

**King Elementary  
Parent and Family Engagement Plan**

<b>Parent and Family Engagement Committee Members</b>	
<b>NAME</b>	<b>POSITION</b>
Debbie Griffin	Parent Involvement Coordinator
Renee Risley	Principal
Susie Loyd	Assistant Principal
Cheryl Peters	Counselor
Pattie Doherty	First Grade Teacher
Hannah Brain	Kindergarten Teacher
Cheryl Johnson	Reading Recovery Teacher
Jodie Roberson	Second Grade Teacher
Mary Wilmot	Art Teacher
Kymberley Taylor	Parent
Natalie Johns	Parent
Mariace Garcia	Parent
Sara Evans	Parent
Glenda Jackson	Parent
Diana Hayden	Parent
Kandatha Rosa	Parent
Misty Bartlett	Parent
April Hiler	Parent
Sandra Whitlock	Parent
Wendy Baty	Parent
Diana McGrew	Parent
Pam Posey	Fifth Grade
Ciera Scarborough	Third Grade Teacher

**1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.**

- The school will distribute a monthly newsletter to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills.
- Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school.
- 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.

- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.
- 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.
- The school will provide face to face information regarding their child's test results and standardized test scores with the first report card.

**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts.**

- The meetings will be held at various times during the day or evening to better accommodate 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. October 25 at 9am and 6pm
- 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.
- The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. October 1 at 9am and January 9, and as needed.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
  - Grandparents Day
  - Field day volunteers
  - Family reading night
  - Open House
  - Parent-school organization
  - Choir concerts
  - Garden days
  - Cooking night

**3. How will your school provide information to parents about volunteer opportunities?**

- Provide instruction to a parent 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.
- (Staff Development) 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 the understand of effective parent and family

engagement 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.

- Flyers and newsletters will be distributed through Peachjar.
- Twitter, Facebook, and School website will be used to make announcements along with the automated calling system.

#### **4. How will your school work with parents to create a School-Parent-Compact?**

- 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. Compact will be created by Parent Involvement Committee, which includes teachers and parents. The student portion will be created by the K-Kids. All stakeholders will sign the compact.

#### **5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the schoolwide 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?**

- The 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.
- The school will ask parents to serve on curricular and instructional review 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.
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement.
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

#### **6. How will your school provide resources for parents?**

- Parents may check out parenting and educational materials. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.
- The school will distributed Informational packets each year 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, 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...).

- To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.
- Create a parent center.
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. Parent Facilitator: Debbie Griffin, 479-474-2661

**7. How will your school engage parents in the evaluation of your parent and family engagement efforts?**

- The school will engage parents in the annual evaluation of the Title I, Part A Program's parent and family engagement efforts through an annual evaluation involving teachers, parents and school staff.
- The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) specific needs of parents; (2) effectiveness of specific strategies; and (3) engagement of parents in activities to support student academic growth. Survey will be created by the district office and distributed and collected by Debbie Griffin.

**8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?**

- The school will ask parents to fill out a parent interest survey at registration 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.
- The school will use the results of the parent interest survey to plan the parent and family engagement activities for the year.
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.

**9. When will your school plan the Annual Title I Meeting that must be conducted separately?**

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. The 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 agenda, the sign-in sheet and the minutes for this meeting will be generated separately from any other events and kept on file in the school's office.

