

School Parent and Family Engagement Plan

School Name:

Yellville-Summit Elementary School

Facilitator Name:

Jaunie Lunceford

Plan Review Date:

July 2, 2020

District Level Reviewer, Title:

Donna Tennison, District Chair

District Level Approval Date:

July 13, 2020

Committee Members, Role:

Pam Darnell, Kindergarten Instructor

Lisa Gilley, First Grade Instructor

Denise Horton, Second Grade Instructor

Dawn Melton, Third Grade Instructor

Sharon Devore, Fourth Grade Instructor

Jessica Kelley, Fifth Grade Instructor

Maggie Davenport, Sixth Grade Instructor

Marilyn Pangle, K-12 Curriculum Director

Calvin Mallett, K-6 Principal

Teresa Eastin, K-6 Counselor

Misty Holland, Parent, PTO President

Krista McCalla, Parent

Jaunie Lunceford, Second Grade Instructor, K-6 Facilitator

Donna Tennison, Business Instructor, District Chair

1: Jointly Developed

The District Policies indicate and are reflective of the policies set-forth by the Arkansas School Board Association in regard to parent/community involvement program guidelines and stated expectations for both the parents and the school. (Donna Tennison, District School Improvement Chair, 449-4066)

The school will involve parents/guardians on school improvement planning committees. To support this process, the school will offer both school staff and parental training on how to contribute to this process in a meaningful way. (Donna Tennison, District School Improvement Chair, 449-4066)

Instructions for an online parental interest survey will be available at parent/teacher conferences in October and February to get opinions and/or concerns from parents/guardians about activities to support their student(s) academically and socially. The school will use the results of the parental interest surveys to plan the Family and Community Engagement (FACE) activities and/or improvements for the year. The school will re-evaluate the suggestions by the parents/guardians at the end of the year as part of the annual parent and FACE plan evaluation and consider suggestions for the following year. (Jaunie Lunceford, Facilitator, 449-4244)

Parents/guardians are oriented to the School Improvement process during meetings with members of the Leadership Teams each fall during in-service and asked to participate in identifying needs, strategies, and resources available to impact student achievement. (Donna Tennison, District School Improvement Chair, 449-4066)

The school will engage parents/guardians in the annual evaluation of the FACE efforts through an annual evaluation using a comprehensive needs assessment filled out by instructors, parents, and school staff. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents/guardians participating in workshops and meetings; (2) specific needs of parents/guardians; (3) effectiveness of specific strategies; and (4) engagement of parents/guardians in activities to support student academic growth. The FACE committee, compiled of instructors, parents, and school staff, will determine the effectiveness of the FACE plan and make changes if warranted. (Donna Tennison, District Chair, 449-4066, and Jaunie Lunceford, Facilitator, 449-4244)

2: Annual Title I Meeting

The school will hold an orientation for parents and the public to inform them about the school's participation in the Title I program and to encourage parents/guardians to be involved with reviewing and revising said plan for the following year. This year's meeting will be hosted in the high school media center on September 14, 2020, and may be presented virtually. (Donna Tennison, District Federal Programs Chair, 449-4066)

Parents/guardians will be encouraged to attend and participate in the annual Public Title I meeting. (Donna Tennison, District School Improvement Chair, 449-4066)

The District is Title I Schoolwide, therefore all students participate in the Title I programs. The School will hold its annual Title I meeting at such a time to ensure that there is ample time to provide a description/explanation of school curriculum, information or forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. Parents are informed of the requirements of Title I, the school's participation with Title I, and their rights as parents under Title I. This year the meeting will be held on Monday, September 14, 2020, in the high school media center and may be presented virtually. (Donna Tennison, Federal Coordinator, 449-4066)

3: Communications

The School will make available informational packets each year that include a copy of the school's parent and family engagement plan, a survey for volunteer interests, recommended roles for parents/instructors/students and school, suggestions of ways parents can become involved in their student's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (note, phone calls, email). The FACE Plan is posted on the District website. (Jaunie Lunceford, Facilitator, 449-4244)

Each K-6 instructor will send home a folder containing student papers and work samples each week. Parents/guardians will be asked to sign the folder and send it back to school. (Calvin Mallett, Principal, 449-4244)

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 and family workshops and meetings. (Jaunie Lunceford, Facilitator, 449-4244)

Teachers will use Remind.com to communicate with parents/guardians. Meetings with parents will be held at various times during the day or evening to better accommodate parents. (Calvin Mallett, Principal, 449-4244)

The school will use Google Classroom, Google Meet, phone calls, and Facebook postings during a crisis to foster encouragement and parental involvement with their child's learning. (Calvin Mallett, Principal, 449-4244)

The School will provide opportunities for parents/guardians and community members to support the instructional programs. (Jaunie Lunceford, Facilitator, 449-4244)

The school will provide to parents/guardians reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. (Calvin Mallett, Principal, 449-4244)

Instructors will hold conferences individually with parents/guardians of children in their classrooms on October 22, 2020, and February 11, 2021. (Calvin Mallett, Principal, 449-4244)

4: 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 students achieve the state's high academic standards. All stakeholders will sign the compact. (Calvin Mallett, Principal, 449-4244)

Instructors will routinely contact parents/guardians on an individual basis to communicate about their student's progress. (Calvin Mallett, Principal, 449-4244)

The school will provide progress reports at the mid-point of each nine-week grading period and report cards at the end of each period which reflect a student's academic progress, days in attendance, and appropriate contact information. (Calvin Mallett, Principal, 449-4244)

Instructor contact information is posted on the district website. Parents/guardians are encouraged to meet with instructors before/after school or during their preparation period. The building administrator is available to attend these meetings at the request of instructor or parent. (Calvin Mallett, Principal, 449-4244)

Parents/guardians are oriented to the School Improvement process during meetings with members of the Leadership Teams each fall during in-service and asked to participate in identifying needs, strategies, and resources available to impact student achievement. (Donna Tennison, District School Improvement Chair, 449-4066)

Included in the District Policy Handbook is the school's process for resolving parental concerns, including how to define a problem, who to approach first, and how to develop solutions. (Donna Tennison, District Chair, 449-4066).

5: Reservation of Funds

Parental engagement activities will be funded by Title I or local funds as the purpose of the activities is to strengthen the student/parent/school community. The school will provide resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their student as well as any reasonable support for parental involvement at the request of the school. To promote and support responsible parenting, the school shall, as funds are available, also purchase parenting books, magazines, and other informative materials regarding responsible parenting through both our parent center and school library, advertise the collection, and make those items available for review. (Donna Tennison, District Federal Programs Chair, 449-4066)

6: Coordination of Services

K-6 will hold special celebration breakfast/lunch meals throughout the school year recognizing mothers, fathers, and grandparents. (Calvin Mallett, Principal, 449-4244)

K-3 will host Family Reading Night on March 18, 2021, to encourage parents to frequently read with their student and share in modeling reading strategies. (Teresa Eastin, Counselor, 449-4244)

K-6 will hold a Spring Fling in March, 2021, 5:00-7:00 p.m. with grade level projects and books for Bingo prizes. (Calvin Mallett, Principal, 449-4244)

The school shall utilize the Parent Teacher Organization to foster parental and community involvement within the school. (Jaunie Lunceford, Facilitator, 449-4244)

During time of need, Facebook is used to update parents/students on access to student assignments and a local business provides WIFI hotspots to assist families with accessing the internet. When needed, the school will provide computers to be

checked out to families and hotspots made available for at home internet access. (Donna Tennison, District Federal Programs Chair, 449-4066)

The school will coordinate and integrate parent and family engagement strategies under other programs. (Jaunie Lunceford, Facilitator, 449-4244)

Parents/guardians may check out materials, use the computer to check grades, and visit educational Web sites. Parents/guardians will be encouraged to view the School Improvement Plan located on the district website. A suggestion sheet will also be available for parental input. The school will open the parental resource center (PIE SHOP) at hours that are convenient to parents. (Calvin Mallett, Principal, 449-4244)

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. (Marilyn Pangle, 449-4244)

7: Building Capacity of Parents

According to ACT940, the school shall report in writing to the parent/guardian of students in grades K-8 the independent reading level of their student. (Teresa Eastin, Counselor, 449-4244)

Using log-in information supplied by appointed staff, each parent/guardian is encouraged to access Home Access Center (HAC), which provides current classroom grades, instructor contact information, upcoming project/assignments, and a method for point in time interventions. (Teresa Eastin, Counselor, 449-4244)

Parents/guardians will be given a summary of the student's test scores and an explanation of the interventions instructors are using to assist the student in reaching achievement goals. Parents/guardians will be asked to engage in discussion of how they can support these efforts. Parents/guardians will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (Teresa Eastin, Counselor, 449-4244)

The School will provide instruction to a parent/guardian 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 Arkansas Division of Elementary and Secondary Education (Arkansas DESE) (arkansased.org) 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 Arkansas DESE. (Teresa Eastin, Counselor, 449-4244)

To promote and support responsible parenting, the school shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting, advertise the current selection and give parents the opportunity to borrow the materials for review. (Jaunie Lunceford, Facilitator, 449-4244)

8: Building Capacity of School Staff

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 instructors designed to enhance the understanding of effective parent and family engagement strategies every four years. (Wes Henderson, Superintendent, 449-4061)

The principal shall designate one (1) certified staff member who is willing to serve as parent and family engagement facilitator. (Wes Henderson, Superintendent, 449-4061)