



Parent and Family Engagement Plan

Parent and Family Engagement Committee Members	
NAME	POSITION
Lonnie Mitchell	Principal
Mark Titsworth	Assistant Principal
Anita Reagan	Parent involvement facilitator
Stephanie Richesin	Parent involvement facilitator
Chris Feeny	Parent
Vivian Owen	Educator
Katie Brown	Educator/Parent
Amber Hurst	Parent
Tracie Vaughn	Parent
Tara Dorrrough	Parent
Cara Saffell	Parent
Beth Everett	Parent
Tammy Smith	Parent
Leigh Haynes	Parent
Charlotte Harris	Parent
Taylor Tounzen	Parent
Michael Moss	Parent
Jennifer Diaz-Garcia	Parent
Kathy Everley	Parent
BJ Nelson	Parent

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. (Lisa Pixley 471-3126)
- Parents can access their child’s grades 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. (Lisa Pixley 471-3126)
- Teachers will routinely contact parents on an individual basis to communicate about their child’s progress. (Mr. Mitchell 471-3126)

- 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. (Mr. Titsworth 471-3126)
- The school will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings. (Mr. Titsworth 471-3126)
- 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. (Mr. Titsworth 471-3126)

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 effort

- The meetings will be held at various times during the day or evening to better accommodate parents. (Mr. Mitchell 471-3126) See compact.
- 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. (Mr. Mitchell 471-3126) See compact.
- 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. (Mr. Titsworth 471-3126)
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: (Anita Reagan, Stephanie Richesin 471-3126)
 - Mentor
 - Book fair helpers
 - Grandparents Day
 - Awards day presentation
 - Orientation presentations
 - Open House
 - Parent-school organization
 - Red Ribbon week
 - Choir concerts
 - Band concerts

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

- The school will work with our elementary schools and Freshman Academy to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year.
- 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. (Mr. Mitchell 471-3126)

- (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. (Mr. Mitchell 471-3126)

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. All stakeholders will sign the compact. (Mr. Titsworth, Mr. Mitchell 471-3126)

5. How will your school 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?

- 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. (Mr. Mitchell, Mr. Titsworth, Mrs. Reagan, Mrs. Richesin 471-3126)
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. (Mr. Mitchell 471-3126)
- 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. (Mr. Mitchell 471-3126)
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.
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6. How will your school provide resources for parents?

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. 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. (Mr. Titsworth 471-3126)
- The school will distribute 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...). (Mr. Mitchell, Mr. Titsworth 471-3126)

- 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. (Mr. Mitchell, Mr. Titsworth 471-3126)
- Create a parent center. (Mrs. Reagan, Mrs. Richesin 471-3126)
- 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. (Mr. Mitchell, Mr. Titsworth 471-3126)
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. (Mr. Mitchell 471-3126)

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 using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about 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) 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.

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. (Mr. Mitchell, Mr. Titsworth 471-3126)
- The school will use the results of the parent interest survey to plan the parent and family engagement activities for the year. (Mr. Mitchell, Mr. Titsworth 471-3126)
- 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. (Mr. Mitchell, Mr. Titsworth 471-3126)

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. (Mr. Mitchell, Mr. Titsworth 471-3126)
- 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. (Mr. Mitchell, Mr. Titsworth 471-3126)

- For each Title I, Part A School, an Annual Title I Meeting must be conducted. 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. (Mr. Mitchell, Mr. Titsworth 471-3126)