

## **School Parent and Family Engagement Plan**

**School Name:**

Northridge Middle School

**Facilitator Name:**

Anita Reagan and Stephanie Richesin

**Plan Review/Revision Date:**

July 29, 2020

**District Level Reviewer, Title:**

Karen Allen, Assistant Superintendent

**District Level Approval Date:**

**Committee Members, Role:**

Anita Reagan - Facilitator

Stephanie Richesin - Facilitator

Lonnie Mitchell - Principal

Mark Titsworth - Assistant Principal

Taylor Tounzen - Teacher, Parent

Tabitha Potts - Teacher's Aide, Parent

April Aguirre - PTA Officer, Parent

Cara Saffell - PTA Officer, Parent

Becky Symonds - PTA Officer, Parent

Ashley Moad - Parent

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

- Northridge Middle 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.
- A yearly review of the plan will be conducted by Anita Reagan and Stephanie Richesin, School Counselors/Parent Involvement Coordinators and the committee at the end of each school year to prepare for the upcoming school year.
- The school provides information about the Northridge Middle School Parent Teacher Association.
- The Title 1 plan will be presented in October and will be available to pick up in the school office.

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

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. This will be held in October. Lonnie Mitchell, Principal will be conducting this meeting. Parents will be informed of:
  - The requirements of Title I and the school's participation
  - Their rights under Title I
- 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. This meeting will be offered at 2 separate times by Lonnie Mitchell. This meeting will also be offered via virtual.
- 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 per Lonnie Mitchell. A recorded virtual meeting will also be kept on file. Those attendees will be noted as their sign ons in the virtual meeting.

### ***3: Communications***

- Northridge Middle 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. (Lonnie Mitchell)
- The principal of each school in a school district shall designate certified staff members who are willing to serve as a parent facilitator. (Anita Reagan and Stephanie Richesin)
- Teachers will hold conferences individually with parents of children in their classrooms or virtually. 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. (Classroom Teachers)
- The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. This meeting may also be held virtually. This will be organized by Mark Titsworth, Assistant Principal.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: (Classroom Teachers, Lonnie Mitchell, Anita Reagan and Stephanie Richesin)
  - Back to School Mixer
  - Book fair helpers
  - Guest speakers in Career Development classes
  - Awards day presentation
  - Honor Club inductions
  - Open House
  - Parent Teacher Association
  - The Great Kindness Challenge
  - School Dances
  - Student versus Faculty ball games
  - Teacher Appreciation Week

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

The School-Parent compact was reviewed and revised at the Parent and Family Engagement Meeting on July 29, 2020.

- Northridge Middle School will involve staff, parents, and students in developing 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. This will be updated and distributed by Anita Reagan and Stephanie Richesin, School Counselors/Parent Involvement Coordinators.

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

For 2020-2021, Northridge Middle School has received \$2,090.00 as the allocation from district Title I funds for parent and family engagement activities.

The school will engage parents in decision-making about the allocation of its Title I funds for parent and family engagement.

Funds from Title I for parent and family engagement activities will be spent as follows:

- Various parenting books will be purchased and handed out during the spring parent-teacher conferences.
- Parenting materials will be purchased and kept on hand in the Parent Center located in the library.

#### ***6: Coordination of Services***

Parents may check out materials, use HAC to check grades, and visit educational websites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet (online survey) will also be available for parental input. The school will open the resource center at hours

that are convenient to parents. Resources will also be available online. (Parent Resource Center –Anita Reagan, Stephanie Richesin)

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, email) This will also be made available on the website. (Anita Reagan and Stephanie Richesin)

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 from our Parent Center. (Anita Reagan and Stephanie Richesin)

The school will 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.

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

- The school will provide opportunities for parents and community members to support the instructional program through such programs as guest speakers for Career Development classes. (Northridge monthly newsletter, Peachjar, Remind, Northridge website and social media)
- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. 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 work with our district elementary schools 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 and tours for parents and students to help with the transition. (Lisa Pixley, administrators, counselors, transportation)

- 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. (<https://www.ed.gov> <https://www2.ed.gov/about/inits/ed/earlylearning/index.html?src=rn>) Use of ADE website and tools for parents [<http://www.arkansased.gov>]

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

The school's staff will be trained in effective parent engagement strategies. 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 understanding 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.