



WILLIAMS MAGNET ELEMENTARY SCHOOL

2023-24 PARENT & FAMILY ENGAGEMENT PLAN

HOME OF THE EAGLES - WHERE LEARNING TAKES FLIGHT

At Williams Magnet Elementary School, we value parents, families, and the community as equal partners in education. This plan is developed under state and district requirements to outline the collaborative efforts of our school community that strengthen the home/school connection and promote student success across all areas.

This plan contains the following information: the school's family engagement plan, calendar of events, staff list, PTA information, and the roles and responsibilities of parents/families, students, and teachers.

Mission Statement

To inspire each student to reach and maximize their potential in a safe and nurturing environment.

Vision

To provide a quality education where all students SOAR

S - Supporting

O - Opportunities

A - Achievements

R - Responsibilities

School Motto

Home of the Eagles
"Where Learning Takes Flight"



Little Rock School District

Mission Statement

The mission of the Little Rock School District is to equip all students with the skills and knowledge to realize their aspirations, think critically and independently, learn continuously, and face the future as productive, contributing citizens.

This mission is accomplished through open access to a diverse, innovative, and challenging curriculum, in a secure environment with a staff dedicated to excellence and empowered with the trust and support of our community.

Family Engagement Committee Members:

Darian Smith: Principal
Morgan Ealy: Assistant Principal
Shasta Elliott: Curriculum Specialist/ Parent Facilitator

Jerrica Morre Jones: Counselor
Susan Hoyt: Library Media Specialist
Stephanie Wedell - Certified Employee/ PTA Liaison
Osmonetta Beard: Parent and PTA President

Williams Magnet School Parent and Family Engagement Plan:

1: Jointly Developed

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Williams Magnet Elementary School will engage parents and families by:

- Celebrating a culture of belonging for all students and families.
- Supporting a Parent Teacher Association (PTA) and encouraging all staff, families, and community stakeholders to join in an effort to strengthen partnerships for student success.
- Provide on-going consistent communication with families' using their preferred languages upon request.
- Providing opportunities for collaboration in the revisions and updates of the school's parent and family engagement plan.
- Providing a functioning Parent Center for families that contains resources, brochures, access to technology, and other materials that promote a positive home-school connection.
- Informing families of district and school policies, student handbooks, and the school's parent and family engagement plan. Families may have the opportunity to review and sign off on the district's and school's plans at parent/teacher conferences.

- Our packet will be available via hard copies in the parent center and at student registration. Digital copies available via school webpage.

2: Communications

Describe how the School will communicate with and distribute information to parents and families.

Williams Magnet Elementary School will communicate with parents and families by:

- Regular and meaningful two-way communication will be addressed through conferences, progress reports, ClassDojo, Schoology, Social Media, and volunteering.
- Respecting all families as equal partners, thanking them for entrusting us with their children, and proactively welcoming everyone to our school community through back to school messages from our administrative team in August each year.
- Actively posting events and reminders on our school's social media page and school Dojo.
- Hosting a Meet the Teacher Night before the first day of each school year. Families and students are welcomed into the building to meet their classroom teachers and see their classrooms. Informational packets about the staff, district curriculum, school guidelines, and the systems that will be used for families and teachers to communicate (notes, phone calls home, e-mails, Dojo, etc.) will be given to families.
- Opportunities for families to engage in their child's education will be shared along with suggestions on how to get involved during school events. The PTA will also provide information on membership and other family engagement activities for the year.
- Providing families with instructions and access codes to the Home Access Center (HAC) in order for families to monitor student grades and progress. Classroom teachers post grades weekly in HAC to keep families informed regarding their child's academic progress.
- Sending home grade level newsletters (paper or digital) from the classroom teachers that contain upcoming educational goals, learning objectives, and reminders.
- Sending out Parent-Link calls for reminders and urgent messages.
- Utilizing apps (class dojo, blooms, remind) or communication folders to increase home/school communication. Student papers and work samples will be sent home each week. For more information, you may contact your child's classroom teacher.
- Contacting families on an individual basis to communicate about their child's progress.
- Scheduling at least two parent/teacher conferences throughout the year to discuss each student's academic progress, including district and state test scores. Families are encouraged to engage in these discussions and collaborate with the classroom teacher to promote student success. Interim reports and quarterly report cards will also be shared with families during the year.
- 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 Kaye Rainey, the district's Parent and Family Engagement Coordinator at 447-3358.

3: Building Capacity of School Staff

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Williams Magnet Elementary School will build capacity of school staff by:

- Providing educators the opportunity to receive ongoing professional development to build and strengthen 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 to the left of the gym directly past the curriculum specialist office.
- Providing family STEAM and Literacy 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.
- Planning various meetings (in person and virtually) to be held at different times during the day or evening to better accommodate parents/families.
- Recruiting outside speakers to provide families and staff with more information concerning ways to make their child's academic life more successful and other areas of identified concern.
- Hosting a Meet the Teacher Night for families to inform them about school policies, expectations, curriculum, and opportunities for parent and family engagement.
- Scheduling individual conferences with families. Teachers will share a summary of the student's test scores and an explanation of the interventions being used to assist the child in reaching achievement goals. Families are encouraged to engage in this discussion and are valued as equal partners to support student growth.
- Providing various activities to engage families and strengthen the partnership between home and school. The activities can be found online and are listed in the Parent & Family Engagement Information Packet.
- Williams 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 7 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 Magnet Elementary School participates in the LRSD NNPS West School Cluster Team. For more information, contact Shasta Elliott @ 501.447.7144

4: Building Capacity of Parents

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

Williams Magnet Elementary School 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 a welcoming space in the Parent and Family Center for families and staff to meet collaboratively.
- Providing family 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.
- Planning various meetings (in person and virtually) to be held at different times during the day or evening to better accommodate parents/families.
- Hosting a Meet the Teacher Night for families to inform them about school policies, expectations, curriculum, and opportunities for parent and family engagement.
- Scheduling individual conferences with families. Teachers will share a summary of the student's test scores and an explanation of the interventions being using to assist the child in reaching achievement goals. Families are encouraged to engage in this discussion and are valued as equal partners to support student growth.
- Providing various activities to engage families and strengthen the partnership between home and school. The activities can be found online and are listed in the Parent & Family Engagement Information Packet.
- Making parenting materials available in the parent/family center.
- Encouraging families to share their input through various surveys conducted by the school and PTA. Electronic surveys will be sent out throughout the year from PTA and school administration to gather family responses, identify needs, and areas of concern to benefit student success and the school climate.
- Providing the school's/district's policy e-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.
- Williams 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 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,

Williams Magnet Elementary School participates on the LRSD NNPS West School Cluster Team. For more information, contact Shasta Elliott @ 501.447.7144.

See complete Arkansas Guide for School Parent and Family Engagement Plan for reference

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional support, services, and resources to families.

Williams Magnet Elementary School will collaborate with other stakeholders by:

- Providing a list of volunteer opportunities and solicit ideas for other types of volunteer efforts. 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 shared at Meet the Teacher and the first PTA meeting of the year.
- 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 school's counselor Mrs. Moore-Jones.
- Participating in events with the district's family engagement office to provide tips and strategies for parents/families regarding how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: utilizing the school's website and other resource platforms, the use of and access to the LRSD and Department of Education website tools for parents, assistance with nutritional meal planning and preparation, and other strategies or curricula to strengthen efforts between stakeholders to benefit student success.
- Valuing families as equal partners. Williams is committed to the establishment of an active PTA. If interested in joining the PTA, membership forms are located in the front office. There are many functions that require assistance, and ALL volunteers are welcome. All families are encouraged to be involved.
- Williams 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 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 Magnet Elementary School participates on the LRSD NNPS West School Cluster Team. For more information, contact Shasta Elliott 501-447-7144.

6: Annual Title 1 Meeting:

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

Williams Magnet Elementary School will conduct the annual title 1 meeting during the first quarter of the school year.

- Williams is a Title 1 campus.
- We will provide schoolwide Title 1 services to all students.
- All parents will be invited to attend the Title 1 meeting and it will be available for those who wish to attend virtually.
- An agenda will be provided and uploaded to our campus Title 1 Crate by October 2023. Items to discuss will include the allocation of funds, Parent's Rights to Know Teacher Qualifications and the process for requesting a formal meeting.

7: School-Parent Compact:

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

Williams Magnet Elementary School will create a school- parent compact partnership agreement to ensure:

- Regular and meaningful two -way communication will be addressed through conferences, progress reports, ClassDojo, Schoology, Social Media, and volunteering.
- Respecting all families as equal partners, thanking them for entrusting us with their children, and proactively welcoming everyone to our school community through back to school messages from our administrative team in August each year.
- Actively posting events and reminders on our school's social media page and school Dojo.
- Hosting a Meet the Teacher Night before the first day of each school year. Families and students are welcomed into the building to meet their classroom teachers and see their classrooms. Informational packets about the staff, district curriculum, school guidelines, and the systems that will be used for families and teachers to communicate (notes, phone calls home, e-mails, Dojo, etc.) will be given to families.

Parent's Copy—a signed copy is on file in your child's record folder.
LITTLE ROCK SCHOOL DISTRICT - WILLIAMS MAGNET ELEMENTARY SCHOOL
HOME/SCHOOL LEARNING COMPACT

Student Name: _____ Grade _____

PARENT/GUARDIAN AGREEMENT (Any adult who is interested in helping with this student may sign in lieu of the parent.)

I want my child to achieve. Therefore, I will encourage him/her by doing the following:

- ✓ Ensure that my child is on time each day and attends school regularly
- ✓ Support the school discipline policy
- ✓ Establish a time for homework and review it regularly
- ✓ Provide a quiet well lighted place for study
- ✓ Encourage my child's efforts and be available for questions
- ✓ Stay aware of what my child is learning
- ✓ Provide a library card for my child
- ✓ Read with my child and let my child see me read.

Signature: _____

STUDENT AGREEMENT

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

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

Signature: _____

TEACHER AGREEMENT

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

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

Signature: _____

PRINCIPAL AGREEMENT

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

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

Signature: _____

8: Reservation of Funds:

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

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 Williams Magnet Elementary School receives our annual parent and family engagement allocation, we will provide an update to the parents during the Annual Title 1 meeting, and begin using these funds to support parent & family engagement.

- Williams Magnet 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. Parents will be encouraged to join the PTA, seek appointments on the Parent Involvement Committee, and attend PTA General meetings for opportunities to participate in the decision-making process.

Roles of Parents, Students, and School

School Responsibilities

The Williams Magnet 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.
- 8: Reservation of Funds: TBD based on district allocation

**Williams Traditional Magnet School
2023-2024 * School Staff**

Grade/Department:	Name:	Location:	Telephone:
Principal	Darian L. Smith	Office	447-7102
Assistant Principal	Morgan Ealy	Office	447-7103
Principal Secretary	Laura Acklin	Office	447-7142
Attendance Secretary	Aundra Easter	Office	447-7157
School Nurse	Elizabeth Pigue	Office	447-7105
Curriculum Specialist	Shasta Elliott	Office	447-7144
Counselor	Jerica Moore-Jones	29	447-7104
Instructional Lead Teacher	Marilyn Outley	34	447-7121
Media Specialist	Susan Hoyt	Library	447-7106
Media Clerk	Roderick Torrence	Library	447-7158
Reading Teacher	Laura Pinckley	13	447-71
Gifted & Talented	Susan Jackson	20	447-7124
Music	Amber Campbell	26	447-7154
Art	Benita Robinson	27	447-7141
Physical Education	Christopher Dwyer	Gym	447-7122
STEAM	Kristina Rutherford	14	447-7147
Speech	Deedra Franks	35	447-7126
Resource	Linda Davis	5	447-7119
Psychology Examiner	Rebecca Saddler	28	447-7159
Instructional Paraprofessionals			

Andrea Miller
Kesha Wine

SPED Paraprofessionals

Jomecia Summerville
Shirley Cranford
Elmon Henderson

Computer Lab Aide Cynthia Taylor

K – 2 Self-Contained Diamond Sears 31 447-7132

Kindergarten Kaci Borin 33 447-7150
Emily Hight 30 447-7125
Tessa Pearson 32 447-7149

First Grade Lindsey Evans 7 447-7136
Teri Morton 6 447-7145
Andrea Neville 3 447-71

ESOL Newcomers Nanette Patino 13 447-71
Elba Sharp 2 447-71

Second Grade	Brooke Daniels	10	447-7138
	Khenisha Gonzalez	4	447-7143
	Becca Webb	8	447-7112
Third Grade	Katherine Speight	12	447-7164
	Tucker Strode	9	447-7137
	Stephanie Wedell	11	447-7127
Fourth Grade	Emily Fitz	16	447-7115
	Staci Hula	21	447-7133
Fifth Grade	Jennifer McManus	25	447-7135
	Alexandra Wakelyn	22	447-7128
	Crystal Whittington	23	447-7140
Child Nutrition	Eddie Finley, Manager		447-7107
	Julia Bynum		
	Michelle Tippitt		
Custodial Staff	Patricia Hatchett		
	Vince Howard		
	Bennie Osler, Head		447-7108
	Michele Leonard		

Note: Each staff member's email is their first.lastname@lrsd.org. See the directory above for the correct spelling of each staff member's name.

Williams Magnet Elementary School is committed to the establishment of an active PTA. If interested in joining the PTA, membership forms are located at the school office. All families are encouraged to get involved!

Williams Magnet School PTA Board:
 Osmonetta Beard, PTA President
 Jessica Christy, PTA Co-Vice President
 Natali Stone, PTA Co-Vice President
 Corey Brooks, Treasurer
 Whitney Kittinger, Secretary & Newsletter
 Wendy Johnson, Engagement and Recognition
 Stephanie Wedell, Teacher Liaison

Volunteers...We need you!!

You make the difference. When school budgets are not enough, it is often parents and families who make it possible for many programs to continue. There are many ways you can volunteer your time in our school. Each teacher has different needs and will tell you how you may help in your child's classroom. You can often tailor your volunteering to fit your time and interests. You can either volunteer in your own child's classroom or be placed elsewhere in the school.

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.

References

State

- [Ark. Code Ann. § 6-15-1701 et seq.](#)
- [Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement](#)

Federal

- [Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 114 P.L. 95, 20 U.S.C. §§ 6312, 6318, 6320](#)