use its community resources wherever possible in the instructional program. Planned engagements through the EAST program utilize community volunteers who showcase their careers and educational past experiences. Other community leaders are brought into the school for special events such as Black History Month, Veterans Day programs, Grandparents Day, Community Helpers week, etc. to enrich content delivery.
- Carver will utilize the parent center to offer information regarding all aspects of child development (educational,

emotional, relationship-building, health needs)

- Carver will offer parenting classes through the Parenting Partners workshops
- Carver will strive to recruit alumni to give feedback to school plans
- Carver will have a PTA
  - Leaders of the organization will give feedback to decision makers of the school
- Parents and community stakeholders will review the FACE plan and give feedback
- Carver will ensure the plan is comprehensive and coordinated in nature
- Carver's FACE plan will be tied in with the School Improvement Plan
- Carver Magnet 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, Carver Magnet Elementary School participates on the LRSD NNPS Central-East School Cluster Team.

Contact: carmen.langston@lrdsd.org

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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 Involvement Meetings will coordinate with monthly PTA meetings
- A parenting night will be scheduled for families to come in and review current curriculum
- Parents will be provided with assessment results for testing from NWEA MAP assessments in a parent-friendly format that explains assessment results
- At the annual Title I meeting the following will be explained to parents:
  - Arkansas Academic Standards
  - State and local academic assessments including alternate assessments
  - Alternative assessments will be discussed with qualifying families at an individual meeting
  - Title I, Part A requirements
  - Strategies parents can use to support their child's academic progress
  - Partnering with teachers to support their child's academic achievements
  - Incorporating developmentally appropriate learning activities
  - Use of ADE website and tools for parents [<http://www.arkansased.gov>]
  - Assistance with nutritional meal planning and preparation
  - Including role play and demonstration by trained volunteers

- This will be included at the volunteer training meeting held by Parental Involvement Coordinator as well as during Parenting Partner Meetings
- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Promote and support responsible parenting
- Additional supports provided through Parenting Partner workshops
- Carver Magnet 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, Carver Magnet Elementary School participates on the LRSD NNPS Central-East School Cluster Team.

Contact: carmen.langston@lrdsd.org

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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?**

- Carver will ensure professional development requirements are met for teachers and administrators
- Teachers will be responsible for completing RISE training this school year
- New training in math curriculum is scheduled for this school year
- Trainings will be had for Schoology online school platform
- All teachers will take 36 hours of on-going professional development to ensure licensure requirements
- At least 6 of these hours will be allotted for technology training
- At least 2 of these hours will be allotted for Arkansas History training
- Carver will (in accompaniment of ADE and LRSD) train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:
- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance
- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving



parent concerns

These components will be addressed with Parenting Partners workshops as well as training provided by LRSD in Cultural Sensitivity Training. Staff meetings will be held monthly to assist teachers in understanding how best to communicate and interact with families in order to inform and engage them in their child's education, especially prior to biannual parent teacher conferences. All communications sent home will be provided in both English and Spanish. At least 4 parent nights will be held throughout the school year, as allowable by the CDC guidelines.

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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?**

- ☐ Trainings: Involve parents in the development of training for teachers, principals, and educators to improve the effectiveness of the training.
- ☐ Carver will invite parent input on the training of new online platform Schoology to ensure that the program is meeting the needs of families and teachers
- ☐ Literacy Training
  - ☐ Carver will provide any refresher training for Foundations/Wilson Literacy or Wit and Wisdom literacy curriculum training that may be needed for returning teachers or new-hires
  - ☐ Expenses to Enable Participation: Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
  - ☐ Carver will provide child-care services during the annual Title I meeting, any curriculum informational meetings, as well during Parenting Partner workshops
  - ☐ Parenting Partner workshops will be staffed by parents who have graduated from the program. Those parents will be compensated
  - ☐ Parent Leadership: Train parents to enhance the involvement of other parents.
  - ☐ As stated above, parents who have graduated from Parenting Partners workshops will be leading the workshops for this school year
  - ☐ PTA leaders will also work to involve all parents in school involvement
  - ☐ Flexible Options: Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.
  - ☐ PTA meetings will be held after 6:00 to attempt to accommodate parents working during the school day
    - Some meetings may be held in the mornings to engage parents who are working nights
  - ☐ Parent conferences will be offered face to face but accommodations will be provided for those who cannot attend such as phone conferences or virtual meetings (FaceTime, Zoom, Google Meet)
  - ☐ Model Approaches: Adopt and implement model approaches to improving parent and family engagement.
  - ☐ Carver will reinstate its membership with NNPS to ensure a model approach to parental involvement
  - ☐ Parent Advisory Council: Establish a district-wide parent advisory council to provide advice on all matters related

to parental involvement in Title I, Part A programs.

o Carver will participate in LRSD District-wide PTA meetings held monthly to be informed and give feedback

□ Community and Business Roles: Develop appropriate roles for community-based

organizations and businesses in parent and family engagement activities.

o Carver's community partners will be invited to participate in any informational school nights as well as any educational programs that their expertise may enrich the learning of our students.

□ Carver Magnet 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, Carver Magnet Elementary School participates on the LRSD NNPS Central-East School Cluster Team.

Contact: carmen.langston@lrd.org

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

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**District Feedback**

☐ Attention: Changes Needed!

☐ In Compliance

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**Comments:**

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>	7/15/2020
<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

#### Committee Members, Role:

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

First Name	Last Name	Position
ADRIENNE	HAWKINS	SCHOOL COUNSELOR
JAMIE	COMBS	SCHOOL HEALTH CLINIC COORDINATOR
ALICIA	CERVANTES	PARENT
MELAINE	MONCIEF	PARENT/STAFF MEMBER
ASHLEY	HOLLAND	PK TEACHER
KENESHA	SCOTT	PARENT

#### Committee Members, Role:

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

First Name	Last Name	Position
COURTNI	WILLIAMS	PARENT
SHREE	ORORKE	STAFF
ONKIA	WOODLEY	PARENT
DETRINE	IRELAND	PARENT
HEATHER	BENTLEY	STAFF

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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?**

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

Kamila (Gina) Khoury Principal

Mildred Butler Assistant Principal

Donna Hall Early Childhood Center Director

LaShana Flowers Parent Facilitator

Carmen Hernandez Bilingual Parent Coordinator

Adrienne Hawkins School Counselor

Jamie Combs Chicot Health Clinic Coordinator

Alicia Cerventes Parent

Andrea Flowers Parent

Detriene Ireland Ireland Parent

Melieah Cooper-Ireland Parent

Mealine Moncrief Parent/Staff Member

Kenisha Scott Parent

Ashley Holland Staff Member

Kristen Billings Staff Member

Onika Woodley Parent

Heather Benlley Parent

Sheree O'Rourke Staff Member

Courtnei Williams Staff Member

### 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 \_\_\_\_\_ at \_\_\_\_\_. 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?**

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 \_\_\_\_\_. As time, will permit, the implementation and evaluate our school wide improvement plan will be discussed. LRSD receives more than \$500,000 Title I Part A allocation, therefore Chicot's Title I allocation for 2020-2021 parent and family engagement is \$\_\_\_\_\_. During the Title I meeting, Chicot administration and staff will provide the opportunity for parents and family members of children receiving services under Title I to provide input and ask questions regarding the decisions of how the reserved funds are allotted for parent and family engagement activities. During committee meetings, the Parent & Family Engagement Committee will have opportunities to provide input, ask questions and discuss how the 1 percent reservation of funds will be utilized for parent and family engagement. 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:

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

Parent Packets will be posted on the school's webpage August 1, 2020. 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 and family engagement. Listed below are several examples of how Chicot Elementary School and ECC promotes parental and family engagement.

#### Month/Quarter Event Contact Person

August 2020 Back to School Meet and Greet Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

August 2020 ECC Donna Hall, ECC Coordinator

Ashley Holland, PK Teacher 501-447-4126

August 2020-May 2021 PTA Meetings Gina Khoury, Principal 447-7002, Carmen Hernandez, Parent Coordinator 447-7025

September 2020 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 2020 Grandparent's Day Workshop Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Reading Teacher/Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

September 2020 Scholastic Book Fair Joany Lowry, Media Specialist 447-7006

September 2020 ECC Family Picnic Donna Hall, ECC Coordinator

Ashley Holland, PK Teacher 501-447-4126

September 2020- May 2021 Principal Roundtable Leadership Team Meetings Gina Khoury, Principal 447-7002

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

September 2020 Watch Dog Kickoff Carmen Hernandez, Parent Coordinator 447-7025

2nd Quarter Flu Clinic Tammy Givens 447-7005

2nd and 4th Quarters Parent and Teacher Conferences Asst. Principal Mildred Butler 447-7061, Child's Teacher

2nd Quarter Fall Carnival Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher

1st Quarter Hispanic Heritage Reading Day Carmen Hernandez, Parent Coordinator 447-7025

Month/Quarter Event Contact Person

December 2020 Painting with a Parent Donna Hall, ECC Coordinator

Ashley Holland, PK Teacher 501-447-4126

2nd Quarter VIPS Reading Day Carmen Hernandez, Parent Coordinator 447-7025

February 2021 Black History Celebration Courtnei Williams, Teacher 447-7004

February 2021 PK Sweetheart Dance Donna Hall, ECC Coordinator

Ashley Holland, PK Teacher 501-447-4126

3rd Quarter Dr. Seuss Week and Book Fair Joany Lowry, Media Specialist 447-7006

3rd Quarter Career Day Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

3rd Quarter Community Vehicle Day Adrienne Hawkins, Counselor 447-7024

LaShana Flowers, Parent Facilitator 447-7004

Carmen Hernandez, Parent Coordinator 447-7025

4th Quarter Children's Book Week Joany Lowry, Media Specialist 447-7006

4th Quarter P3 Tea Party/P4 End of Year Celebration Donna Hall, ECC Coordinator

Ashley Holland, PK Teacher 501-447-4126

May 2021 Leadership Day Gina Khoury, Principal 447-7002, Asst. Principal Mildred Butler 447-7061, Child's Teacher

Laura Comstock

4th Quarter 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 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.

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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 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 \_\_\_\_\_. 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 \_\_\_\_\_.

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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?**

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.

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

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### District Feedback

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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### Comments:

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
Lee	Wilson	PreK 4 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
Alex	Blake	PE Teacher
Alexis	Williams	Parent/ 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), Lee Wilson (Pre K 4), Marilyn James (3rd Grade), Brenda Swinton-Day (4th Grade), Kimberly Johnson (Art), Kathryn Daniel (Media Specialist), Alex Blake (PE Teacher)

Parent: 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:

- Upon request and to the extent possible, David O. Dodd School will provide communication in the language that parents can understand
- During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.
- 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. She is 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. She is 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 in September 2020 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 2020 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.
- Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.
- The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office (November 2020).

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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?**

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.

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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.

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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?**

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

2020-2021

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

2020-2021

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
- iiiAnimaré 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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### **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?**

LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I reservation/set-aside. As soon as David O Dodd Elementary school receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement.

Dodd will:

- Conduct an annual Title I meeting in September 2020 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 2020 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:

- School-wide economy system
- Student uniforms for school-wide jobs
- Professional Learning Communities Training
- Team Builders
- Title I funds will also be used to cover the cost of the Instructional Facilitator salary.
- Mystery Science
- Lexia
- Imagine Math
- Collaborative meetings to plan learning segments

- Field Trips ( Buses for 12 classes, Approximate cost of field trips for 12 classes)

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 2020 C. Williams/ Melinda Modica / Marilyn James

**Title One Meeting** September 2020 Carreba Williams/ Melinda Modica

**Spanish Heritage Month** September 15-October 15, 2020 Terri Huckelby/ Carreba Williams

**Book Fair** September 2020 and February 2021 Kathryn Daniel

**Grandparent's Week** September 2020 Melinda Modica

**Parent Teacher Conferences** October 8-9, 2020 and February 11-12, 2021 Dodd Teachers

**Fall Carnival October** 2020 Carreba Williams/ Brenda Day

**Book Character Dress Up Day and Parade** October 30, 2020 Kathryn Daniel

**Honors Assembly** \*November 2020 and \*January 2021

**ViPS Reading Day** November 2020 Kathryn Daniel

**Math Night** \*January 2021 Marilyn James

**Holiday Music Program** \*November 2020 Boyce Pearson

**Media Literacy Day/ Winter Book Giveaway** December 2020 Kathryn Daniel

**100th Day of School Celebration** February 2021 Lydia Dillon

**Black History Program** February 2021 Boyce Pearson/ Terri Huckelby

**Dr. Seuss/Read Across America Week Celebration** March 2021 Kathryn Daniel

**Poetry Month** April 2021 Kathryn Daniel

**VIPS: An Evening for the Stars Parent Volunteer Appreciation Breakfast** TBA Kathryn Daniel/Carletta Burchett/ Melinda Modica

**Cinco de Mayo** May 2021 Terri Huckelby

**P3 Celebration P4 Celebration** May 2021 Sarah Buffalo/ Lee Wilson

**Field Day** \*May 2021 Alex Blake

**Fifth Grade Promotion/ Summer Reading promotion and Summer Book Give Away** \*May 2021

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 2020 C. Williams/ Melinda Modica / Marilyn James

Title One Meeting September 2020 Carreba Williams/ Melinda Modica

Spanish Heritage Month September 15-October 15, 2020 Terri Huckelby/ Carreba Williams

Book Fair September 2020 and February 2021 Kathryn Daniel

Grandparent's Week September 2020 Melinda Modica

Parent Teacher Conferences October 8-9, 2020 and February 11-12, 2021 Dodd Teachers

Fall Carnival October 2020 Carreba Williams/ Brenda Day

Book Character Dress Up Day and Parade October 30, 2020 Kathryn Daniel

Honors Assembly \*November 2020 and \*January 2021

ViPS Reading Day November 2020 Kathryn Daniel

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Holiday Music Program \*November 2020 Boyce Pearson

Media Literacy Day/ Winter Book Giveaway December 2020 Kathryn Daniel

100th Day of School Celebration February 2021 Lydia Dillon

Black History Program February 2021 Boyce Pearson/ Terri Huckelby

Dr. Seuss/Read Across America Week Celebration March 2021 Kathryn Daniel

Poetry Month April 2021 Kathryn Daniel



VIPS: An Evening for the Stars Parent Volunteer Appreciation Breakfast TBA Kathryn Daniel/Carletta Burchett/  
Melinda Modica

Cinco de Mayo May 2021 Terri Huckelby

P3 Celebration P4 Celebration May 2021 Sarah Buffalo/ Lee Wilson

Field Day \*May 2021 Alex Blake

Fifth Grade Promotion/ Summer Reading promotion and Summer Book Give Away \*May 2021

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)

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

Please consider adding more parents who are not LRSD employees to your Parent and Family Engagement committee.

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>	8/1/2020
<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
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, Parent & 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.
- Upon request and to the extent possible Forest Park Elementary School will provide communication in the language that parents can understand.
- 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](mailto: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. Upon request and to the extent possible, Forest Park Elementary School will provide communication in the language that parents can understand. 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. During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan. 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 addressed, 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.

#### 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.

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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 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.

Review the required components i.e...

Forest Park will involve parents in a variety of roles for volunteering and provide volunteer interest information to school staff.

Forest Park maintains two-way communication with parents via email, PTA E-Blasts, and daily communication in the agenda book. Parents have opportunities to offer feedback through surveys and suggestion boxes and during orientation and open house.

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

- Grade Level Orientation Meetings (August-Theresa Ketcher/447-4502)
- Family Literacy Night (November-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)
- Public Relations Committee (Student Recruitment, Watch D.O.G.S., and Little Rockers Marathon)
- Hospitality Committee
- Events Committee (Fall Social, Stride Pride Day, Pumpkins in the Park, FluMist Clinic, Art in the Park, Field Day, Spacecamp, and Graduation)
- Education Committee (Accelerated Reader Incentive Program, Chess Club, Art and Music Liaisons, Book Club)

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.

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 for information concerning the Forest Park PTA.

We involve the community to assist with resources, training, and more.

**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. Contact Anna Blair Williams (447-4592) for more information.

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
- 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)
- Field Day (May-Staff and PTA)

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

- Grade Level Orientation Meetings (August-Theresa Ketcher/447-4502)
- Family Literacy Night (November-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)
- Public Relations Committee (Student Recruitment, Watch D.O.G.S., and Little Rockers Marathon)
- Hospitality Committee Events Committee (Fall Social, Stride Pride Day, Pumpkins in the Park, FluMist Clinic, Art in the Park, Field Day, Spacecamp, and Graduation)
- Education Committee (Accelerated Reader Incentive Program, Chess Club, Art and Music Liaisons, Book Club)

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.

#### 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?**

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 addressed, 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.

Teachers, administrators, and staff receive ongoing professional development to receive strategies to enhance parent engagement.

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 –

- 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)
- Field Day (May-Staff and PTA)



At Forest Park we ensure that the following guidelines are met:

- Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance
- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

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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?**

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)

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

AR  
 Forest Heights Stem Academy (Little Rock School District)  
 5901 Evergreen Street  
 Little Rock AR 72205  
 501-447-2700

### School Parent and Family Engagement Plan

<b>School Name:</b>	Forest Heights STEM Academy
<b>Facilitator Name:</b>	Laura Gowan
<b>Plan Review/Revision Date:</b>	7/28/2020
<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
Amy	Cooper	Principal/ Parent
Barbara	Kirkpatrick	Assistant Principal
Nick	Anderson	Assistant Principal/Parent
Ashley	Harris	Parent
Lee	Smith	PTSA President
Dannisha	Stroud	Parent/ Math 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?**

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. 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. The district's Parent & Family Engagement Plan may be provided for parents to review and receive a copy, if requested. 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. 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. 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 447-2700.

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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?**

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. Parents will have the opportunity to review and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. The school shall submit evidence of the Title I Meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office November 2020. Contact persons: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2761.

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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 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 8th and 9th, 2020 and February 11th and 12th, 2021. 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. 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, 447-2700. 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.

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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?**

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 (8th) 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, Appapalooza, STEM Night, Fall Fest, Science Fair, Winter Baazer, and much more. Contact Person: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2761. The 2020-2021 school year will look different in regards of communication due to COVID-19. FHSA STEM has redone our website in order to enhance communication to parents, communities and stakeholders through a more interactive and informative platform. Our website also provides links to LRSD Ready for Learning Plan as well as our FHSA STEM Ready for Learning Plan. Teachers will communicate with parents, communities and stakeholders through email, phone, website, and our FHSA App. The FHSA App allows teachers to target specific audiences or groups and also have enhanced language features embedded so our communicate is clearly communicated.

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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 Parent and Family Engagement Committee will meet at the beginning of the school year to discuss how funds will be used. The committee consists of majority parents who will have the best interest of our students and families in mind. As soon as our school receives our annual parent and family engagement funding and input is provided from parents, we will provide an update to the parents and begin using these funds to support the school's parent and family engagement program.

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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 Heights STEM Academy offers a variety of opportunities for families and community members to become involved in student learning through concerts, Appapalooza, STEM Night, Fall Fest, Science Fair, Winter Baazer, and much more. Contact Person: Amy Cooper, Principal 447-2700; Laura Gowan, Parent Facilitator 447-2761. 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

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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?**

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. 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.

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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?**

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.

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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 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.

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



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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
- 

**Comments:**

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>	5/22/2020
<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

#### Committee Members, Role:

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

First Name	Last Name	Position
Crysty	Kimberlin	Parent/ PTA President
Ellen	Kidd	Teacher
Amanda	Crosby	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?**

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. During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

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.

Upon request and to the extent possible, Fulbright Elementary School will provide communication in the language that parents can understand

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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 TBA. Fulbright will provide ample time to discuss the requirements and participation of Title I; parents will be informed of their rights under Title I for the areas of 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. Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. The school shall submit evidence of the Title I Meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office November 2020. 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.

### **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.
- Providing communication in the language that parents can understand, upon request.
- Distributing the school's Parent & Family Information Packet.
- Providing the opportunity during parent engagement activities to review, receive, and may sign off on the District's Parent & Family Engagement Plan.

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.

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.

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.

Upon request and to the extent possible, Fulbright Elementary School will provide communication in the language that parents can understand. During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

Our year at a glance: \*DATES TO BE DETERMINED\*

- Back to School Meet and Greet, August 2020 - Sherkeyer Jackson/447-4702
- Boy Scout Night, September 2020 - Sherkeyer Jackson/447-4702
- Girl Scout Night, September 2020 Sherkeyer Jackson/447-4702
- Fulbright Open House, September 2020 - Sherkeyer Jackson/447-4702
- Title 1 Parent Meeting, September 2020 – Sherkeyer Jackson/447-4702
- Falcon Fun Run Pep Rally, September 2020 – PTA 447-4700
- Donuts for Dudes (Pre-K), TBA –Susan Shelton/447-4795
- Falcon Fun Run Event, September/October 2020 – Catherine Thorpe & Annie Covington/PTA 447-4700
- Watch Dog Dad Pizza Party Night, October 2020 - Rhonda Smith- Baker/447-4704
- Fall Carnival, October 2020 -Cindy Kolb and Rachel Wayne, PTA/447-4700
- Fancy Fruit Feast, November 2020– Susan Shelton/447-4795
- Fall Parent-Teacher Conferences,TBA - Sherkeyer Jackson/447-4702
- Math Night/Literacy Night Fall 2020 – Sherkeyer Jackson/447-4702
- PTA RIF Distribution #1, TBA –Ryan Tiedeman/ PTA/447-4700
- Red Ribbon Week, November 2020 - Rhonda Smith- Baker/447-4704
- Spelling Bee Competition, November 2020 - Hildy Dempster /447-4700
- Pre-K Thanksgiving Breakfast, November 2020 – Susan Shelton/447-4795
- Scholastic Book Fair, November 2020 -Celeste Molsbee / 447-4706 and Ginger Young/ 447-4700
- VIPS Reading Day, TBA- Celeste Molsbee /447-4706
- Grandparent's Days, November 2020 –Amanda Tiner/ PTA/447-4700

- Musical Nights (4th Grade) December 2020 – Jordan Sorrells/447-4742
- Classroom Holiday Celebrations, December 2020 - Sherkeyer Jackson/447-4702
- PTA RIF Distribution #2, TBA –Ryan Tiedeman/ PTA/447-4700
- Mother/Son Event, TBA – Erin Goyne/ PTA/447-4700
- Father-Daughter Dance, TBA –Laura Beth Baxter, PTA/447-4700
- Musical Nights (2nd Grade) March 2021 – Jordan Sorrells/447-4742
- Classroom Valentine's Parties, February 2021 – Sherkeyer Jackson/447-4702
- Spring Parent-Teacher Conferences, TBA - Sherkeyer Jackson/447-4702
- PTA Bright Night, March 2021 – Heather Winston, Courtney Childers, April VanHorn & Sarah Beth Lowe. PTA/447-4700
- PTA RIF Distribution #3, TBA –Ryan Tiedeman / PTA/447-4700
- Brian and Terri Kinder Concert (Pre-K/K/CBI), March TBA - Sherkeyer Jackson/447-4702
- Arts Night, April TBA – Josh McCallister & Jordan Sorrells/447-4742
- Field Day, May 2021 - Jennifer Horn/447-4748
- 5th Grade Graduation Celebration, May 2021 -Amanda Crosby/447-4780

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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#### **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.

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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## **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?**

LRSD receives more than \$500,000 in Title I Part A allocation for eligible students, therefore Fulbright will receive 1 percent from the District's Parent & Family Engagement allocation to support the parent and family activities. Reservation of funds will be discussed during Fulbright's annual Title 1 Meeting September, 2020. Fulbright will provide ample time to discuss a description/explanation of school funds and how they will be used for this purpose. As soon as Fulbright receives the annual parent and family engagement allocation, we will provide an update and opportunity for feedback to the parents.

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.

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.

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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.

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.

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.

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.

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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.

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.

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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## **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.

Six Types of Involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community.

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

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☐ Attention: Changes Needed!

☒ In Compliance

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**Comments:**

Principal Jackson,

Your response to number 8 would be an excellent addition to your response to number 1.

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>	
<b>District Level Reviewer, Title:</b>	Kaye Rainey, District Parent, Family and 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
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 provide opportunities for parents to work collaboratively on planning and implementing our parent, family engagement plan. Our parents contributions are key to our success as a school community. Annually our school community will review the plan and make updates as the needs of our school community changes. Our parents are also invited to be involved in the development, implementation and evaluation of our Title I Schoolwide Plan which also serves as our School Improvement Plan. We are fortunate to have our parents engaged 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. Our principal and primary contact is Mrs. Tina Greenwood. She can be reached by telephone (501-447-4900) or email Tina.Greenwood@lrsd.org.

Gibbs Magnet will take advantage of the community resources to support our school improvement efforts. One of our primary supports is the Gibbs Parent, Teacher Association. Our collaboration

will foster parental and community involvement in our school community. 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?**

The Annual Title I meeting is very important and sets the stage for our work as collaborative partners with our parents. During the Annual Title I Meeting, our principal will share statewide assessment as well as the curriculum that we will follow at Gibb particularly as it relates to the Science of Reading and our magnet focus. We will also share with parents the opportunities associated with operating a Title I Schoolwide Program. Parents will be provided information and understand their rights as parents. We make every effort to hold this meeting annually in the month of September. To verify that we have met this criteria, we will upload our agenda and sign-in sheets along with our Title I Annual Meeting Verification Form on or before the district's deadline of November 1st annually.

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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?**

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

1. Ensure a safe learning environment based upon the most current guidance from the Arkansas Department

of Health (ADH).

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

To ensure that we are meeting the needs of parents and students we will communicate with parents in various ways we will:

- use surveys with our stakeholders at the end of the year to help develop goals and objectives for the next 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@lrsd.org.
- distribute 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 in the Fall of each year.
- use the school website and eSchool to communicate pertinent school information to our school community. eSchool provides parents access to their child's grades and parents may use eSchool to communicate with their child's teacher. Contact our Main Office Administrative Assistant by calling 501-447-4903.
- ensure 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 during the Fall (October) and Spring (February) annually. The specific dates and times are included in the LRSD Calendar.

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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 2020-2021 preliminary Title I, Part A allocation is greater than \$500,000.00 which means that our will receive its share of the required 1% reservation. As soon as we have our Title I allocation, parents will be notified so that we can determine the best use of those funds for supporting our Parent and Family Engagement activities.

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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@lrzd.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@lrzd.org

## **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**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

---

**Comments:**

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>	6/1/2020
<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
Melissa	Brown	Counselor
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

Parent & Family Engagement Plan

[www.jeffersonlr.org](http://www.jeffersonlr.org)

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 450 students. Approximately 16% of our students receive free and reduced lunch. Jefferson academic status is achieving. We are an A rated school.

Our school shall:

Establish a nurturing atmosphere so that parents will always feel welcome.

Communicate virtually with parents the LRSD Ready for Learning Plan and Jefferson's individual Return to School Plan.

Involve parents in the development and review, update, and improvement of the school parent and family engagement plan to meet the changing needs of parents and the school.

Ensure adequate representation of parents of participating children in the process in a variety of roles

Address opportunities for regular meetings if requested by parents, possibly virtually this year to meet the needs of all parents and students.

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. The Jefferson Parent/Family Center located in the Computer Lab is open Monday – Friday 7:50 a.m. to 3:00 p.m.

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 INDISTAR plan. Upon request and to the extent possible, Jefferson Elementary School will provide communication in the language that parents can understand.

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.

Communicate virtually with parents in regards to parent-conferences, events, etc.

During Parent Teacher Conferences, parents will have the opportunity to review and sign off on the District and School's Parent and Family Engagement Plan.

Send out parent surveys at the beginning and end of the school year to evaluate parent interests, plan activities and then evaluate.

*(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).

Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

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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.

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.

Provide copies of the school handbook that includes the process for resolving parent concerns.

Implement and support a Parent-Association (PTA) and encourage all to join and participate. Meetings will be held monthly.

Send out parent surveys at the beginning and end of the school year to evaluate parent interests, plan activities and then evaluate.

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.

Upon request and to the extent possible, Jefferson Elementary School will provide communication in the language that parents can understand.

During Parent Teacher Conferences, parents will have the opportunity to review and sign off on the District and School's Parent and Family Engagement Plan.

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 of the school year, as well as the end, to evaluate parent interests, plan activities and then evaluate.

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

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

#### 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.

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- 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.

Upon request and to the extent possible, Jefferson Elementary School will provide communication in the language that parents can understand.

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 2: Communication

Communicate with families about school programs and student progress through effective school-to-home and home-to-school communications.

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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
- 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 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 \_\_\_\_\_

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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?**

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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### **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?**

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.

Jefferson PTA will organize volunteers and events and audiences to support the school and students and provide opportunities at various times in various different locations throughout the year.

Type 3: Volunteering

Improve recruitment, training, work, and schedules, to involve families as volunteers and audiences at the school or in other locations to support students and school programs.

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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.

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

#### 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 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 1: Parenting

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

#### Type 4: Learning at Home

Involve families with their children in learning activities at home, including their homework and other curriculum-related activities and decisions.

#### Type 5: Decision Making

Include families as participants in school decisions, governance and advocacy through PTA/PTO, school councils, committees, action teams, and other parent organizations.

#### Type 6: Collaborating with the Community

Coordinate community resources and services for students, families, and the school, with businesses, agencies, and other groups, 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?**

Our school shall:

Encourage communication between families and teachers by scheduling two parent-teacher conference days per year.

Staff members will participate in a minimum of two hours of parent and family engagement staff development each year.

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 teachers, administrators, and specialists will continue to receive ongoing online Professional Development throughout the summer and the 2020-2021 school year through virtual trainings, to receive strategies to enhance parent engagement.

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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
- 

**Comments:**

AR  
 Martin Luther King Jr. Elementary School (Little Rock School District)  
 905 Martin Luther King Jr  
 Little Rock AR 72202  
 501-447-5100

### School Parent and Family Engagement Plan

<b>School Name:</b>	Martin Luther King, Jr. Elementary
<b>Facilitator Name:</b>	Twyla Tate
<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
Karen	Carter	Principal
Twyla	Tate	Parent and Family Engagement Coordinator
Minnie	Washington	Media Clerk
Tameka	Cowan	4th grade parent
Krystle	White	K Parent
Patrice	Bell	Paraprofessional

#### Committee Members, Role:

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

First Name	Last Name	Position
Gwendolyn	Critton	4th grade teacher
Jessica	Weaver	PK teacher
Brendan	McInerney	Music 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?**

The school will engage parents in the annual evaluation of the School Improvement 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. 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.

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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?**

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, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The meeting will be held in September by Principal, Karen Carter. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting it to the Title I Office by November 2020. During the Annual Title I Meeting, parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

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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?**

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 and 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. The Parent and Family Engagement plan will be uploaded to the school website and Indistar. The plan will be available in a variety of areas within the building. The LRSD and school Ready to Learn plans will also be made available in a variety of areas within and outside of the building. To the extent possible, communication will be provided to parents in the



language of origin. The school will use a variety of communication tools, such as:


- King Facebook page
- Twitter
- Parent-Link
- Email
- Video Conferencing

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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 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 parents will attend 2 parent conferences (virtual and/or in person) throughout the year to discuss student progress on daily instruction and school, district and state assessments. Parents have the opportunity to visit the classrooms and volunteer for a variety of activities throughout the school year. (See Ready for Learning plan for information in regards to visitors.) 

Home/School Learning Compact

Parent Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Principal Signature: \_\_\_\_\_

Parent and Family Responsibilities Teacher Responsibilities

☐ Make sure my child attends school every day on time

and comes prepared for the school day.

☐ Attend at least 2 parent-teacher conferences and 2

family night evenings.

☐ Check my child's backpack every day for

homework/school communication.

☐ Limit my child's TV, telephone, computer and video

game time and make sure my child is well rested.

☐ Provide a study space and learning opportunities for

my child, in the home or through community

resources.

☐ Provide a safe, welcoming environment for students and

families.

- ☐ Expect all students to learn to read and do math by providing challenging opportunities for learning based on the individual needs of my students.
- ☐ Help parents to identify ways to help their children in all subject areas.
- ☐ Communicate with parents on a regular basis to keep them up-to-date about their child's progress.
- ☐ Show respect at all times to everyone that is part of the school

#### Student Responsibility Principal Responsibilities

- ☐ Come to school on time and prepared.
- ☐ Do all homework and class assignments.
- ☐ Read 20 to 30 minutes every day.
- ☐ Follow all school and class rules.
- ☐ Show respect at all times to everyone that is part of the school.
- ☐ Pay attention in class and participate in class discussions.
- ☐ Set high standards and implement effective programs in all content areas.
- ☐ Ensure that teachers create well-planned lessons that provide all students the instruction needed to succeed.
- ☐ Provide a variety of opportunities for parents and family to volunteer at the school.
- ☐ Allocate resources to ensure th

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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. Once the school receives its allocation, 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 sent home in each student's take home folder. 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 Camp Night, Family STEM night, Parent Center materials, and homework help kits.

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:

- Books/Computers
- Math and Literacy Games
- Safety Materials
- Parenting Tips (English and Spanish)
- Information on nutrition and Healthy Lifestyles
- Community and Volunteer Information
- Take home backpacks

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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?**

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. The school will ask parents to assist in providing virtual field trips to their places of employment or to other places of interest.

The school will continue to work with the PTA and community stakeholders. We will continue to seek additional community partners. Martin Luther King Elementary will use social media to involve more community stakeholders in the school setting. We will continue to strive to increase parent involvement, build community relationships, and build staff/parent capacity.

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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?**

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, Ready to Learn plan, student handbook, 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.

In order to communicate with parents, students have folders they take home each day, which are to be signed by the parent nightly. The information packet will be distributed to students in their daily take-home folders. (A system will be devised to do this virtually.) This will include a link to the school's website where they can review the plan and keep up with other school events.

Communication will be provided in English and Spanish, if needed. Parents can visit the Media Center during Parent-Teacher conferences or at any time during school hours to review and sign-off on the school and district Parent and Family Engagement Plans. We 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.
- Social media posts and videos

#### Parent and Family Engagement Workshops

Parents are encouraged to attend the following meetings/workshops at various times to increase engagement opportunities and build staff and parent capacity. Due to the pandemic, many of these activities could become virtual:

- Annual Title I Meeting- September, 2020- Contact- Karen Carter
- Grandparents Day- September, 2020 – Contact – Ed Scott
- Peace Week- September, 2020 - Contact- Twyla Tate and Mildred Calvin
- Family Game Night- October, 2020- Contact- Karen Day
- Honors Assembly- End of each quarter- Contact- Karen Carter
- Red Ribbon/Spirit Week- October, 2020- Contact- Mildred Calvin
- School Musical- December, 2020- Contact- Sarah Stokes
- Fall Fest- November, 2020- Contact- Minnie Washington
- VIPS Reading Day- November, 2019- Contact-Twyla Tate
- American Education Week- November, 2020- Contact- Twyla Tate
- Family Camp Night- November, 2020- Contact- Karen Carter
- 100th Day of School Celebration- January, 2021- Contact- R. Thomas
- 4th and 5th Grade Music Program- February, 2021- Contact- B. McInerney
- Dr. Seuss's B-Day- March, 2021- Contact – A. Rodriguez
- Family STEM Night- March 19, 2020- Contact- Dee Layton
- King Volunteer Recognition Reception- April, 2021- Contact- Gwen Critton and Minnie Washington

- 5th Grade Celebration- May, 2021- Contact- Brenda Harris and Kortland Benjamin
- Pre-K Celebration- May, 2021- Contact-Richelle Thomas, 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

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 Dee Layton, Parent & Family Engagement Facilitator - 501-447-5100.

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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?**

Parents are encouraged to attend the following meetings/workshops at various times to increase engagement opportunities and build staff and parent capacity. Parents will be provided PD training in the use of Schoology and also receive training in social/emotional support for students and family.

- Annual Title I Meeting- September, 2020- Contact- Karen Carter
- Grandparents Day- September, 2020 – Contact – Ed Scott
- Peace Week- September, 2020 - Contact- Twyla Tate and Mildred Calvin
- Family Game Night- October, 2020- Contact- Karen Day
- Honors Assembly- End of each quarter- Contact- Karen Carter
- Red Ribbon/Spirit Week- October, 2020- Contact- Mildred Calvin
- School Musical- December, 2020- Contact- Sarah Stokes
- Fall Fest- November, 2020- Contact- Minnie Washington
- VIPs Reading Day- November, 2019- Contact-Twyla Tate
- American Education Week- November, 2020- Contact- Twyla Tate
- Family Camp Night- November, 2020- Contact- Karen Carter
- 100th Day of School Celebration- January, 2021- Contact- R. Thomas

- 4th and 5th Grade Music Program- February, 2021- Contact- B. McInerney
- Dr. Seuss's B-Day- March, 2021- Contact – A. Rodriguez
- Family STEM Night- March 19, 2020- Contact- Dee Layton
- King Volunteer Recognition Reception- April, 2021- Contact- Gwen Critton and Minnie Washington
- 5th Grade Celebration- May, 2021- Contact- Brenda Harris and Kortland Benjamin
- Pre-K Celebration- May, 2021- Contact-Richelle Thomas, 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

### **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?**

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

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 Dee Layton, Parent & Family Engagement Facilitator Coordinator 501-447-5100.

#### 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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

☐ Attention: Changes Needed!

☒ In Compliance

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**Comments:**

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>	6/11/2020
<b>District Level Reviewer, Title:</b>	Kaye Rainey
<b>District Level Approval Date:</b>	6/10/2020

#### 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
Stacy	Burnett	PE Teacher
Yessenia	Martinez-Panuco	SPED Teacher
Kara	McGee	Classroom Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Cynthia	Jefferson	Parent
Derrika	Brown	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?**



The vision of Mabelvale Elementary is to equip students to be personally and educationally ready through innovation, creativity, and risk taking. We want to work with students, teachers, parents, and community members to encourage everyone to grow and have a voice at our school. Mabelvale is dedicated to working with our families in order to help everyone be successful.

### **Title 1 Parent and Family Engagement: Type 1 Parenting; Type 5 Decision-Making**

Mabelvale Elementary plans to have meaningful, two-way, communication with parents involving student academic learning and other school related activities. Mabelvale Elementary will provide opportunities for parents to be involved in the development, implementation, and evaluation of the parent and family engagement plan, the school wide improvement plan, and the Annual Title 1 meeting. We want to give parents the opportunity to have a voice and help with decision-making regarding our school's Title 1 program. We plan to do this by conducting meetings, via face to face or through zoom, throughout the year. Furthermore, we plan to have our annual Title 1 meeting in September 2020.

Annual Evaluation of Parent and Family Engagement Plan: Type 5 Decision Making. Mabelvale will provide parents the opportunity to submit any comments to the school if the Title 1 Schoolwide Plan is not satisfactory.

Mabelvale Elementary will involve parents in the evaluation of its parent and family engagement activities. Mabelvale will do this by conducting an annual needs evaluation completed by the staff, teachers, and parents. This evaluation will be in the form of a survey which will collect information about parent needs, parent participation, engagement of parents in activities to support academic growth, and ideas on how to better our program and involve parents. Contact: Misti Hess at 447-5455.

Mabelvale Elementary promotes parent and family engagement to build parent capacity throughout the school year as follows:

#### **Month Event Contact**

August 2020

Time and Day: TBA Back to School Meet and Greet Kelecia Glover, Principal 447-5402

September 2020

Time and Day: TBA Book Fair Kelecia Glover, Principal 447-5402

September 2020

Time and Day: TBA Annual Title 1 Meeting Kelecia Glover, Principal 447-5402

September 2020

Time and Day: TBA Open House Kelecia Glover, Principal 447-5402

September 2020

Time and Day: TBA Grandparents Day Misti Hess, Parent Facilitator 447-5400

September 2020-May 2021 PTA Meetings Antwan Vernon, PTA Representative

September 2020

Time and Day: TBA 21st Century After School Parent Night Karonda Fuller, 447-5400

October 2020

Time and Day: TBA Fall Carnival Kelecia Glover, Principal 447-5402

Antwan Vernon, PTA Representative

October 8, 2020

3:00-6:00 p.m. Parent Conferences Classroom Teacher

October 9, 2020

8:00 a.m.-12:00 p.m. Parent Conferences Classroom Teacher

February 2021

Time and Day: TBA Black History Program Frank Williams, Music Teacher, 447-5400

February 11, 2021

3:00-6:00 p.m. Parent Conferences Classroom Teacher

February 12, 2021

8:00 a.m. -12:00 p.m. Parent Conferences Classroom Teacher

May 2021

Time and Day: TBA Field Day

TBA VIPs Reading Day Kelecia Glover, Principal 447-5402

TBA Awards Presentations Kelly Hedrick, Counselor 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?**

Mabelvale Elementary conducts an annual meeting to inform and explain to parents the school's participation in Title 1, Part A programs, and the requirements and the right of parents to be involved in the Title 1 program. 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 3rd, 2020 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.

**Parent Interest Surveys:** Mabelvale will use the parent interest surveys to select, plan, and implement parent and family engagement activities that will be offered throughout the year. Parent surveys will be distributed during our first PTA meeting of the year, which is TBA. The school evaluates the success of the activities implemented to plan for the next year. Contact Misti Hess, Parent Facilitator 447-5455.

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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 520 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 intervention's 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. During parent teacher conferences, parents may be provided the opportunity to obtain, review, and sign a receipt for the District's Parent & Family Engagement Plan. Dates for 2020-2021 Parent/Teacher Conferences: October 8th, 2020 from 3:00-6:00, October 9th, 2020 from 8:00-12:00, February 11th, 2021 from 3:00-6:00, and February 12th, 2021 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 monthly 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. 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 3, 2020 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.
- Families will receive the information packets on campus, where teachers will distribute packets to students. Parent Packets will be posted on the schools' webpage by August 1, 2020. A parent link will be sent out informing parents. Communication will be in English and Spanish.

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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?**

Mabelvale Elementary 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 the school year. Mabelvale will use feedback from parent surveys to evaluate activities parents feel will be most beneficial in supporting their child. Mabelvale Elementary will also work with parents to update the School-Parent-Teacher Compact.

**School Responsibilities Mabelvale Elementary will:**

1. 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:
2. 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.
3. Provide parents with frequent reports on their children's progress.
4. Provide parents reasonable access to staff.
5. 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:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television their children watch.
- Volunteering in my children's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- 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.

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

- Do homework every day and ask for help when I need to.
- Read at least 30 minutes every day outside of school time.
- 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.

Mabelvale Elementary will:

- Involve parents in the planning, review, and improvement of the school's parent and family engagement policy, in an organized, ongoing, and timely way.
- Involve parents in the joint development of any school wide program plan, in an organized, ongoing, and timely way.
- 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 and family engagement 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.

- 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.
- 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.
- 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.
- 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.
- 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).

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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?**

Mabelvale Elementary engages parents in the decision making regarding the allocation of its Title 1, Part A funds for parent and family engagement. LRSD receives over \$500,000, therefore Mabelvale Elementary receives at least 1% of the District's parent Title 1 Part A allocation. Mabelvale will ask parents to serve on different committees that will encourage their input on how the funds are used. As soon as our school receives our annual parent and family engagement funding, we will provide an update to the parents and begin using these funds to support parent and family engagement activities. The Contact Mabelvale's principal, Kelecia Glover, at 447-5402, or the parent facilitator Misti Hess at 447-5455 for additional 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?**

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

Mabelvale Elementary has one full-time bilingual home school advisor and full-time translator. Additionally, we have one parent facilitator to assist parents in checking out and utilizing the parent resources that are available in the parent center. The Parent Center is located near the counselor's office. The center is open from 8:00 a.m. to 3:00 p.m. The school encourages parents to check out books and/or resources from the Parent Center. Parents may also use the computer to check their child's progress on e-school and visit educational websites. The home school advisor is able to assist parents if they needed.

Mabelvale Elementary will continue to collaborate with PTA to build partnerships to increase student achievement and parent and family engagement.

Mabelvale 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 evidenced, 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, Mabelvale Elementary participates in the LRSD NNPS Southwest Cluster Team.

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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?**

Mabelvale will schedule a minimum of two 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) the Home-School Compact. Parents will be given a summary of the student's test scores and an explanation of the intervention's 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 2020-2021 Parent/Teacher Conferences: October 8th, 2020 from 3:00-6:00, October 9th, 2020 from 8:00-12:00, February 11th, 2021 from 3:00-6:00, and February 12th, 2021 from 8:00-12:00. 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. The Parent and Family Engagement Committee uses the Six Types of Involvement: Keys to Successful Partnerships, to ensure we have successful parent engagement for the year. Contact Misti Hess at 447-5455.

Mabelvale 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 evidenced, 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, Mabelvale Elementary participates in the LRSD NNPS Southwest Cluster Team.

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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?**

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 intervention's 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 2020-2021 Parent/Teacher Conferences: October 8th, 2020 from 3:00-6:00 , October 9th, 2020 from 8:00-12:00, February 11th, 2021 from 3:00-6:00, and February 12th, 2021 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. All parent meetings will be held during appropriate times to ensure equity in parental and family engagement. 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. Furthermore, the school and district will provide ongoing parent and family engagement professional development for educators and administrators.

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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?**

- Mabelvale Elementary will use the parent interest surveys to select, plan, and implement parent and family engagement activities that will be offered throughout the year. Mabelvale uses survey results to plan parent and family engagement activities. The Parent and Family Engagement Committee uses the Six Types of Involvement: Keys to Successful Partnerships, to ensure we have successful parent engagement for the year. Contact Misti Hess at 447-5455
- 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)
- 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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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance
- 

**Comments:**



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>	6/8/2020
<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, Parent
Melissa	Wittman	Co-President PTA, Staff/Parent
Shakenya	Dooley-White	Vice President PTA, Parent
Tandra	Powell	Secretary PTA, Parent
Dorian	Sims	Treasurer PTA, Parent
Lauren	Cook	Membership Chair PTA, Parent

#### Committee Members, Role:

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

First Name	Last Name	Position
Sarah	Elms	SPED Teacher
LaShay	Carr	Instructional Facilitator
James	Lott	Music Teacher
Shyrletta	Wilson	Parent Involvement Facilitator/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?**

McDermott will involve parents and community members in meetings and workshops concerning school improvement goals and objectives, and the development and revision of 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. We will offer opportunities for various times for parent engagement meetings and activities. (Pamela Dial, Principal 501-447-5502). (McDermott Mixer August, 2020 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, Parent Facilitator 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. During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

Upon request and to the extent possible, McDermott Elementary School will provide communication in the language that parents can understand.

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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 2020. Sufficient time will be provided to provide a description, explanation, requirements of Title I and inform parents of their rights under Title I. The parent involvement budget, school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet will be discussed. Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. (Principal Dial and Shyrletta Wilson, Parent Facilitator 501-447-5550).

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. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office (November 2020). (Shyrletta Wilson, Parent Facilitator 501-447-5550)

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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?**

McDermott Elementary School will communicate with parents in the following ways to increase parental involvement and to support classroom instruction:

Conduct effective two-way communications from school-to-home and from home-to-school about school programs and student progress using ClassDojo, ParentLink, and Social Media (Facebook/Twitter). Upon request and to the extent possible, McDermott Elementary School will provide communication in the language that parents can understand.

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

During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

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 2, 2020) (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. (Markesi Smith/Melissa Whitman Co-President(s) PTA)

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. 8, 2020, 3:05p-6:05p and Oct. 9, 8:00am-12:00 pm and on Feb. 18, 2021 from 3:05-6:05pm, Feb 19 8:00a-12:00pm).

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 September 2020, 5:30 p.m. – 6:00 p.m.) (Title I Meeting (September 2020/ 6:00 p.m. – 6:30 p.m.) (Stem Night & Parent Meeting November 2020 5:30 p.m.– 7:00 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...) The information will be posted to our school's LRSD webpage. (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)

During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.

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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 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, October, 2020 and throughout the year for all new students)

Conduct effective two-way communications from school-to-home and from home-to-school about school programs and student progress. Upon request and to the extent possible, McDermott Elementary School will provide communication in the language that parents can understand.

LRSD District Parent Specialist, 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. For more information, contact Tammy Blaylock, ViPS Coordinator, 447-4455, tamara.blaylock@lrzd.org or Kaye Rainey, District Parent Specialist at 501-447-3358 or email kaye.rainey@lrzd.org.

McDermott Elementary School 2020-2021 Parent/Teacher Compact

PARENT/GUARDIAN: I want my child to learn to achieve. I will:

- ☐ See that my child attends school regularly and on time. Tardy bell rings at 7:50, and NO early check outs.
- ☐ Read with my child and establish a time for homework.
- ☐ Attend parent/teacher conferences (at least 2 per year) and join the PTA.
- ☐ Support the discipline plan, rules, and regulations.
- ☐ Check Edline weekly

STUDENT: It is important that I work to do my best. I will:

- ☐ Attend school regularly and on time.
- ☐ Come to school each day with necessary supplies and materials.
- ☐ Complete all daily and homework assignments.
- ☐ Follow the school rules, and respect myself and others.

- ☐ Be responsible for folders and Agenda Books

TEACHER: It is important that students achieve. I will:

- ☐ Provide challenging instruction and meaningful homework.
- ☐ Hold (at least 2) parent conferences for each student, and join the PTA.
- ☐ Communicate regularly with parents about students' progress.
- ☐ Encourage students to believe, achieve, and succeed.

PRINCIPAL: It is important that students believe, achieve, and succeed. I will:

- ☐ Empower students, parents, and teachers to be active in the school program.
- ☐ Visit classrooms frequently and monitor students' progress.
- ☐ Provide a learning environment at school that is positive, orderly, and quiet.
- ☐ Communicate regularly between home/school and join the PTA.

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

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

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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?**

LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I parent engagement reservation/set-aside. As soon as McDermott Elementary school receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement.

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 2020. Sufficient time will be provided to provide a description/explanation of our parent involvement budget, school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency levels students are expected to meet. (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)

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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?**

Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times. 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@lrsd.org](mailto:kaye.rainey@lrsd.org) for more information.

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, Encouragers, and Mount St. Mary's tutors. (Mary Harden, Counselor 501-447-5504).

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, Co-Presidents PTA)

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.

Due to COVID-19 procedures, parents may have the option to have their child attend school face-to-face, online, or a hybrid of the two. The school will provide at least one digital device to families who need to do online instruction. Through the district, the school will also provide academic curriculum and resources.

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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?**

McDermott Elementary School will plan the following meetings to increase parental involvement and to build staff and parent capacity which include:

Assist families with parenting skills and setting home conditions to support children as students.

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.

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 2020, 5:30 p.m. – 7:00 p.m.)

(Open House/Title I Meeting-September 2020, 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. 8, 2020, 3:05p-6:05p and Oct. 9, 8:00am-12:00 pm and on Feb. 18, 2021 from 3:05-6:05pm, Feb 19 8:00a-12:00pm).

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)

LRSD District Parent Specialist, 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. For more information, contact Tammy Blaylock, ViPS Coordinator, 447-4455, tamara.blaylock@lrdsd.org or Kaye Rainey, District Parent Specialist at 501-447-3358 or email kaye.rainey@lrdsd.org.

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 8:00 am – 2:35 pm

McDermott Mixer August 2020 / 5:30pm – 7:00 pm

Title I Meeting September 2020/5:30 pm-6:00 pm

Open House September 2020/6:00 pm-7:30 pm

International Peace Day Assembly September 2020/1:30 pm

Anti- Bullying Assembly September 2020-9:00 am-10:00 am

Scholastic Book Fair October 2020/ 8:00 am -3:00 pm

Grandparent's Day October 2020

Parent Teacher Conferences Oct. 3:00-6:00 p.m., Oct/8:00 am -12:00 pm

Honors Assembly October 2020 / 8:15 am-9:15 am

Stem Night November 2020 / 5:30 p.m.–7:00 p.m.

Holiday Party December 2020 / 1:15-2:15pm

Honors Assembly January 2021 / 8:15 am – 9:15 am

Valentine's Day Parties February 2021/ 1:15 pm-2:15 pm

Parent Teacher's Conferences February 2021/ 3:00 pm-6:00 pm

Parent Teacher Conferences February 2021 /8:00 am-12:00 pm

Black History Assembly February 2021 /1:00 pm–2:00 pm

5th Grade Graduation May 2021 /9:00 am – 10:00 am

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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?**

Teachers, administrators, and school staff will receive ongoing professional development to receive strategies to enhance parent engagement. 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.

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 2020, 5:30 p.m. – 7:00 p.m.)

(Open House/Title I Meeting-September 2020, 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. 8, 2020, 3:05pm-6:05pm and Oct. 9, 8:00am-12:00 pm and on Feb. 18, 2021 from 3:05pm-6:05pm, Feb 19 8:00am-12:00pm).

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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?**

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

McDermott Elementary School is a member of Johns Hopkins University of National Network of Partnership Schools (NNPS). The NNPS School, Family, and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is research based and references six types of involvement: parenting, communicating, volunteering, student learning, decision-making, and collaborating with



the community. To support the six types of involvement, McDermott participates on the LRSD NNPS West School Cluster Team. For more information, contact Shyrletta Wilson, Parent Facilitator 501-447-5550)

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

☐ Attention: Changes Needed!

☒ In Compliance

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**Comments:**

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>	5/29/2020
<b>District Level Reviewer, Title:</b>	Kaye Rainey
<b>District Level Approval Date:</b>	5/29/2020

#### 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
Keona	Johnson	Parent
Verdia	Hence	Teacher
Darris	Grant	Paraprofessional
Nyree	Williams	Instructional Technology Specialist

#### Committee Members, Role:

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

First Name	Last Name	Position
Jennifer	Bulloch	Instructional Facilitator
Virginia	Thompson	Librarian
Kenya	Robinson	Parent/Family Engagement Facilitator
Cynthia	Collins	Principal

#### 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 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 501-952-1006 August 2020
- 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 May 2021
- Meadowcliff will use the information collected to determine which activities to continue or discontinue. Kenya Robinson 447-5621 May 2021
- 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 and Kenya Robinson 447- 5621 August 2020-May 2021
- 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 2020-September 2021
- 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 2020-September 2021
- Meadowcliff Parent Teacher Association will foster parental and community involvement purposes. Edna Perkins 501-952-1006 August 2020-September 2021
- 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 501-952-1006 August 2020
- 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 May 2021
- Providing communication in the language that parents can understand, upon request and to the extent possible. Tonia Weems 447-5604 August 2020
- During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan Kenya Robinson 447-5621 October 2020 and February 2021

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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?**

Title I annual meeting will be held on August 7, 2020 5:00 pm to inform parents of Meadowcliff Elementary participation in Title I and Title I funds allocations. Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. The school shall submit evidence of the Title I Meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office November 2020. Cynthia Collins 447-5602 and Kenya Robinson 447-5621 August 2020

### **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 information packets to all parents during Parent/Teacher Conference Days October 8-9, 2020 and February 11-12, 2020. 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. Kenya Robinson 447-5621 October 2020 and February 2021
- Information for parents that don't speak English their packets will be translated into Spanish. Tonia Weems 447-5604 August 2020
- 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. Kenya Robinson 447-5621 August 2020
- 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 2020-May 2021
- 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 2020-September 2021
- 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 2020-May 2021
- Meadowcliff Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model are designed to enhance parent participation and involvement in the school and community. The family model is evidenced, 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, Meadowcliff Elementary participates in the Little Rock School District NNPS Southwest Cluster Team. Kenya Robinson 447-5621 August 2020
- Utilizing the school website and ESchool Plus to communicate pertinent school information. We will use 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 2020-May 2021

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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 8-9, 2020 and February 11-12, 2021

- 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 2020-May 2021
- 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. Nyree Williams 447-5632 August 2020-May 2021
- 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 2020-May 2021 Little Rock School District

Meadowcliff Elementary School 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 that 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 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 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 to parents by providing information about students 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 conference 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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## **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 receives over \$500,000 therefore Meadowcliff receives at least 1% of the school's Title I Part A allocation to assist with parent and family engagement. Meadowcliff will involve and engage parents by sharing the budget for parent and family engagement activities and programs. Parents will be given the

opportunity to provide input into how the funds are used.

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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 plan for coordination of services will be comprehensive and will be incorporated into the school's improvement plan.
- Meadowcliff will take advantage of the community resources for school improvement purposes. Tonia Weems 447-5604 August 2020-May 2021
- Meadowcliff Parent Teacher Association will foster parental and community involvement purposes. Edna Perkins 501-952-1006 August 2020-September 2021 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 2020-May 2021
  - 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 2020-May 2021
  - Meadowcliff will promote and support The Parent Institute, purchase parenting books, magazines, and other informative materials. Kenya Robinson 447-5621 August 2020-September 2021
  - Meadowcliff provides the informational packet information on the process for resolving parental and family concerns step by step. Kenya Robinson 447-5621 August 2020-May 2021
  - 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 2020-May 2021
  - Meadowcliff Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model are designed to enhance parent participation and involvement in the school and community. The family model is evidenced, 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, Meadowcliff Elementary participates in the Little Rock School District NNPS Southwest Cluster Team. Kenya Robinson 447-5621 August 2020

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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?**

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 7, 2020 Cynthia Collins 447-5602 Title I Meeting-August 7, 2020 Cynthia 447-5602 and Kenya Robinson 447-5621 Grandparents' Day Luncheon-

September 11, 2020 Nyree Williams 447-5632 Book Fair-September TBA 2020 Virginia Thompson 447-5606 Red Ribbon Week-October 21 -30, 2020 Tonia Weems 447-5604 Award Assemble-October TBA, 2020 Keysha Griffith 447-5625 Fall Festival-November TBA, 2020 Kenya Robinson 447-5621 Music Program-December TBA, 2020 Stephen Colby 447-5617 Award Assemble-January TBA, 2020 Jennifer Bulloch 447-5624 Math and Literacy Night-Jennifer Bulloch 447-5655 Book Fair-February TBA, 2021-Virginia Thompson 447-5606 Muffins for Mom-May 7, 2021 Kenya Robinson 447-5621 5th grade Promotion-May TBA, 2021 Pam Allen 447-5623 Field Day Volunteers Needed-May TBA, 2021 Kenya Robinson 447-5621

- Meadowcliff Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model are designed to enhance parent participation and involvement in the school and community. The family model is evidenced, 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, Meadowcliff Elementary participates in the Little Rock School District NNPS Southwest Cluster Team. Kenya Robinson 447-5621 August 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. Jennifer Bulloch 447-5624 TBA
- Conduct "Parents Make a Difference" sessions at the school's Open Houses held on August 7, 2020 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. Parents will be provided the opportunity to meet their child's teacher to receive information regarding schoolwork. Title I annual meeting held on August 7, 2020 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 2020
- Utilize the services of the Little Rock School District's Parent Specialist. Kaye Rainey 447-3358 August 2020-May 2021
- 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 2020-May 2021
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students. (Fraternities, churches, business etc.) Jennifer Bulloch 501-446-5624 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 2020-May 2021
- Identify local organizations and agencies whose purpose is to assist parents with parenting issues and other matters such as use of Parenting Partners strategies and the ADE-DESE website and tools for parents [www.arkansased.gov](http://www.arkansased.gov). Kenya Robinson 447-5621 August 2020-May 2021

## **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 and build capacity to work with parents as

equal partners. Kenya Robinson 447-5621 October 2020 December 2020 February 2021

- The parent facilitator will provide teachers, administrators, and school staff ongoing professional development to receive strategies to enhance parent engagement. Kenya Robinson 447-5621 November 2020
- Provide a School Checklist Inventory as part of Parent Involvement Professional Development on October 30, 2020. 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 2020
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students.(City Year, fraternities, churches, etc.) Jennifer Bulloch 447-5624 August 2020-May 2021
- 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 and Kenya Robinson 447- 5621 August 2020-May 2021
- Identify parents and family 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 2020-May 2021
- Meadowcliff Elementary provide professional development for the John Hopkins University National Network of Partnership Schools (NNPS) six types of involvement: parenting, communication and volunteering, student learning, decision making and collaborating with the community. Kenya Robinson 447-5621 August 2020

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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 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 or Edna Perkins 501-952-1006 August 2020
- 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 or Edna Perkins 501-952-1006 May 2021
- Meadowcliff will use the information collected to determine which activities to continue or discontinue. Kenya Robinson 447-5621 May 2021
- Utilize the services of the Little Rock School District's Parent and Family Engagement Specialist. Kenya Robinson 447-5621 August 2020-May 2021
- 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 2020-May 2021
- Recruit a variety of mentors and/or tutors to volunteer to work with targeted students.(City Year, fraternities, churches, etc.) Jennifer Bulloch 447-5624 August 2020-May 2021



- 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 and Kenya Robinson 447- 5621 August 2020-May 2021
- 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. The plan will be incorporated into the school's improvement plan. Kenya Robinson 447-5621 August 2020-May 2021
- Meadowcliff Elementary is a member of the Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership Model are designed to enhance parent participation and involvement in the school and community. The family model is evidenced, 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, Meadowcliff Elementary participates in the Little Rock School District NNPS Southwest Cluster Team. Kenya Robinson 447-5621 August 2020

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

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#### District Feedback

- ☐ Attention: Changes Needed!
- ☒ In Compliance
- 

#### Comments:

AR  
 Otter Creek Elementary School (Little Rock School District)  
 16000 Otter Creek Parkway  
 Little Rock AR 72209  
 501-447-5800

### School Parent and Family Engagement Plan

<b>School Name:</b>	Otter Creek Elementary
<b>Facilitator Name:</b>	Karyna Johnson
<b>Plan Review/Revision Date:</b>	5/27/2020
<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
Wendy	Minor	Principal
Karyna	Johnson	Teacher/Parent Facilitator
Dawna	Hawkins	Secretary
Amal	Harrison	Speech Therapist
Felicia	Hayes	Academic Interventionist
Christina	Rockwell	Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Roxanne	Hester	Parent
Norman	Steward	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?**

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. We believe our mission will be accomplished through collaboration, shared leadership, parental involvement, positive school climate, and an engaging learning environment. In order to achieve our goals, we have these nine collective commitments:

1. Maintain a safe and engaging environment full of respect, collaboration, and independence.
2. Work collaboratively and implement research, proven strategies.
3. Hold high expectations for student achievement and character while including students in the process to make responsible choices for their lives and learning.
4. Provide diverse, quality communication to include translation to parents preferred language.
5. Build positive relationships with all stakeholders.
6. Monitor the achievement of students individually and use results to guide processes of continuous improvement.
7. Make data-driven decisions.
8. Accept responsibility for all students learning and reaching their potential.
9. Treat all teachers, students, and staff as family.

Furthermore, Otter Creek commits to including parents in the following ways:

- Parents will be part of writing and approving the Parent & Family Engagement Plan.
- Otter Creek will engage parents and families in the annual evaluation of the parent and family engagement efforts through using a comprehensive 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.
- 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.
- 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.
- Otter Creek will use the information collected to determine which activities to continue or discontinue.
- Karyna Johnson 447-5832

Otter Creek will:

- Utilizing the services of the Little Rock School District's Parent and Family Engagement Specialist. Karyna Johnson 447-5832
- Provide information 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 family 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

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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?**

Otter Creek hold its annual Title I meeting at the beginning of the school year with parents and teachers in order 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. Otter Creek Elementary. 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. Otter Creek's Annual Title 1 meeting will be held in early September. Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

The agenda and sign-in sheet for this meeting are generated separately from any other events and a copy of the Annual Title I Meeting Verification Form will be completed and uploaded to Title I Crate November 2020.

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, and by having a P.T.A that fosters parent and community support. The contact person for the above events are: Dawna Hawkins, 447-5803, Karyna Johnson, 447-5832, Wendy Minor, 447-5802

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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?**

Otter Creek Elementary will be governed by the following statutory definition of parent and family engagement and will carry out programs, activities and procedures in accordance with this definition: Parent and family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities. Otter Creek Elementary will provide opportunities for parents to be involved in the development, implementation, and evaluation of the school wide school improvement plan, the parent and family engagement plan, and the Annual Title 1 meeting, to engage them in the decision-making processes regarding the school's Title 1, Part A program.

Families will receive the information packets on campus, where teachers would distribute packets to students. Also, the packets reminders could be included in our school newsletter, Facebook, and Class Dojo. The informational packets will be translated in Spanish for our Hispanic parents which is our largest minority population on campus. On LRSD parent conferences, October 2020 parents will be able to receive and sign off on the informational packets and may have the opportunity to view the District's Parent & Family Engagement Plan. Otter Creek Elementary 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. Otter Creek Elementary Annual Title 1 meeting will be held September 2020. 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: Dawna Hawkins, 447-5803, Karyna Johnson, 447-5832, Wendy Minor, 447-5802

Otter Creek will communicate with parents to increase parent and family engagement and to support classroom instruction in the following ways:

- All materials will be sent home in the students' language of preference whenever possible.
- 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.
- Our school encourages regular two-way communication between staff and parents about students' achievement using both written materials and face-to-face communication in parents' language.

Teachers strive to 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?**

Otter Creek Elementary will work with parents to update the School-Parent-Teacher Compact.

This compact is a commitment among 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. Otter Creek Elementary 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). They all agree that this compact outline 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 academic growth on the Arkansas state's high standards assessments

Otter Creek Elementary will use feedback from parent surveys to evaluate activities parents feel will be most beneficial in supporting their children academically. Information gathered from the surveys will allow Otter Creek Elementary to offer specific, relevant life-skill workshops that will empower parents to improve their quality of the student education. Parent surveys will be given twice a year and each workshop will be evaluated to determine the overall effectiveness.

Little Rock School District

Otter Creek Elementary School

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 that 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 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 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 to parents by providing information about students' 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 conference 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: \_\_\_\_\_

Distrito Escolar de Little Rock

Otter Creek Elementary

Compacto de Aprendizaje del Hogar/Escuela

Nombre del Estudiante \_\_\_\_\_ Grado \_\_\_\_\_

Acuerdo de Padre/Tutor Fecha: \_\_\_\_\_

(Cualquier padre que quisiera ayudarlo 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:

- \_\_\_ Vere 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.
- \_\_\_ Apoyare los esfuerzos de mi hijo/a y estare disponible para preguntas.
- \_\_\_ Estar al tanto de los que esta aprendiendo mi hijo/a.
- \_\_\_ Leerle a mi hijo/a y dejarlos que me vean leer a mi.
- \_\_\_ Asistir a las conferencias de padres y abeturas de la escuela.

Firma: \_\_\_\_\_

#### Acuerdo del Estudiante

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

- Asistir a la escuela regularmente.
- Venir a la escuela con plumas, lapices, papel y otras necesidades para aprender.
- Completar y regresar last areas asignadas.
- Observar horas de studio regulares.

Ajustarme a las reglas de conducta.

Firma: \_\_\_\_\_

Acuerdo del Maestro/a

Es importante que los estudiantes sean exitosos. Por lo tanto me esforzare 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 informacion sobre el progreso del estudiante.

Usar actividades en el salon para hacer el aprendizaje mas agradable.

Firma: \_\_\_\_\_

Acuerdo del Director

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

Proveer un ambiente que permitira comunicacion positive entre maestros, padres y estudiantes.

Alentar a los maestros para que asignen tareas regularmente que refuercen la instruccion del salon.

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?**

Otter Creek Elementary engages parents in decision making regarding the allocation of its Title 1, Part A funds for parent and family engagement. 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. LRSD receives more than \$500,00 in Title I Part A allocation for eligible students, therefore Otter Creek Elementary will receive 1 percent from the Districts Parent & Family Engagement allocation to support the parent and family activities. As soon as Otter Creek Elementary receives the annual parent and family engagement allocation, we will provide an update and opportunity for parent feedback. Contact: Dawna Hawkins, 447-5803, Karyna Johnson, 447-5832, Wendy Minor, 447-5802

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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?**

- Otter Creek will have a parent and family center with easy accessibility to parents. It is located at the foyer of the building by the office and is available for parents use during school hours or after school. There are two



computers dedicated to parents as well as a modest parent library. We have a bilingual paraprofessional who is available to assist parents who do not speak English as a first language. The Parent Center is open from 7:45 to 2:00. The parents can use the computer to check their child's progress e-school and visit educational websites. Also, parents can check out student packets. Dawna Hawkins 447-5800

- 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.
- 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 partners with various community organizations to provide additional supports to families. Some of those organizations are: The Encouragers, Geyer Springs Baptist Church, Otter Creek Community Church, Cici's Waffles and Chicken, and others. Dawna Hawkins 447-5803
- Otter Creek has a thriving PTA that is very active in the school and sponsors many events during the school year. The PTA also provides funding for mini grants for teachers, costumes for school programs, field trips, and sponsoring students in need.
- 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.
- 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 is a 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 Otter Creek Elementary School collaborates with the LRSD Southwest NNPS School Cluster Team to enhance parent, family and community engagement.

The information above is also included in the Otter Creek Elementary School Improvement plan. Contact: Karyna Johnson 501 447 5832

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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?**

Otter Creek will build the capacity of parents in the following ways:

- 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.

- 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. Ronald Chargois 447-5860
- 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.
- Parents will receive information about the school curriculum during the Back to School Bash, Math and Literacy Night, and at Parent teacher conferences.
- During Conferences and school events parents will also receive: 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, strategies, and explanations of homework and grading procedures. Contact: Classroom Teachers.
- Providing Arkansas Academic Standards
- Otter creek Elementary Teachers will schedule a minimum of two parent/teacher conferences to discuss academic achievement and have all parties sign (teacher, parent, student, principal) a 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. Parent/Teacher Conferences are in October and February.
- Otter Creek Elementary is a 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 Otter Creek Elementary School collaborates with the LRSD Southwest NNPS School Cluster Team to enhance parent, family and community engagement.

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 2020 Contact person: Dawna Hawkins 447-5800.
- Fall Book Fair- September 2020. Contact person: Sandra Courtois Lawrence 447-5806.
- Parent Conference Days- October 2020 and February 2021 Wendy Minor, 447-5802.
- Title I Parent Meeting- September 2020 Contact person: Karyna Johnson 447-5832.
- Math/Literacy/ESL Night-. September 2020 Contact person: Dawna Hawkins 447-5800.
- Red Ribbon Week-October 2020. Contact person: Malorie Turner, 447-5804.
- P.T.A. Fall Dance September 20, 2020: Christina Rockwell (PTA Vice-President) Christina Rockwell, 447-5815.
- VIPS Reading Day- November 2020 Contact person: Dawna Hawkins 447-5800 Laquita Steward 447-5847.
- Fall Book Fair- Contact person: Sandra Courtois Lawrence 447-5806.
- Science Fair Information Night- November 2020 Contact person: Karyna Johnson, 447-5832.
- Spring Book Fair- Spring/2021 Contact person: Margaret Wang, 447-5829.
- VIPS Luncheon- Spring/2021 Contact person: Malorie Turner, 447-5804.
- PTA Winter Ball February 2021 Contact person: PTA, Laquita Steward 447-5847.
- Kindergarten Awards & Musical- May 2021 Contact person: Karyna Johnson, 447-5832.
- Quarterly Awards Ceremonies K-5, 1st quarter October 2020- TBA Contact person: Wendy Minor, 447-5802.
- Career Fair- spring 2021 Contact person: Malorie Turner-Carr 447-5804.
- Field Day- May 2021 Contact person: Tim Scarborough, 447 – 5812.
- Fifth grade graduation: May 2021 Contact person: Wendy Minor, 447-5802.

- Music Programs- 3rd grade: March 20`21  
1st grade: December 2020  
4th grade: February 2021  
2nd grade: December 2020  
Kindergarten: May 2021  
5th grade : May 2021  
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 2020 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.

## **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?**

Otter Creek Elementary School offers a uniquely focused literacy and language program for current and future students. Administration, teachers, and staff will be provided ongoing professional development so that students will be immersed in multiple modalities of language and literacy-rich learning. Programs will support all students in developing a strong base of foundational literacy and reading skills. A school-wide intervention time is also in effect for literacy. The curricular design provides: 1) opportunities for students to learn skills in meaningful ways using research-based instructional models; 2) intensive intervention to struggling students; and 3) a rigorous instructional program which engages students in a relevant and responsive curriculum that affords them opportunities to become critical thinkers using the knowledge and skills they have been taught. The instructional design will be characterized by Literacy across the Curriculum; Comprehensive Response-to-Intervention (RTI); and Integrated Differentiation, and a school-wide intervention time. These strategies will be implemented and coordinated to build partnerships between the home and school. To the extent practicable, parents will receive information in a format and language they can understand.

## **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?**

Otter Creek Elementary 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 evaluates the success of the activities suggested by parents as part of the annual parent and family engagement plan evaluation. Dawna Hawkins, 447-5803, Karyna Johnson, 447-5832, Wendy Minor, 447-5802

Otter Creek 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 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, Otter Creek Elementary participates on the LRSD NNPS Southwest School Cluster Team.

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. For more information contact Karyna Johnson 447- 5832.

Type 1: Parenting: Assist families with parenting and child-rearing skills, understanding child and adolescent development, and setting home conditions that support children as students at each age and grade level. Assist schools in understanding families.

Type 2: Communicating: Communicate with families about school programs and student progress through effective school-to-home and home-to-school communications.

Type 3: Volunteering: Improve recruitment, training, work, and schedules to involve families as volunteers and audiences at the school or in other locations to support students and school programs.

Type 4: Learning at Home: Involve families with their children in learning activities at home, including homework and other curriculum-related activities and decisions.

Type 5: Decision Making: Include families s participants in school decisions, governance, and advocacy through PTA school councils, committees, action teams, and other parent organizations

Type 6: Collaborating with the Community: Coordinate community resources and services for students, families, and the school with businesses, agencies, and other groups, and provide services to the community.

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

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### **District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
-

**Comments:**

Very well done. Thank you.

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>	
<b>District Level Reviewer, Title:</b>	Kaye Rainey, LRSD Parent 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
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?**

Parents are involved in the development of the school parent and family engagement plan. They are on the committee to review, update, and improve the plan each fall. Family Engagement Committee members developed plan, meet in committee to plan each Family Engagement Night for the semester. Surveys are sent out to all families to see what kind of events they would like provided. For each event, sign-ups are sent to all families to solicit help for each event with a variety of times and roles. Parent comments will be submitted to the district if Title I school wide plan is not satisfactory. Regular meetings will be addressed if requested by parents.

#### **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?**

Our annual Title I meeting will be held in September of 2020 in the auditorium in the evening. Parents will be informed of the Title I requirements, how the budget will be spent, and parent rights under Title 1.

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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 Family Engagement policy and packet will be distributed in the parent center during the annual Title 1 meeting as well as displayed on our school website. All family events will also be posted on our school Facebook page, sent home on paper in both English and Spanish. Each event notification will include contact information for the parent facilitator. Events will be recorded and posted on our Facebook page and uploaded to our YouTube page. PTA meetings and events will be offered at different times of the day to allow for participation of various schedules. The parent survey from 2019-2020 will be utilized to plan events including the type of events and times of day that are most requested.

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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?**

Preferences about format, time, and events will be analyzed from school climate survey.

Family Engagement Committee will be formed with parent input to plan events and ensure that parents and staff share the responsibility for our students' achievement.

Parent Teacher conferences will be held at a minimum of twice a year and include morning and evening conference times.

A variety of communication tools will be used to convey information: letters, social media, phone calls

Committee seats will be open to all parents and advertised during registration

For each event, volunteer roles will be sent to all families with a variety of tasks and times to volunteer as well as to visit special events in classrooms.

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:

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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?**

Little Rock School District's 2020-2021 preliminary Title I, Part A allocation was greater than \$500,000.00, therefore our school will receive its share of the required 1% reservation. The parents of PHE will be provided the opportunity to provide input regarding the use of the funding.

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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?**

When planning for events, the Family Engagement Committee will enlist the help of the community and PTA as it pertains to our events; whether supporting academic goals or parenting skills. The PTA will meet to set the calendar of school events and how to allocate funds.

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](mailto: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?**

Family Engagement committee, composed of staff and parents, will plan and host two family nights during the school year. Fall Family Night will host speaker to address parenting skills Spring Family Night will explain standards and test taking and instructional materials to support students Parent Teacher conferences will be held at least twice a year at varying times Funds will be used to directly impact academic support for families (books, science supplies, math manipulatives) for students to take home.

Other Strategies and Activities:

- 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.

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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 Family Engagement Committee works with the PTA to provide training and academic assistance through Family Events. First semester is focused on parenting skills; hosting a speaker for teachers and parents, and second semester is focused on academic achievement, materials, and explanation of standards and how to support children with the materials. The needs addressed will be based on climate survey results. The school and district will provide training and access to training for professional development requirements to be met throughout the school year.

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.

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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?**

For our Family Night focused on parenting skills, children are supervised by teachers to ensure the parents are able to fully participate in the workshop.

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

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- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

Arkansas: Little Rock School District  
Don R Roberts Elementary  
16601 LaMarche Drive  
Little Rock AR 72223  
501.447.8311

### 2020-2021 School Parent and Family Engagement Plan

School Name:	Roberts Elementary
Facilitator Name:	Allison Weatter
Plan Review/Revision Date:	DRAFT: 5.15.20/REVISED: 5.29.20
District Level Reviewer, Title:	
District Level Approval Date:	

#### Committee Members, Role:

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

First Name	Last Name	Position
Steven	Helmick	Principal
Nathalie	Coulter	Assistant Principal
Julie	Stewart	Assistant Principal
Allison	Weatter	Counselor and Parent Facilitator
TBD	TBD	Counselor
Jennie	Coy	Tech Specialist
Jill	Johnson	Library Media Specialist
Danny	Albright	Parent and Top Dog (pending)
DeDe	Helbig	Parent and PTA President (pending)

#### 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.)*

#### **Don R Roberts Elementary will engage parents and families by:**

- 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.
- Asking parents to participate on the School Improvement Plan Committee contact Steven Helmick at 447-8302.
- Upon request and to the extent possible, Roberts Elementary will provide communication in the language that parents can understand.
- During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & 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 7 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 Weatter at 447-8311.

## **2020-2021 School Parent and Family Engagement Plan**

### **2: Annual Title I Meeting** - N/A our school is no longer Title 1

*(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.)*

### **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.)*

#### **Don R Roberts Elementary will engage parents and families by:**

- Providing informational packets that include 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 way 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 home, e-mails, etc).
- Distributing a monthly newsletter to families that is developed with participation of the parent-school organization, principal, staff and parent/family volunteers. It includes information regarding the availability of the parent and family engagement plan and information packet, 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 showcase a 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 email to communicate with members of the school staff. Jennie Coy is responsible for the school's website. You may contact her at 447-8332. Monica Hughes has login information for HAC. You may contact her at 447-8348.
- 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

### **2020-2021 School Parent and Family Engagement Plan**

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 Weather 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 Weather at 447-8311.
- Newsletters and Messages on Parent Links from the school will inform parents that this information is readily available. Due to the over 20 languages in our building, if there is a language issue, the staff will work with that individual family to help them receive the message in a way that they are able to comprehend. Roberts Elementary has purchased a program called ELSA, to help with translation services. PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE.
- 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.

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

*(Describe/List the process the schools will follow to jointly develop with parents 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 continuously 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.



## **2020-2021 School Parent and Family Engagement Plan**

### Roles of Parents, Students, and School

#### School Responsibilities

The Roberts Elementary School will:

1. 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.
2. 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.
3. Provide parents with frequent reports on their children's progress.
4. Provide parents and families reasonable access to staff. Contact any staff member using the phone roster or email to schedule an appointment.
5. Provide parents and families opportunities to volunteer and participate in their child's class and to observe classroom activities.

#### Parent/Family Responsibilities

Parents and families are encouraged to support their children's learning in the following ways:

1. Monitoring attendance.
2. Ensuring that homework is completed.
3. Monitoring the amount of television children watch.
4. Volunteering in their child's classroom.
5. Participating, as appropriate, in decisions relating to my child's education.
6. Promoting positive use of my child's extracurricular time.
7. 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.

#### Student Responsibilities

Students are expected to share the responsibility to improve academic achievement and achieve the state standards. Students will support their academic achievement by doing the following:

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

#### **5: Reservation of Funds** TBD based on district allocation

*(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.)*

If Roberts receives any funding from the district, a meeting will be held with families and staff to determine how to best utilize these funds. Initial thoughts are to utilize funds for our Roberts Family Conversation events that focus on topics related to our families and students (such as internet safety, mental health, and conflict resolution). Another possibility is to use the funds towards the translation service, ELSA, that our school provides.

## **2020-2021 School Parent and Family Engagement Plan**

### **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.)*

- Don R Roberts will provide a list of volunteer opportunities and solicit 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 the counselor 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.
- Roberts is committed to the establishment of an active PTA. If interested in joining the Roberts PTA, membership forms are located in the front office and on the Roberts websites: [www.robertseagles.org](http://www.robertseagles.org) and [www.robertsrocks.org](http://www.robertsrocks.org). There are many functions that require assistance, and ALL volunteers are welcome. All families are encouraged to become involved in this association. The first PTA meeting for 2020-21 is **DATE**; membership dues start at \$5.00.
- 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.

### **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.)*

Don R. Roberts Elementary will build the capacity of parents and families by:

- Utilizing the "Six Types of Involvement: Keys to Successful Partnerships" from John Hopkins University. This information can be found in the school's family engagement packet.
- 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. Our Math and Literacy Carnival will be held **DATE**. 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,

### **2020-2021 School Parent and Family Engagement Plan**

expectations, curriculum, and opportunities for parent and family engagement. Our Meet the Teacher is scheduled for **DATE**. 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 **DATES**.
- Providing various activities to engage parents and families and build upon home to school partnerships. The activities are listed in the Parent & Family Engagement Information Packet. This packet is displayed on our webpage [www.robertseagles.org](http://www.robertseagles.org) and [www.lrsd.org](http://www.lrsd.org).
- Making parenting materials 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.
- Providing families the opportunity to check out materials, use the computer to check grades, and visit educational websites.
- Encouraging parents/families to view and contribute to the school improvement plan.
- Providing informational packets 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...).
- Providing 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 and Family Engagement Plan during parent teacher conferences.
- Offering an evaluations survey 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.
- 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 7 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.

### **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.)*

#### **Don R Roberts will build capacity of school staff by:**

- Providing educators and administrators the opportunity to receive ongoing professional development to continue, build, and sustain partnerships with parents and families.
- Providing a welcoming space in the Parent and Family Center for families and staff to meet collaboratively. The Parent Center is located on the first floor to the right of the main entry.
- 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

### **2020-2021 School Parent and Family Engagement Plan**

any needed assistance or encouragement. Our Math and Literacy Carnival will be held **DATE**. 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 **DATE**. 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 **DATES**.
- 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. This packet is displayed on our webpage [www.robertseagles.org](http://www.robertseagles.org) and [www.lrsd.org](http://www.lrsd.org).

#### **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)**

AR  
 Romine Elementary 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>	Debra Sloan and Dequonce Marbury
<b>Plan Review/Revision Date:</b>	
<b>District Level Reviewer, Title:</b>	Mrs. Kaye Rainey, District 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
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
Arthur	Locke	Parent
Louis	Portlock	Community Members
Debra	Sloan	Parent Facilitator
Dequonce	Marbury	Parent Facilitator
Holly	Bennett	Pre K Teacher
Yvonne	Roach	4th Grade Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Cecile	Jones	Special Education Teacher
Teresa	Knapp-Gordon	Media Specialist

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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

2020-2021 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 Facilitators: Debra Sloan, Dequonce Marbury

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

Debra Sloan, Parent Facilitator

Dequonce Marbury, 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

Yvonne Roach, 4th Grade Teacher

Cecile Jones, Special Education Teacher

Teresa Knapp-Gordon, Media Specialist

Arthur Locke, 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), school wide events calendar and monthly lunch menu ; ParentLink messages by phone and email (Debra Sloan, 447-6321), posting grades weekly on eSchool, providing information

of events and activities on the district and school webpages (Debra Sloan, 447-6321) and posting events on the school Twitter, Instagram, and Facebook pages, as well as Class Dojo (Teresa Knapp-Gordon, 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 20, 2020 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. The school will conduct an Annual Title I meeting on September 17, 2020 for parents. The school will hold an orientation for parents at each grade level to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan. Teachers will hold parent conferences individually to discuss student's progress and goals on October 8-9, 2020 and February 11-12, 2021. 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. Teachers will collaborate and discuss with parents their child's progress in class including 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 assistance, field trip chaperones, lunch time, etc. Parents may also volunteer in various ways during the Scholastic Book Fair, Grandparent's Day, hall monitors, Honors Award Assemblies, 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 Fest (Yvonne Roach, 447-6347), and/or Community Helpers Day.

(INDISTAR: #6 & 9 – COORDINATION & DISCRETIONARY) Parents will be informed through the ParentLink messages, Facebook, Instagram, Twitter, ClassDojo, Schoology, emails and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Teresa Knapp-Gordon, 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), (Teresa Knapp-Gordon, 447-6306) Guest Readers (Teresa Knapp-Gordon, 447-6306) and Career Day, Andrea Brooks (447-6304). 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 2020 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 20, 2020 Open House Tyrone Harris, 447-6302

August 27, 2020 Schoology Training for parents

September 17, 2020 Annual Title I Meeting, Debra Sloan/Dequonce Marbury, 447-6321, 447-6314

October 5 – 9, 2020 Scholastic Book Fair Teresa Knapp-Gordon, 447-6314

November 19, 2020 Fall Fest Yvonne Roach, 447-6347

Fall 2020 Math and Literacy Night Kim Romain, 447-6300 Carletta Burchette, 447-6300

November 2020 – December 2020 Parent Partners Meetings, Yvonne Roach

October 26-30, 2020 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 8-9 2020 and sent home to the parents who were unable to attend conferences.

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine will hold its Title 1 annual meeting on September 17, 2020 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 2020. 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). Resources are available inside the Romine Parent Center located in room #9. 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 Facilitators, Debra Sloan (447-6321), Dequonce Marbury (447-6314) 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, 2020 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 school parent facilitators 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, Instagram, 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 (Teresa Knapp-Gordon, 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 will conduct its Annual Title 1 meeting on September 17, 2020 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 Facilitators: Debra Sloan(447-6321), Dequonce Marbury (447-6314).

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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 will conduct its Annual Title 1 meeting on September 17, 2020 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 (Debra Sloan, 447-6321) (Dequonce Marbury, 447-6314).

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine will hold its Title 1 annual meeting on September 17, 2020 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 2020. 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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## **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 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, Instagram, and Facebook pages, Schoology as well as Class Dojo (Teresa Knapp-Gordon, 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 2020, and the Spring of 2021 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 20, 2020 Open House Tyrone Harris, 447-6302

August 27, 2020 Schoology Training for parents

September 17, 2020 Annual Title I Meeting Debra Sloan, 447-6321, Dequonce Marbury 447-6314

October 5-9, 2020 Scholastic Book Fair Teresa Knapp-Gordon, 447-6306

November 19, 2020 Fall Fest Yvonne Roach, 447-6347

Fall 2020 Math and Literacy Night Kim Romain, 447-6300 Carletta Burchette, 447-6300

November 2020 – December 2020 Parent Partners Meetings, Yvonne Roach, 447-6347

October 26-30, 2020 Red Ribbon Week, Andrea Brooks, 447-6304

(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 (Fall, 2020 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.

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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?**

(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 8-9 2020 and sent home to the parents who were unable to attend conferences.

**ROMINE ELEMENTARY SCHOOL Parent/Student/School Compact 2020-2021**

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. Establish a scheduled time for students to log on to Schoology and facilitate student completion of virtual assignments.
- Read school notices and check student work nightly.
- Check student progress and grades on eSchool and Schoology daily.
- 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. During Virtual Learning, will log on daily and complete assignments in a timely manner.
- 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.

**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. Provide Virtual Instruction through Schoology.
- Promote student decision-making, self-confidence, and responsibility.
- Assist parents with online technology, such as MyOn, Lexia, Rosetta Stone, Schoology, and eSchool.
- 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 funds to support parent and family engagement activities and programs. Parents 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, Instagram, Twitter, ClassDojo, emails, Schoology and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Teresa Knapp-Gordon, 447-6306). 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 quarter.

(INDISTAR: #2 & #6 – ANNUAL TITLE I MEETING & COORDINATION OF SERVICES) Romine will hold its Title 1 annual meeting on September 17, 2020 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 2020. 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, use Schoology 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 #9. Parents will be encouraged to take free materials from 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, Debra Sloan (447-6321), Dequonce Marbury (447-6314) to schedule use of the room) as well as have access to the computers. 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 2020 and Spring of 2021 to instruct parents on how to incorporate developmentally appropriate learning activities in the home environment. The school will provide training for parents on how to use Schoology to facilitate with virtual instruction. 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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Honors Award Assemblies, 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 Fest (Yvonne Roach, 447-6347), and/or Community Helpers Day, Spring 2021

## **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), (Teresa Knapp-Gordon, 447-6306) Guest Readers (Teresa Knapp-Gordon, 447-6306) and Career Day, Andrea Brooks, 447-6304. 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 12, 2020 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 will schedule a training for parents on the new learning management system, Schoology on August 27, 2020. Romine's teachers will schedule and conduct four Parent/Teacher conferences days on October 8-9, 2020 and February 11-12, 2021. Teachers will collaborate and discuss with parents their child's progress in class including 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 assistance, field trip chaperones, lunch time, etc. Parents may also volunteer in various ways during the Scholastic Book Fair, Grandparent's Day, hall monitors,

Honors Award Assemblies, 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)

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(INDISTAR: #8 – STAFF CAPACITY) The school's principal has identified school parent facilitators 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 Facilitators: Debra Sloan, Dequonce Marbury

(INDISTAR: #6 & 9 – COORDINATION & DISCRETIONARY) Parents will be informed through the ParentLink messages, Facebook, Instagram, Twitter, ClassDojo, emails and website updates about opportunities to volunteer in the schools (Debra Sloan, 447-6321 and Teresa Knapp-Gordon, 447-6306). 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 quarter.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

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>	Kaye Rainey, LRSD - Parent 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
Phillip	Carlock	Principal
Barbara	Griggs	Assistant Principal
Martina	McCoy	Gifted & Talented Teacher
Ruffian	Payton	Kindergarten - 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	Fourth 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 was 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 at various times and locations). Learning at Home (Support families at home with resources and supports for homework and other curriculum-related activities). Decision-Making (Include families as participants in school decisions, develop parent leaders and representatives as role models); and Collaborating with the Community (Coordinate resources and services from the community to families, students, and the school, and offer supports from families, students and the school service 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 our Annual Title I meeting. We discussed The school theme, practice and Compact for the year, Title 1 funding allocations for the school year, our school curriculum, academic assessments, PBIS behavior expectations, and how our parents can obtain resources needed for student success and provide feedback to administration throughout the school year.

The principal, teachers, and parents helped to update School-Parent-Compact which is distributed to parents in August of each school year, at the Student Registration "Check-In", and when new families enter the 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 to provide feedback. Parents can participate and access school computers in the library and parent center parents to share comments and suggestions for follow-up.

Our school Facilitator collaborates with parents and faculty to provide academic tutoring and resource options for students and families; 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 for students. Stephens also has a weekend food pantry program that aids in meeting the nutritional needs for our families. Stephens has an in-house bank which 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 meets to discuss the outcomes of the surveys and how to use data to implement, evaluate, and enhance parental engagement in the school. Stephens Parent and Family Engagement

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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?**

Our Annual Title I is to inform parents of the requirements for school participation as well as parent's right to be involved. Stephens will present our parents with school curriculum updates, academic assessment information, funding, and student resource availabilities. The agenda, sign-in sheets, and minutes are on file. The Parent & Family Engagement Information Packet will be available for distribution during the meeting. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting to the Title I Office (November 2020).

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. Parent can also sign-off on the LRSD District Parent & Family Engagement plan during Parent-Teacher conferences.

We must continue to support our Stephens families as we adjust to the "New Normal" and transition into the 2020-2021 school year. School approaches for engaging families must evolve as the District gravitates towards social distancing and alternative methods of teleconferencing with families, such as Webinars, Zoom, and small group gatherings, usually consisting of no more than 10 participants.

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
- 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 Parent and Family Engagement will offer opportunities that consist of innovative approaches to service delivery with the recent COVID-19 pandemic. Stephens Elementary will continue to provide our families with supports and strategies for tackling many seasonal epidemics and challenges as we maneuver throughout the 2020-2021 academic year.

Contact Parent and Family Engagement for resources on preventing barriers to family engagement at 501-447-6475.

- August 2020 Stephens Title 1 Parent Meeting Zoom Meeting 2020-2021 TBA Contact Principal Carlock 447-6400
- August 2020 Stuff the Bus Classroom and Teacher Incentives

Contact Parent & Family Engagement 447-6475

- August 2020 Keeping Stephens Safe "Safe Distancing Practices" TBA Contact School Health Clinic 447-4680
- September 2020 Stephens Back-to-School Kick-off "Open House – New Normal" 4:00 – 6:00 p.m. Limited site, Web or Zoom Format TBA
- September 2020 Community Partners Meeting (Parents Welcome) Web or Zoom, etc. TBA Contact Parent & Family Engagement 447-6475
- September 2020 Title 1 Navigating the "New Normal" in 2020-2021 Web or Zoom, etc. TBA Contact Parent & Family Engagement 447-6475
- October 2020 Check Us Out Tours 9:00 a.m.-1:30 p.m., TBA Contact Principal Carlock 447-6400
- October 2020 Parent Teacher Conferences TBA

Contact Principal Carlock 447-6475

- October 2020 Stephens Bright Stars Restaurant Celebration & National School Lunch Week TBA Contact Stephens Cafeteria Manager 447-6400
- October 2020 Flu Awareness Pickup Line TBA

Contact Ms. Kauffman 447-4680

- October 2020 Stephens Red Ribbon Campaign TBA

Contact Mrs. Morris-Parker 447-6404

or Parent & Family Engagement 447-6475

- October 2020 Harvest Festival Family Night TBA Contact Mrs. Griggs 447-6400
- November 2020 Arkansas Department of Health Stephens Flu Clinic TBA Contact Ms. Kauffman 447-4680
- November 2020 Career Fair Stephens Elementary TBA

Contact Mrs. Shutes 447-6465 Mrs. Morris –Parker 447-6404

- November 2020 We are all in this Together Family Literacy "Showcase" (NWEA MAP Growth- ACT Aspire) TBA

Contact Mrs. Shutes 447-6465

- November 2020 Jane Mendel Reading –Thanksgiving - Parent Focus Team Meeting TBA Contact Principal Carlock 447-6400

- December 2020 Parent Workshop "Students, Parents, Teachers, & Community Building a Working Relationships" TBA

Contact Parent & Family Engagement 447-6475

- December 7 -11, 2020 Penguin Patch- Family Financial Planning 8:30 – 1:40 p.m.

Contact Parent & Family Engagement 447-6475

- December 2020 Family Literacy Night Celebrating a Good Year TBA Contact Mrs. Griggs 447-6400
- January 2021 Stephens Parenting Partner Workshops TBA

Contact Parent & Family Engagement 447-6475

- January 2021 Family Literacy Night "The Other side of the Report Card" TBA Contact Mrs. Shutes 447-6465
- January 2021 Family Literacy Night TBA

Contact Mrs. Griggs 447-6400

- February 2021 Black History Celebration TBA

Contact Parent & Family Engagement 447-6475

- March 2021 Family Literacy Night TBA

Contact Mrs. Barbara Griggs 446-6413

- March 2021 Stephens Career Show Case

Contact Ms. Kauffman 447-4680

- April 2021 Stephens Test Buster Rally TBA

. Contact Mrs. Shutes 447-6465

- April 2021 Family Literacy Night TBA

Contact Mrs. Griggs 447-6400

- May 2021 Family Literacy Night, TNBA

Contact Mrs. Griggs 447-6400

- May 2021 Pre-K Promotional Ceremony TBA Contact Mrs. Buck 447- 6427

- May 2021 Kindergarten Promotion TBA Contact Ms. Payton 447-6476 Fifth Grade Ceremony TBA Contact Ms. Anderson 447-6451
- May 2021 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?**

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.

"Key Steps to Success are Parents, Students, Teacher, and the Community!" Little Rock School District

Home/School Learning Compact

School: Stephens Elementary School Year: 2020-2021 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.
- 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.

## **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 2020-2021 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school will receive our share of the required 1% reservation. As soon as our school receives its annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement. Our parents have multiple opportunities to share their thoughts and expectations regarding the use of these funds.

Contact: Phillip Carlock Principal, (447-6400)

## **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 Watchdogs (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

Community Sponsored School Food Pantry

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.

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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 encourage Staff participation in on going professional learning about Parent, Family and Engagement 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)

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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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☐ In Compliance
- 

**Comments:**

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>	7/31/2020
<b>District Level Reviewer, Title:</b>	Dr. Sheketa McKisick
<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
Stephanie	Franklin	Principal
Nancy	David	Parent Involvement Facilitator
Lori	Diffey	Instructional Technology Specialist
Stacey	Gip	Parent Involvement Coordinator/PTA President
Shay	Bradford	Teacher/Parent
Heather	Blockett	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 Parents will be represented virtually until changes are made. Please refer to the LRSD Learning page for updates.

□ Terry Elementary will involve parents in the development of the school parent and family engagement plan. They will be asked for input and it will be considered for any new things for Terry Elementary. Parents are a very important part of Terry Elementary. To the extent possible, information will be provided in a language that parents can understand.

□ However, we will have all things virtual at this time. A parent survey will be sent out to try and get parent feedback by use of the computer.

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 will be held virtually in September 2020 and another Title I meeting is planned for May 2021(TBA). Stephanie Franklin 447-6502

Items to be 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
- The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting it to the Title I Office by November 2020. During the Annual Title I Meeting, parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

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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?**

\*All information will be done following the LRSD 2020-21 Learning Plan. Please refer to it for updated announcements. To the extent possible, information will be provided in a language that parents can understand

\* Schoology will be taught using an online platform for the 2020-2021 school year. Parents will be able to chose in-person or online learning for their children. Parents will be trained using online classes. Dates and times will be announced when available. Parents will be notified using Class Dojo, Terry Facebook page, phone calls, and by email.

\* 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 with students who will learn virtually will communicate with teachers through Schoology.

\*Parents may communicate with school staff through email, telephone, or Class Dojo.

\* 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. This will be done virtually until conditions change.

\* Upcoming events are shared on Terry Elementary's Facebook page.

\* 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.)

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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**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?**

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

Terry Elementary and the parents of the students participating in activities, services, and programs

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

- o We will show that we care about and have respect for all students' cultural and individual differences. D We will have high expectations for all students, faculty and staff members.
- o We will communicate and work with families to support learning through parental involvement.
- o We will use a variety of teaching strategies to meet the needs of all students.

#### Parent Responsibilities

- o I will talk about school with my child and stress the importance of education.
- o I will make sure my child is prepared and ready to learn with appropriate materials and completed assignments.
- o I will remind my child of the importance of self discipline.
- o I will provide a regular time and place for my child to complete homework and assist him or her if necessary.
- o I will stay aware of school activities, become involved whenever possible, and communicate with my child's teacher on a regular basis.
- o I will bring my child to school on time. (7:40 a.m.)
- o I will pick my child up in the afternoon on time. (2:25 p.m.)
- o I will complete daily class assignments with my child (students using virtual instruction.)

#### Student Responsibilities

- o I will respect myself and others.
- o I will be cooperative and do my best while at school.
- o I will come to school ready to learn each day.
- o I will be responsible for my own work, materials, and supplies.
- o I will listen to my teacher and follow school rules.

This compact is an understanding of cooperation and is not a legal document.

*(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 2020-2021 preliminary Title I, Part A allocation was greater than \$500,000.00 which means that our school will share of the required 1% reservation. As soon as Terry Elem. receives our annual Parent and Family Engagement allocation, parents will be notified of the allotted amount and will have the opportunity to voice how they would like the funds used. 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 will be held virtually in September 2020 and another Title

I meeting is planned for May 2021 (TBA). 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?**

The 2020-21 school year will look different in the way that our school meets with outside sources. Please refer to the LRSD Learning Plan to see updated plans.

Terry Elementary has several community partners that continuously provide help through volunteerism and donations to our school. Nancy David 447-6582

Our Partners are:

- Immanuel Baptist Church
  - ARKids Read
  - Belk
  - Outback Steakhouse
  - University of Ark- Little Rock
  - West Little Rock Rotary Club
- \* 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 2021)

Parent Teacher Association (PTA) is established and is in good standing with National and Arkansas PTAs. \*\* PTA President - Stacey Gip

\*\* PTA Secretary – Maru Jimenes

\*\* PTA Treasurer –Ann Childs

\*\* PTA VIPS Coordinator - Angela Bishop \*\* PTA Historian- TBA

\*\* PTA Volunteer Coordinator- TBA

\*\* PTA Financial Secretary- Shay Bradford \*\* PTA Teacher Liason- Shay Bradford

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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 12th and 13th and February 8th and 9th. The conference will be held virtually in October.

- Schoology will be added to Terry Elementary via Online learning for families that want their children to learn at home. Parents will be trained on Schoology using an online platform. Date TBA
- Terry Elementary will hold 2 parent conferences to share updated information about each student. The first conference will be held October 12th and 13th and will be done virtually using a computer. The second conferences will be held February 8th and 9th. Watch for updates on these.
- \*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)
- \*Parent Trainings – Throughout the year -virtually (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. We will update as soon as it is possible for parents to volunteer. Please check the LRSD learning page and our Dojo/Facebook page for updates.
- 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– postponed this year because of COVID 19.
- Terry World Fest- TBA (Stacey Gip- 447-6503)
- Math Night- Date will be listed on the monthly school calendar. (Leadership Committee 447-6503)
- Parent Conference Days – October 12th and 13th & February 8th and 9th (held virtually until further notice- (Contact your Child's Teacher)
- PTA General Meetings- TBA (PTA President- Stacey Gip 447-6503)
- Red Ribbon Week – (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 10th (Jane Mendel Day) (Tommy Kelly- 447-6506)
- Spring West Cluster Fair- location and date TBA (Nancy David- 447-6582)
  - \* Health Fair- TBA (Nurse Toland- 447-6505)
- Teacher Appreciation Week- May 3-7 (Ronald Armstrong 447-6503)

Six Types of Involvement: Keys to Successful Partnerships: 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) Terry Elementary continues to make changes to make sure that all of these partnerships are being met.

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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 -will be open as soon as we are allowed to invite parents back into the schools. Please follow the LRSD learning page/Terry Elementary Class Dojo/and Terry Elementary Facebook for updates.

Terry's teachers, staff and administration 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. Please refer to our Class



Dojo/Facebook pages for updates.

Six Types of Involvement: Keys to Successful Partnerships: 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) Terry Elementary continues to make changes to make sure that all of these partnerships are being met.

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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)

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

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>	6/30/2020
<b>District Level Reviewer, Title:</b>	Kaye Rainey, District Parent and Family Engagement Specialist
<b>District Level Approval Date:</b>	7/31/2020

#### 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
Delwin	Smith	Assistant Principal

#### Committee Members, Role:

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

First Name	Last Name	Position
Katasha	Hardy	Parent
Liana	Garcia	Parent and Staff Member
Jason	Lanier	Community Representative

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

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

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

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

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

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

#### Fall Activities

- Open House-Walk-through/Parents Make A Difference Session
- K-2 Math/Literacy Night
- K-5 Math/Literacy Night
- Annual Title 1 Meeting
- Parent Teacher Conferences
- Fall Festival
- Charity Dinner
- Class Holiday Parties
- School-Wide Incentive Movie

#### Spring Activities

- Parent Teacher Conferences
- Black History Program
- ELPA- ESL testing
- Valentine's Parties
- ACT Aspire Testing

- Accelerated Reader Ceremony
- Field Day
- Fifth Grade Promotion

The teachers and administrators will provide information to parents about volunteer opportunities during parent conferences and through the school website. A monthly calendar of events will be distributed to all students which will include the monthly lunch menu to assist with nutritional meal planning. A parent volunteer training will be held, September 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)

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, J.L., Sanders, M.G., Simon, B.S., Salinas, K. C., Jansorn, N. R., Van Voorhis, F.L. (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

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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?**

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

### **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?**

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

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

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

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

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

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### **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?**

The Little Rock School District's 2020-2021 preliminary Title I, Part A allocation is greater than \$500,000.00 which means that our will receive its share of the required 1% reservation. As soon as we have our Title I allocation, parents will be notified so that we can determine the best use of those funds for supporting our Parent and Family Engagement activities.

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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)

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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?**

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.

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

### **Fall Activities**

- Open House-Walk-through/Parents Make A Difference Session
- K-2 Math/Literacy Night
- K-5 Math/Literacy Night
- Annual Title 1 Meeting
- Parent Teacher Conferences
- Fall Festival
- Charity Dinner
- Class Holiday Parties
- School-Wide Incentive Movie

## **Spring Activities**

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

## **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)

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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☒ In Compliance

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**Comments:**

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### 2020-2021 School Parent and Family Engagement Plan

School Name:	Washington Elementary
Facilitator Name:	Tonya Sproles
Plan Review/Revision Date:	July 29, 2020
District Level Reviewer, Title:	
District Level Approval Date:	

#### 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
Tonya	Sproles	Counselor/Parent Facilitator
Teffine	Green-Craig	Parent Coordinator
Tamela	Holmes	PTA VP/Parent
Rev. Willie	Hick	Community
LaMonda	Corder	School Nurse
Yvonne	McDaniel	Primary Teacher
Franzetta	McNeil	Intermediate Teacher
Rhonda	Williams	Paraprofessional
Rockefeller	Elementary	New 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.)**

Washington Elementary School will communicate with our parents to support 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 to increase parents and family engagement. 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> May 1, 2019 • Page 3 of 18 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.

### **2020-2021 School Parent and Family Engagement Plan**

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, which includes the Washington's Parents and Family Engagement Plan, contains a list of activities, a list of teachers and the grades they teach, along with the school contact information and will be included in the Parent and Family Engagement Information Packet. Hard copies of the information packet will also be available in the Washington Parent Center. 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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig (501) 447-6700 are responsible for disseminating the Parent and Family Engagement Information Packets.

The Washington Parent and Family Engagement Plan will be developed by the collaboration between individuals on the Parent Involvement Committee which will include parents and other stakeholders. An invitation will be extended to all parents via Washington's various school communications to contribute to the initial development of our Parent and Family Engagement Plan. A survey will be offered in the Spring to invite parents to review, update and improve the Parent and Family Engagement Plan to meet the changing needs of parents and the school.

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 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 2020. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447- 6795

## **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**

## **2020-2021 School Parent and Family Engagement Plan**

### **policy.)**

Washington Elementary School will conduct an Annual Title I Meeting to inform parents of the requirements of Title 1 and Washington's participation in the Title I, Part A Program. A copy of the LRSD Annual Title 1 Certification form will be submitted to the Title 1 office by November 2020. Washington Elementary School provides Title I services school wide so all parents will be invited to participate in Title I events September 2020. Parents will have the opportunity to receive a copy of the 2020-21 Parent & Family Engagement Information Packets. For more information, contact Aleta Branch (501) 447- 6702, Hazel Harris (501) 447-6795 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

### **3: Communications**

Washington will communicate and collaborate virtually with parents to inform them of parent conferences, events and other important activities via the LRSD virtual education platform, Schoology. We will refer parents to the Washington Ready for Learning Plan as well as the LRSD Ready for Learning Plan for specific information regarding the guiding principles that address our response to the current Covid 19 pandemic.

## **Washington Elementary School Calendar of Activities 2020-2021**

### **Activity Date, Time, and Contact Person**

Grandparents' Day September 2020 Lunch Times Tamela Holmes 447-6700  
SIP/Title I Parent Meeting September 2020 5:30 – 6:00 pm Aleta Branch 447-6700  
Scholastic Book Fair September 2020 8:00 – 3:30 pm Betty Larry 447-6706  
Open House September 2020 6:00 – 7:30 pm Aleta Branch 447-6700  
Check Us Out Tours October 2020 9:00 – 1:00 pm Tonya Sproles 447-6763  
Parent Conference Days October 2020 3:00 – 6:00 Classroom Teachers 447-6700  
Eat Lunch with Your Child October 2020 Lunch Times Classroom Teachers 447-6700  
Honor Roll Assembly October 2020 1:00 pm Tonya Sproles 447-6763  
Fall Festival November 2020 5:30 – 7:30 pm Tamela Holmes 447-6700  
Veterans Day November 2020 8:00 am Tonya Sproles 447-6763  
Open Enrollment December 2020, 2019 8:00 – 3:00 pm Phyllis Ellis 447-6700  
Winter Classroom Parties December 2020 1:00 – 2:00 pm Classroom Teachers 447-6700 Muffins For Moms  
Donuts For Dads January 2021 7:15 – 8:15 am Parent Center Tonya Sproles 447-6763  
Honors Assembly January 2021 3-5 1:00 K-2 1:30 Tonya Sproles 447-6763  
3-5 Winter Ball January 2021 5:30 – 7:30 pm and K – 2 Sweetheart Ball February 2021 5:30 – 7:30 pm Tamela



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### **2020-2021 School Parent and Family Engagement Plan**

Holmes 447-6700

Black History Program February 2021 Tentative 1:00 – 2:00 pm Latoyya Hunter 447-6767 Valentine's Day Parties February 2021 1:00 – 2:00 Classroom Teachers 447-6700

Parent Conference Days February 2021 3:00 – 6:00 pm 2/21 8:00 – 12:00 pm Classroom Teachers 447-6700 Act Aspire Prep Night March 2021 Tentative 5:30 – 6:30 pm Tonya Sproles 447-6763 Alycea Wilkins 447-6762 Kim Washington 447-6750

Computer Power Day/Central East Cluster Event March 2021 8:00 – 3:00pm Tonya Sproles 447-6763 Teffine Green-Craig 447-6700

Honors Assembly/Tribute to BTW April 2021 1:00 – 2:00 pm Tonya Sproles 447-6763 Aleta Branch 447-6700 Betty Larry 447-6706

Wildcat Drummers Concert April 2021 1:00 – 2:00 pm Joyce Johnson 447-6758

Mother's Day Celebration May 2021 Lunch Times Teachers 447-6700

Talent Show May 2021 1:00 pm Joyce Johnson 447-6758

Field Day May 2021 8:00 – 2:00 pm Franzetta McNeil 447-6735

Honor Roll Assembly May 2021 1st - 4th Grade 1:00 pm Tonya Sproles 447-6763

Kindergarten Promotion May 2021 9:00am Emory Obermbt 447-6719

5th Grade Promotion/Honors Assembly May 2021 9:00 am Beverly Dennis 447-6790 Ida Branch 447-6732

Last Day of School May 2021 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](mailto:Tamela.holmes@lrsd.org)

**(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.)**

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 DISTRIBUTE (I.E. HOW WILL PARENTS KNOW THAT THE**

## **2020-2021 School Parent and Family Engagement Plan**

### **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 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 in section 3 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.

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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 447-6700

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

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

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.

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### **2020-2021 School Parent and Family Engagement Plan**

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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 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.

*Parent's Copy—a signed copy is on file in your child's record folder.*

#### **LITTLE ROCK SCHOOL DISTRICT WASHINGTON ELEMENTARY SCHOOL HOME/SCHOOL LEARNING COMPACT**

##### **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

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### **2020-2021 School Parent and Family Engagement Plan**

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: \_\_\_\_\_

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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 447-6700.

#### **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.)**

LRSD receives over \$500,000 in Title I Part A allocation, therefore, each Title I school receives an allocation for parents from the district's Title I reservation/set-aside. As soon as Washington receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support parent & family engagement.

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 2020. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447- 6795.

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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 447-6700

## **2020-2021 School Parent and Family Engagement Plan**

### **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.)**

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 9th Annual Celebration of Booker T. Washington, April 2021. Tonya Sproles (501) 447-6763, Parent Facilitators, and Teffine Green-Craig, Parent Coordinator. Parent Teacher Association will foster parental and community involvement within the school. Contact Tamela Holmes, Vice-President/grandparent at Tamela.holmes@lrdsd.org for more information about Parent Teacher Association.

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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 447-6700.

### **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.)**

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Meeting dates and times can be found in section 3 of this document, 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. Tonya Sproles (501) 447-6763 and Teffine Green-Craig 447-6700.

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. Teffine Green-Craig 447-6700 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 May 2020 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

### **2020-2021 School Parent and Family Engagement Plan**

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. Teffine Green-Craig 447-6700 and Tonya Sproles (501) 447-6763.

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

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. Teffine Green-Craig 447-6700 and Tonya Sproles (501) 447-6763

#### **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.)**

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Those meetings can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings. Teachers, administrators, and school staff will receive ongoing professional development to receive strategies to enhance parent engagement. 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

One certified and one classified staff members are designated to serve as Parent Facilitator and Parent Coordinator. Tonya Sproles (certified) (501) 447-6763 and Teffine Green-Craig (classified) 447-6700/

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 May 1, 2019 • Page 17 of 18 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. Teffine Green-Craig 447-6700 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.)**

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**2020-2021 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, May 1, 2019 • Page 18 of 18 Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Teffine Green-Craig 447-6700 and Tonya Sproles (501) 447-6763.

AR  
 Watson Elementary School (Little Rock School District)  
 7000 Valley Drive  
 Little Rock AR 72209  
 501-447-6800

### School Parent and Family Engagement Plan

<b>School Name:</b>	Watson Elementary School
<b>Facilitator Name:</b>	TBA-Parent Facilitator Sherry Scott-Parent Coordinator
<b>Plan Review/Revision Date:</b>	
<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
TBD		Parent Facilitator
Stephanie	Walker	Principal
Morgan	Ealy	Assistant Principal
Ronisha	Johnson	Teacher
Kristy	Alexander	Teacher
Belinda	Newton	Bilingual Home Adviser

#### Committee Members, Role:

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

First Name	Last Name	Position
Sherry	Scott	Parent Coordinator
Bob	Hope	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?**

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 2020-May 2021. Evaluation tool: Survey Monkey. Contact: Parent Facilitator and the Parent & Family Engagement Committee (447-6800).

### 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.

#### 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?**

Conduct an Annual Title I Meetings in September 2020 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. Watson will distribute copies of the 2020-2020 Parent & Family Information Packet. The school shall submit evidence of the Title I meeting by completing the LRSD Annual Title I Verification Form and submitting it to the Title I Office by November 2020. During the Annual Title I Meeting, parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet.

Contact: TBD Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal (447-6800).

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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?**

Communicating with parents, families, and our community in various ways to ensure the Parent & Family Engagement Plan/Package (PFE) is available in different formats is important in our culture. We will provide paper copies of our PFE Plan/Package 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). We will send newsletters and Parent Link messages out to parents informing them of the various ways they would be able to get their copy of the PFE Plan/Package. During our Parent-Teacher Conferences we will have copies available of the PFE Plan/Package for parents to pick up and sign off upon receiving their copy. Our Parent & Family Engagement Plan/Package 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: Parent Facilitator, Teresa Gilzow, (447-6800).

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.

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: Parent Facilitator and Parent Coordinator (447-6800).

**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.

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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 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 web page. 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: Parent Facilitator, Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal, Kristy Alexander (447-6800).

#### **WATSON ELEMENTARY SCHOOL CONTRACT**

Theme: "Soaring to Higher Grounds of Excellence"

PARENT/GUARDIAN: I want my child to learn to achieve. I will:

See that my child attends school regularly and on time.

Read with my child and establish a time for homework.

Attend parent/teacher conferences (at least 2 per year) and join the PTA.

Support the discipline plan, rules, regulation of the school.

STUDENT: It is important that I work to do my best. I will:

Attend school regularly and on time.

Come to school each day with necessary supplies and materials.

Complete all daily and homework assignments.

Follow the school rules, respect myself and others.

TEACHER: It is important that students achieve. I will:

Provide challenging instruction and meaningful homework.

Hold two (2) student led conferences.

Hold (at least 2) parent conferences for each student, and join the PTA.

Communicate regularly with parents about students' progress.

Encourage students to believe, achieve, and succeed.

All comments and discipline regarding students should be in a positive manner.

PRINCIPAL: It is important that students believe, achieve, and succeed. I will:

Empower students, parents, and teachers to be active in the school program.

Visit classrooms frequently and monitor students' progress.

Provide a learning environment at school that is positive, orderly, and quiet.

Communicate regularly between home/school and join the PTA.

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

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

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

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

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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?**

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. The Little Rock School District received more than \$500,000 in funding for Title I, Part A and is required to "set aside" 1% of its annual allocation for parent family engagement activities. Ninety percent of the required set aside must be distributed to Title I schools to support PFE activities. Watson Elementary School will receive an allocation. As soon as we receive our annual Parent and Family Engagement allocation, parents will be notified of the allotted amount and will have the opportunity to voice how they would like the funds used. These funds are used to help promote parent and family engagement in the school and in the home.

Evaluation tool: Sign-in sheets. Contact: Christy Strong, Parent Facilitator, Stephanie Walker, Principal, Morgan Ealy, Asst. Principal, Kristy Alexander (447-6800).

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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?**

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: Parent Facilitator, Bob Hope, Kristy Alexander (447-6800).

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: Sherry Scott, Parent Facilitator, Stephanie Walker (447-6800).

#### 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?**

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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?**

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).

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.

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 some growth assessment test students will take throughout 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: Sherry Scott, Parent Facilitator, Stephanie Walker (447-6800).

#### 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.

### **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?**

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 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 (2) 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.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☐ In Compliance

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**Comments:**

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>	7/30/2020
<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
Dericca	White	Parent
Giovonni	Willis	Parent
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?**

Western Hills will provide opportunities for parents to be involved in the development, implementation and evaluation of the school Parent Engagement Plan.

- Parent and Family Engagement Committee-First Monday of each month-Zora Madison 447-6929
- Parent Teacher Association (PTA)-First Monday of each month-Derrica White 447-6900
- PBIS Committee (Shannon Smith 447-6900)
- PTA General Meetings three times a year (September, December and April).
- Parents will be provided with opportunities to submit feedback regarding the strengths and weakness of the school-wide plan during Parent/Teacher conferences in October.
- Parents will also be available to attend Action Team meeting to give their feedback.



- Staff, parents, and partners in education will look at the school data as they make decisions about the next school year.
- Upon request and to the extent possible, Western Hills Elementary School will provide communication in the language that parents can understand.
- During parent teacher conferences, parents may have the opportunity to review and sign off on the Districts Parent & Family Engagement Plan.
- Due to the COVID-19 pandemic many of our meetings will be virtual. Links will be posted on Classdojo.
- NNPS-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?**

Annual Title I meeting will be held every first Thursday of September

#### **ITEMS DISCUSSED DURING THE MEETING:**

- Review of test scores and our ESSA Plan
- Description of our school wide Title I plan
- Title I budget allocations
- Inform parents of their rights to be involved and ask questions
- Distribute Parent & Family Engagement Plan
- Overview of our Core Curriculum
- Partners in Education
- Inform parents of their right to be involved and ask questions
- Distribute Parent & Family Engagement Plan
- Due to the COVID-19 pandemic many of our meetings will be virtual. Links will be posted on Classdojo.

## **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**

Western Hills will use the following communication strategies to increase parent and family engagement and support classroom instruction:

- Teachers will send home a communication folder daily to inform parents of student progress. Parents are asked to sign and send the folder back to school each day.

- Teachers will use weekly or monthly newsletter that explain learning goals and activities that are going on in the classroom.
- Class Dojo information will be sent home in August/September to allow parents to connect with all teachers and specialist in the building. The Class Dojo app will allow parents the ability to translate messages into their home language.
- We will also use our Facebook, school website and Twitter accounts to communicate events and information to parents and community stakeholders (Mrs. Linn, Ms. Smith, and Ms. Madison)
- Parents can use Class Dojo, communication folders, email and phone calls to communicate with classroom teachers, specialists and other staff members (staff contact information is located in Welcome Back Packet).
- Mrs. Linn (447-6900) will also send home a monthly newsletter highlighting school events (testing dates, educational field trips, awards assemblies, etc.). The newsletter will be in English and Spanish (the two main languages that are represented in our building).
- Ms. Smith will give a monthly report to WHPTA and Westwood Neighborhood Association meeting to communicate school information to Western Hills stakeholders (Ms. Smith).
- Welcome Information packets will be handed out during our yearly Open House. The packet will include supply list, school and district calendar, uniform policy, PTA information, and Western Hills parent Engagement plan. (Zora Madison-Parent Facilitator-447-6929)
- The Parent Engagement Plan and the Informational Packet will be uploaded to Class Dojo, Facebook and our school website.
- Parents will be allowed to sign off on the plan during Open House, Parent/Teacher conferences and PTA General Meetings. Due to the COVID-19 pandemic many of our meetings will be virtual. Links will be posted on Classdojo.
- NNPS TYPE 2-Communicating: Conduct effective communications from school-to-home and from home-to-school about school programs and student progress.

#### **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 School-Parent Compact will outline the responsibilities of all stakeholders involved in the academic achievement of the students.

- The Action team will discuss the School/Parent compact during their monthly meetings.
- The compact will be sent home in August after teachers have discussed with their students.
- Parents and students will sign and return the compact to school.
- 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 (August/September).

Western Hills Learning Compact

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

Parent/Guardian Agreement Signature \_\_\_\_\_

I want my child to achieve; therefore, I will strive to do the following:

- Ensure that my child receives the proper amount of nutrition and sleep daily.
- See that my child is punctual and attends school regularly and ready to learn.
- Support the school in its efforts to maintain proper discipline.
- Establish a time for homework and review it daily.
- 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 books, reading materials, and a library card.
- Read with my child and let them see me read.
- Attend school functions and parent conferences.
- Check H.A.C. (Home Access Center) weekly
- Monitor TV, Internet, and video game usage
- Check student's folders daily
- Read with child 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Ask my child questions about books they're reading
- Visit local library on a regular basis and bring materials home
- Attend Family Math and Literacy Nights
- Stay in touch with my child's teacher about progress
- Encourage my child to read for pleasure and to learn

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

It is important I work to the best of my ability; therefore, I will strive to do the following:

- Attend school regularly.
- Come to school each day with necessary school supplies.
- Complete and return homework assignments.
- Observe regular study hours.
- Conform to class, school, and district rules for conduct.
- Have a positive attitude and do my best every day.
- Ask parents to read to me 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Read to parents 15 minutes (K-1st) 30 minutes (2nd-5th) daily
- Pay attention to my teachers
- Check my grades weekly on H.A.C. (Home Access Center)
- Recognize and accept the positive and negative outcomes of my behavior
- Demonstrate good citizenship in my classroom
- Listen attentively to my teachers
- Keep my parents informed about what I am learning and doing at school
- Plan study time to avoid other conflicts

- Keep assignment notebook (3rd-5th) to record assignments, due dates, work completed

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

It is important that students achieve, therefore, I will strive to do the:

- Be positive in my comments, my encouragement, and presence at all times.
- Provide appropriate and meaningful homework assignments for students.
- Provide necessary assistance to parents so that they can help with assignments.
- Encourage students and parents by providing information about student progress.
- Use special activities in the class to make learning engaging.
- Will post grades in E-School/T.A.C. weekly
- Conduct small groups daily
- Read aloud to students each day
- Provide take-home reading materials for students
- Keep families informed of student's reading progress and ways to support learning at home
- Provide homework that supports topics learned at school
- Assist parents with Classlink
- Will teach bell to bell
- Will make learning fun
- Participate in professional development
- Require students to read daily
- Encourage class discussions about reading, and math
- Teach students methods for reading for purpose of mastering the materials

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

I support this form for all stakeholders; therefore, I will strive to do the following:

- Be the instructional leader in the building.
- Ensure a high-quality curriculum and instruction that meets the State's student academic achievement standards.
- Provide high expectations for all children, staff members, and parents.
- Provide an environment that allows for positive communication.
- Ensure that parents are informed of concerns regarding their child's education.

Parents, here are helpful websites our students can use to assist with learning. Students have access (Passwords) to one or more sites.

Spellingcity.com

Classlink

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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?**

Reservations of Title I Funds

The Little Rock School District's 2020-2021 preliminary Title I, Part A allocation was greater than \$500,000. 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 Open House. 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, Online Parent Resources, communication folder, and Parent Center materials.

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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?**

Western Hills will provide volunteer opportunities for parents and our partners in education.

- ViPs forms will be available during Open House and throughout the school year (contact Ms. Mary Hicks 447-6900).
- Volunteer training meetings will be held during the month of September and October (Amanda Swift 447-6900).
- A list of opportunities for volunteering will be in the Information packet (September).
- Alumni will be encouraged to participate in volunteering opportunities. (Sandra Douglass 447-6900)
- Partners in Education Newsletter will be sent out with opportunities to help students and their families.
- A report will be presented to the PTA Executive Board at first month during their meeting.
- NNPS TYPE 3-Volunerring-Organize volunteers and audiences to support the school and students. Provide volunteer opportunities in various locations and at various times.
- NNPS 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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**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?**

Western Hills Elementary staff will plan exciting workshops and meetings to encourage parent and family engagement:

- Teachers and specialists will hold two state mandated parent conferences a year, one per semester. Parent/Teacher conferences take place on October 8(evening)/9(morning) and February 11(evening)/12(morning) School will be out on October 9 and February 12 in order to allow parents more choices to meet. Due to the COVID-19 pandemic many of our meetings will be virtual. Links will be posted on Classdojo.
  - During the conferences, parents will receive test scores; student work samples and summary of interventions being used to assist their child in reaching his/her achievement goals (AIPs) and IRIs). (Teachers/Specialists)
  - Parents will be given information about the ADE website and the new tools for parents. [www.arkansased.gov](http://www.arkansased.gov)
  - Teachers and specialists will organize an exciting Literacy Night (TBA). Parents will be provided information about our Literacy curriculum and how they can enhance their child's reading skills. (Instructional Facilitator/Zora Madison 447-6929)
  - Teachers and specialists will organize a STEAM night to increase the parent's knowledge of STEAM activities and how they can do some at home. (UALR)
  - Teachers with the help with Mrs. Linn (Media Specialist) will make parent friendly videos to help with HAC, Classlink and navigating It's Learning.
  - Parent Center is available throughout the year when parents or visitors come into the school. The center will be well stocked with pamphlets and literature to help develop your child's academic and emotional skills.
  - Our library will have a parent section with books that are available for check out. Mrs. Linn will also be available to help you during certain times.
  - Computers will be available in the Parent Center and Library for parents to be able to access HAC and do research. Parents will be able review and sign the Acceptable Use Policy before using school computers. Mrs. Feather Linn 447-6906
  - Western Hills PTA will also provide activities to increase parent and family engagement throughout the school year.
- ☐ Grandparents' Day-September-Provide grandparents information about our Reading Program and ways they can help their grandchildren.
  - ☐ General Meetings-September, December, February and May
  - ☐ Franks, Family, and Football-November TBA
  - ☐ PTA Executive Board-First Monday of Month (Derrica White)
  - ☐ Internet Safety-TBA
  - ☐ NNPS-TYPE 4-Learning at Home-Involve families with their children on homework and other curriculum-related activities and decisions.

Parents will receive a copy of the Western Hills student handbook in August.

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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?**

Western Hills staff will be provided professional development to help parents develop their children's academic skills and emotional wellness.

- Professional Development will be organized to help teachers to communicate with parents about the new curriculum.
- Teachers and staff will come up with ways parents and the community can volunteer in the building and classroom.

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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?**

Western Hills 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 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, Western Hills Elementary participates on the LRSD NNPS Central East Cluster Team. (Zora Madison, 447-6929)

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. 2019. School, Family, and Community Partnerships: Your Handbook for Action, Fourth Edition. Thousand Oaks, CA: Corwin Press, Inc.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☒ In Compliance
- 

**Comments:**



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>	Amanda Mamula
<b>Plan Review/Revision Date:</b>	7/30/2020
<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
Amanda	Mamula	Parent Facilitator
Schell	Gower	PTA President
Mandy	Bryant	PTA Vice President
Wendy	Sheridan	PTA Secretary
Corey	Brooks	PTA Treasurer

#### Committee Members, Role:

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

First Name	Last Name	Position
Heather	Blockett	Behavior Interventionist

#### 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, 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 58.59% of the Williams Magnet's population receives free and reduced lunches.

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, 2020.

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, 2020. Completed forms will be collected and will be reviewed by committee members in November, 2020. The committee members are as follows: Connie Green, Jamie Kuhn, Kim Hall, Brittney Mills, Benita Robinson, Stephanie Wedell, and Amanda Mamula.
- 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.

- Providing information in a format, to the extent practicable, in a language the parents can understand.
- Providing an opportunity for parents to review and receive a copy of the District Parent and Family Engagement Plan.

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](mailto:kaye.rainey@lrzd.org).

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.

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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?**

1. The Title I meeting is scheduled for August 2020. 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 will be hosted in August 2020. There will be a meeting going over the information for Title 1 Funds; parents will be offered an opportunity to provide any input they have. Parents will also be 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.

Parents will have the opportunity to view and receive a copy of the 2020-2021 Parent & Family Engagement Information Packet. The school shall submit evidence of the Title I Meeting by completing the LRSD Annual Title I

Verification Form and submitting to the Title I Office November 2020.

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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 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 24, 2020.

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Teachers will provide to parents with 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 8/9, 2020 and February 11/12, 2021.

- 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 Amanda Mamula (Parent Facilitator) at 447-7129.
- The school will encourage parents in the following types of roles and activities to increase their involvement and

support for student learning.

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.

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- 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 Amanda Mamula (Parent Facilitator) at 447-7129.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning.

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@lrzd.org, Fair Park ECC-2nd Floor - 447-4455

Kaye Rainey, kaye.rainey@lrzd.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.

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 Amanda Mamula at 447-7129.
- 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, Amanda Mamula, 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 2020-2021 school year is Amanda Mamula, Art Teacher, 501-447-7104, amanda.mamula@lrsd.org.

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 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?**

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, twice a year, during which the compact will be discussed as it relates to the individual child's achievement.
- Quarterly reports will be provided to parents on their children's progress.
- Parents will have 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, 2020.
- Williams Magnet will provide opportunities for parents to be involved in their child's education.
- The school and parents will work with 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, 2020. Completed forms will be collected and will be reviewed by committee members in November, 2020. The committee members are as follows: Connie Green, Jamie Kuhn, Kim Hall, Brittney Mills, Benita Robinson, Stephanie Wedell, and Amanda Mamula.
- The school will provide 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 Amanda Mamula at 447-7129.
- 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, Amanda Mamula, 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 2020-2021 school year is Amanda Mamula, Art Teacher, 501-447-7129, 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.

#### LITTLE ROCK SCHOOL DISTRICT

#### 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: \_\_\_\_\_

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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?**

1. The Title I meeting is scheduled for August 2020. 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 will be hosted in August 2020. There will be a meeting going over the information for Title 1 Funds; parents will be offered an opportunity to provide any input they have. Our district receives more than \$500,000 in Title I allocation. As soon as our school receives our annual parent and family engagement allocation, we will provide an update to the parents and begin using these funds to support the school's parent and family engagement program. Parents will also be 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.

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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?**

In prior years Williams Magnet along with the School PTA has partnered with Sonic, Dairy Queen, Altitude, Pop Shoppe, Urban Air, Texas Roadhouse, Tacos 4 Life, McDonalds, Trinity United Methodist Church (5th Grade Promotion and Basketball Practices), AR Game and Fish, and Pinnacle Point to offer services, host family nights, and raise funds for our school. We will continue to reach out to these partners in the coming 2022-2021 School year.

In the Spring Williams hosts a Kindergarten Round Up to invite Pre-K students and parents in the community with upcoming Kindergarten students a chance to visit Williams.

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.

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.

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#### National Network of Partnership Schools

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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.

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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?**

PTA meetings are hosted monthly.

1. The Title I meeting is scheduled for August 2020. 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 will be hosted in August 2020. There will be a meeting going over the information for Title 1 Funds; parents will be offered an opportunity to provide any input they have. Parents will also be 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.

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 Amanda Mamula at 447-7129.
- 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, Amanda Mamula, 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 2020-2021 school year is Amanda Mamula, Art Teacher, 501-447-7104, 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.

#### WAYS FOR PARENTS TO BE INVOLVED

Some of the topics/titles available are as follows:

- o How to Help Your Child Study
- o Increasing Your Child's Motivation to Learn Improving
- o Your Child's Learning and Grades
- o Improving Your Child's School Organization Skills
- o Creating a Home Environment for Learning Your Child Plus Homework
- o A Parenting Journey
- o Welcome to Wellness
- o Live in Loveland
- o Find Your Way to Character Heights
- o Parent Guide
- o Managing Stress: Turning Challenges into Blessings 504 /Special Education information
- o Testing data
- o Effective Parent / Teacher Communication

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.

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- 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.

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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?**

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 two (2) 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.

Williams Magnet also participates in the Title 1 Parenting Partners Program.

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, 2020.

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, 2020. Completed forms will be collected and will be reviewed by committee members in November, 2020. The committee members are as follows: Connie Green, Jamie Kuhn, Kim Hall, Brittney Mills, Benita Robinson, Stephanie Wedell, and Amanda Mamula.
- 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.

- To provide information in a format, to the extent practicable, in a language the parents can understand

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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 offers the Title 1 Program Parenting Partners and has Watch D.O.G.s (Dad's of Great Students) who volunteer regularly in the program. The PTA organizes volunteers monthly on the basis of grade level.

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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**



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

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**District Feedback**

- ☐ Attention: Changes Needed!
  - ☐ In Compliance
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**Comments:**