

AR  
 University Heights School of Medical Arts (Nettleton School District)  
 3901 Aggie Rd  
 Jonesboro AR 72405  
 870-336-4700

### School Parent and Family Engagement Plan

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| <b>School Name:</b>                    | University Heights School of Medical Arts |
| <b>Facilitator Name:</b>               | Julie Barker                              |
| <b>Plan Review/Revision Date:</b>      | 7/27/2020                                 |
| <b>District Level Reviewer, Title:</b> | Nancy Gribble                             |
| <b>District Level Approval Date:</b>   |   |

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

| First Name | Last Name | Position   |
|------------|-----------|--|
| Julie      | Barker    | Library Media Specialist/Parent Engagement Coordinator |
| Debbie     | Bean      | Principal  |
| Lisa       | Hogan     | Assistant Principal                                    |
| Mona       | Baker     | Family Center Coordinator                              |
| Ellen      | Deaton    | Teacher  |
| Danielle   | Smallman  | Parent   |

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

| First Name        | Last Name | Position                    |
|-------------------|-----------|-----------------------------|
| Natalie and Steve | Leslie    | Parents                     |
| Erica             | Smith     | Parents                     |
| April             | Park      | Parent                      |
| Fallon            | Jenkins   | Parent                      |
| Delane            | Hogan     | Parent                      |
| Donnie            | Hauge     | School Board Representative |

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

| First Name | Last Name | Position                               |
|------------|-----------|--|
| Patsey     | Rook      | District Parent Engagement Coordinator |
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### **1: Jointly Developed**

*(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Engaging parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment completed by teachers, parents and school staff. The Title I committee, made up of teachers, parents, and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. The assessment was given during the spring semester. (September, 2020 Debbie Bean and Lisa Hogan)

Evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental engagement evaluation. (July 1, 2020 Lisa Hogan, Julie Barker)

Asking parents to complete a parent needs assessment to obtain information from parents concerning the activities they feel will be the most beneficial in the efforts to support their child academically. (March, 2021 Julie Barker)

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

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The school will conduct an Annual Title I Meeting for parents of the students who participated in the Title I, Part A Program to inform parents of the requirements of Title I and distribute copies of the PFE Policy. (October 29, 2020 and March 18, 2021 Debbie Bean and Lisa Hogan)

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. (October 29, 2020 and March 18, 2021 Debbie Bean and Lisa Hogan)

For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, 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. (October 29, 2020 and March 18, 2021 Debbie Bean and Lisa Hogan)

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### **3: Communications**

*(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Scheduling a Virtual Open House the night of August 20, 2020. (July 2020 James Dunivan)

Preparing a student handbook that describes the goals, routines, and policies of our school. These kits will be sent home on the first day of school or when a new student registers. (August 24, 2020 and ongoing Lisa Hogan)

The Parent and family engagement policy will be posted on the school and district websites as well as a paper copy available at parent/teacher conferences. PFE policies will be available in different language translations. We will use TransAct to translate documents. (October 1, 2020 Dawn Gates/Hunter West)

Frequently updating the website to include important dates of upcoming events (July 1, 2020, Dawn Gates and Hunter West)

Allowing the parents and teachers to communicate in a regular, two-way, and meaningful manner by maintaining a school website and email. (July 1, 2020 Debbie Bean)

Using a grading software district-wide to facilitate and promote better communication about individual student achievement among teachers, parents, and students (July 1, 2020 Debbie Bean)

Communicating with parents about upcoming state assessments through letters and conferences. (August 24, 2020 and ongoing Cheryl Lenards)

Maintaining a Facebook page for UHSMA families. (July 1, 2020 Lisa Hogan)

Sending mass emails to parents regarding upcoming events and other pertinent information. (July 1, 2020 Dawn Gates)

Using such applications in the classroom as Remind 101 and Class Dojo. (August 24, 2020-May 28, 2021)

Use TransAct to translate letters, notes, and documents to send home to communicate with non-English speakers. (July 2, 2020 Debbie Bean)

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**4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

School staff, parents, and students will develop a school parent-student compact through surveys completed by staff, parents, and students. This compact will outline how parents, school staff, and students share 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. This will be completed during the annual Parent Advisory Team Meeting. Stakeholders will sign the compact. (August 24, 2020 Lisa Hogan)

If a parent has a grievance, they may refer to the district student handbook for the procedures to follow.

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**5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each**

**of the required components?**

A Parental Advisory Committee will be established in order to review necessary improvements or changes.

A parental advisory committee will meet to share and review the budget for parent and family engagement activities and programs and receive input into how funds are used.

**6: Coordination of Services**

*(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Purchasing parents books and other informative materials available for parent check out. (August 24, 2020 Mona Baker)

Maintaining relationships with public and private agencies that provide family support services, such as Families, Inc., Methodist Family Health and SUCCESS School. (August 24, 2020 and ongoing Lisa Hogan)

Continuing to collaborate with the Jonesboro Police Department by providing D.A.R.E. (August 24, 2020 and ongoing Debbie Bean)

Partnering with Arkansas State University to serve as Professional Development School of training of pre-service teachers. (August 24, 2020 and ongoing Debbie Bean, Natalie Leslie)

St. Bernards and NYIT will do Health Screenings in the Cafeteria. St. Bernards will be screening height, weight, blood pressure, BMI, education and lastly a blood draw to determine cholesterol, blood sugar, and anemia. NYIT will do screenings for mental health as well as having their Delta Care A Van on-site for additional screenings. (October 29, 2020 Debbie West)(May change due to COVID-19)

Night of the Arts: St. Bernards will have booths set up to provide Health Education. NYIT student doctors will be walking around talking to students about their projects. (TBD Debbie West)(May change due to COVID-19)

**7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Scheduling two parent/teacher conferences to help parents better understand how to enhance their child's education. Parents will receive a form to select the time that best meets their needs. Teachers will hold conferences during the designated times set by the district and will contact parents for individual conferences with academics or behavior that appear to be a concern. During conferences, teachers will explain student's progress academically and behaviorally as well as explain state and building assessment scores. Teachers will also suggest strategies or programs that parents may use to better their child at home. Teachers will also refer parents to the Family Center to obtain resources that may be checked out and used at home. Resource and Interventionists will be available for consultation. District conferences will be scheduled for October 29, 2020 and March 18, 2021. (July 1, 2020 James Dunivan) Changes due to COVID-19 may occur. In case of not being able to meet face-to-face, teachers will contact parents individually for phone conferences.

Purchasing parent books and other informative materials available for parent check out. (August 24, 2020 Mona Baker)

Schedule one parent night per semester providing opportunities for parents, students, and faculty to have positive experiences outside the school day. (July 1, 2020 Debbie Bean and Lisa Hogan)(May change due to COVID-19)

Provide opportunities for parents to attend various trainings once per semester such as Homework Help 101 and Family Center Resources, ACT Parent Prep: Parents Helping Students Prepare for the ACT Assessment, or Meals on a Budget) (May change due to COVID-19)

St. Bernards and NYIT will do Health Screenings in the Cafeteria. St. Bernards will be screening height, weight, blood pressure, BMI, education and lastly a blood draw to determine cholesterol, blood sugar, and anemia. NYIT will do screenings for mental health as well as having their Delta Care A Van on-site for additional screenings. (October 29, 2020 Debbie West)(May change due to COVID-19)

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STATE REQUIREMENT- 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. (July 1, 2020 Debbie Bean)

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

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

STATE REQUIREMENT (Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts share require no fewer than two (2) hours of professional development for teachers and administrators designed to enhance the understanding of effective parental involvement strategies. This professional development will be on a rotating basis per ADE. (July 1, 2020 Debbie Bean)

Surveying parents regarding their interests and abilities in volunteering for future participation. (August 24, 2020)

Publishing a volunteer resource book, listing the availability of volunteers for school staff members to use. (October 1, 2020 Julie Barker)

Providing several occasions for parents to volunteer and be a part of our school community including fundraisers, Mini-Course Day, School Christmas parties, Make a Wish, Curriculum/Fine Arts Night, Grade Level Performances, and guest speakers/readers in the classroom. (August 24, 2020 Debbie Bean and Lisa Hogan) (May change due to COVID-19)

Using social media as well as a monthly calendar (paper copy) to keep communication open with parents and teachers/staff.

Providing different events throughout the year involving teachers/staff members to provide health education for our families.

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## **9: Building Capacity - Discretionary**

*(The school 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.)*

**Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

The school will engage parents in the decision making about the allocation of its Title 1, Part A funds for parental involvement. (September, 2020 Debbie Bean)

A parent advisory committee will be established in order to review necessary improvements. Parents will receive test data, survey results, and the past ACSIP and Parental Involvement plans to view and give feedback on ways to better improve various facets of UHSMA. (October, 2020 Julie Barker)

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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)**

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**District Feedback**

- Attention: Changes Needed!
- In Compliance

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**Comments:**

Post to the school website before the end of the day on July 31, 202. Thanks!