

Family and Community Engagement Plan

School Name:

Parkview Elementary

Facilitator Name:

Amber Hurst

Plan Review/Revision Date:

August 1, 2020

District Level Reviewer, Title:

Karen Allen, Assistant Superintendent

District Level Approval Date:

August 17, 2020

Committee Members, Role:

Mary McCutchen, Principal

Aimee McCabe, Assistant Principal

Megan Stewart, Parent

Amy Ray, Parent & PTA Board Member

Heather Shelly, Parent & PTA Board Member

Brittany Rounds, Parent

Megan Beane, Teacher and Parent

1: Jointly Developed

Parkview Elementary will:

Form a parent and family engagement committee to create a parent and family engagement plan and implement parent and family engagement opportunities and activities as determined by the committee and reflective of the needs of students and families.

Involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training and resources on how to contribute to this process in a meaningful way.

Facilitate a yearly review of the plan conducted by Amber Hurst, School Counselor/Parent Involvement Coordinator and the committee at the beginning and then the end of each school year to prepare for the upcoming school year.

Take advantage of community resources and partnerships, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

Provides information about the Parkview Parent Teacher Association.

Coordinate and integrate with other programs, such as the Head Start Program, Reading First Program, Early Reading First Program, and state-run preschool programs.

Conduct quarterly meetings, in person or via online meeting venues, of the Parent and Family Engagement Committee to keep all members up to date on progress and to discuss ways that the school can improve the Parent and Family Engagement. If the Title I Schoolwide Plan is not satisfactory to parents, comments will be submitted to Karen Allen, District Parent and Family Engagement Coordinator.

2: Annual Title I Meeting

Parkview Elementary 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 on September 30th at 9:00am and 5:00 pm. Aimee McCabe, Assistant Principal will be conducting this meeting. The purpose of the meeting will be to inform parents of the school's Title I participation and to explain the requirements of Title I & rights of the parents.

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. (Aimee McCabe)

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. (Aimee McCabe)

During the spring (May 2021), the parent involvement committee meeting, an annual evaluation will be conducted to identify barriers, needs and strategies to be addressed during the following school year. Data from the annual parent survey will be tabulated and reviewed by the committee. The committee will have the opportunity to review the actual survey instrument and make changes to the content as needed.

3: Communications

Parkview Elementary will:

Notify parents of the policy by sending a copy home with each student and posting the policy on the school website. The Parent and Family Engagement Plan will be available in the school office as well. Amber Hurst, the Parent Involvement Facilitator can be contacted with any questions or concerns at (479) 474-8730 or amber.hurst@vbsd.us.

Post updated information for parents on Facebook, Twitter and the school website. It 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. (Mary McCutchen & Amber Hurst)

Ensure that each teacher sends 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. (Classroom Teachers)

Ensure that teachers routinely contact parents on an individual basis to communicate about their child's progress. (Classroom Teachers)

Provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. (Classroom Teachers)

Send parents a parent-friendly letter in the first report card that explains their child's test results and standardized test scores. (Aimee McCabe)

Offer parents a special workshop each year on the school's approach to school improvement. (Mary McCutchen)

Use the student handbook, school Website, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request. (Aimee McCabe)

Notify parents via social media and 2 way communication avenues such as Remind 101 or Bloomz of any changes to the planned school meetings or activities due to Covid-19 related issues that could arise throughout the school year.

Inform parents and guardians of any changes in the method of instruction provided to students in the event of quarantine or school closures due to Covid-19.

4: School-Parent Compact

The School-Parent compact was reviewed and revised at the Parent and Family Engagement Meeting on July 24 , 2020

School staff, parents, and students developed a school-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 build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact. This will be distributed by Amber Hurst, School Counselor/Parent Involvement Coordinator.

Teachers and parents will discuss the importance of communication between the parents and families in their initial positive parent contact during the first month of school. They will be encouraged to join the school and class social media groups and two way parent contact lists such as Remind 101 and Bloomz.

5: Reservation of Funds

Parkview Elementary will:

Ensure parents and families are involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parental involvement activities. Parents will be invited to participate at the district and school level to serve on parent involvement committees.

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. (Mary McCutchen, Aimee McCabe & Amber Hurst)

Engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. Parkview Elementary received \$1,129.00 for parent and family engagement activities and programs.

Enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (Mary McCutchen)

6: Coordination of Services

Parkview Elementary will:

Offer Student for a Day which is a three day opportunity where parents are invited to be a part of their child's every day learning. They will be able to experience lessons and activities that are provided to the students on a daily basis. This opportunity will be available in the month of November.

(Classroom Teachers)

Host 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 the School's Title I Plan. (Aimee McCabe)

Schedule parent-teacher 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.

(Classroom Teachers)

Offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. This will be organized by Aimee McCabe, Assistant Principal.

Encourage parents in the following types of roles and activities to increase their involvement and support for student learning: (Classroom Teachers, Mary McCutchen & Amber Hurst)

- Special parent lunches
- Fall Family Fun Night
- Book fair helpers
- Grandparents Day
- Awards day presentation
- Field day volunteers
- Open House
- Parent Teacher Association
- The Great Kindness Challenge
- Rise & Shine
- Student for a Day in October
- Girls Night Out & Boys Night Out

All planned activities are subject to a change of date or venue due to Covid-19.

7: Building Capacity of Parents

Parkview Elementary will:

Provide opportunities for parents and community members to support the instructional program through such programs as Reading Buddies, tutoring, and special friends. (Amber Hurst)

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. (Amber Hurst)

Make available a volunteer handbook in the school office or parent center. This handbook is updated by Amber Hurst, School Counselor/ Parent Involvement Coordinator.

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 [<http://www.arkansased.gov>], 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. (Amber Hurst)

8: Building Capacity of School Staff

Parkview Elementary will:

Train teachers, specialized instructional support personnel, and other school leaders in the ways that they can communicate with parents, build ties between home and school, and respond to parent requests.

Train teachers in ways that they can provide parents with information in a format and language that parents can understand.

Ensure that teachers are well trained in how to welcome parents to the school and seek parental support and assistance by providing resources and opportunities for parents to participate in on campus activities.

Offer professional development opportunities for teachers that instruct them on the ways that teachers can engage parents in the educational development of their students.

9: Building Capacity - Discretionary

The Parkview Elementary 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 such as parental involvement in Literacy training through Literacy Night, Fourth grade CAMP, grade level field trips, workshops on topics such as poverty and safety issues, Community involvement in our Backpack program - providing snacks for students over the weekend, in the Impact Program through the Van Buren School District that provides food for families in need on a monthly basis.