

**FORREST CITY JUNIOR HIGH SCHOOL
PARENT and FAMILY ENGAGEMENT PLAN
2017-2018**

Superintendent:
Dr. Tiffany Hardrick

Principal
Carlos Fuller

Parent Facilitator:
Evelyn F. Turner

School Improvement Status: Priority

FCJHS Parent Committee Members:
LaSandra Bean, Title I Parent Coordinator
Evelyn Turner, FCJHS Facilitator and SIG Parental Involvement Coordinator
Helem Alshayef, Parent
Fannie Evans, Parent
Sharonda Henderson, Parent
Becky McKissick, Parent
Miasha Morgan, Parent
Donell Powell, Parent
Lillie Suggs, Parent
Jackie White, Parent

Goal 1: Forrest City Junior High School will utilize various communication strategies to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

Strategies for reaching goal:

- The school will distribute a quarterly 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.
- The school website will include individual Web pages for each teacher that will be updated to include homework assignments and pertinent classroom information.
- The school will notify parents that they can access their child's grades using a PIN number they received, upon request from the Technology Department.
- The school website will include building level email addresses for all of the faculty and staff, allowing parents the information and access needed to communicate with all members of the school staff.

- Teachers will routinely contact parents, on an individual basis, to communicate about their child's progress.
- The school will provide a mid-nine week reports, which will inform parents regarding their child's academic progress and upcoming classroom and school events.
- The school will offer parents a special workshop each year on the school's approach to school improvement.
- The school will use the student handbook, school web site, electronic signage in the main office and cafeteria, and parent meetings to keep parents and guardian abreast of events, important information concerning policy and rules changes. A copy of the handbook is available on the district website or a hard copy upon request.
- The school will present its annual report to the public that will advise parents and community persons about the state of the school and our current improvement plan.
- The school will hold its annual school-wide Title I meeting to present the Title I Plan and any changes in Title I.
- The school will have a Parent Center located in the school's library for parents to access information on teaching and learning styles and strategies. It will be open daily from 8:00 a.m. – 3:00 p.m.
- The school will host quarterly parent nights to inform parents of upcoming project based learning (PBL) activities in core disciplines.
- The school will use the school cast system and local newspaper to inform parents of upcoming events and activities.

Goal 2: Forrest City Junior High School will host parent meeting, conferences and activities regularly throughout this year, offering flexible meeting times, to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts.

Strategies for reaching goal:

- The school will hold meetings that will include a series of quarterly parent nights that provide an opportunity for parent and their child to experience the school situation in a positive and helpful manner, allowing school staff to provide any needed assistance or encouragement.
- 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. The first school-wide Parent /Teacher conference was September 21, 2017 and the second Conference will be February 20, 2018 from 4:00-7:00pm.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: Teacher assistant, tutor, special parent lunches, book fair helpers, Grandparent's Day, awards day presentation, 8th grade promotion ceremony, field day volunteers, parent

education workshops, Open House, parent-school organization, various committees, and D.O.G.S. (Dads of Great Students)

Goal 3: Forrest City Junior High School will provide information to parents about volunteer opportunities.

Strategies for reaching goal:

- The school will provide opportunities for parents and community members to support the instructional program through quarterly parent project-based learning nights, informational parent meetings, Mustang website, Remind 101, e-mail, and newsletters.
- The school will provide opportunities for parents and community members to support the instructional program through such programs as tutoring, teacher assistant, various committees, and open house.
- 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 engaged 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.
- 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.
- 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 and family engagement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.
- The school will work with 6th Grade 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.
- The school will work with Forrest City High School 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.

Goal 4: Forrest City Junior High School will work with parents to create a School-Parent-Compact.

Strategies for reaching goal:

- 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.

Goal 5: Forrest City Junior High School will provide opportunities for parents to be engaged 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.

Strategies for reaching goal:

- The school will provide opportunities to have meetings with the Principal to discuss ideas for improvement.
- The school will provide the opportunity for parents to be engaged through surveys.
- The school will provide the opportunity for parental engagement through Parent Nights each semester.
- The school will develop a Site Based Committee consisting of the Principal, Assistant Principal, an 8th Grade Student, Student Council President, 1 Student Action Committee Member, 1 Student at Large, 4 Parents, 2 Community Members and 2 Faculty Members.
- 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.
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community engagement within the school.

Goal 6: Forrest City Junior High School will provide resources for parents.

Strategies for reaching goal:

- Parents may check out materials, use the computer to check grades, and visit educational web sites. A suggestion sheet will also be available for parental input. The parents will have access to the resource center during regular school hours.

- 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 engaged in their child'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 (notes, phone calls, e-mail...).
- 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.
- The school will provide a parent center located in the library and designated computers in the main office.
- Included in the school's policy handbook are: 1) the school's process for resolving parental concerns, 2) how to define a problem, whom to approach first, and 3) how to develop solutions.
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator.

Goal 7: Forrest City Junior High School will engage parents in the evaluation of your parent and family engagement efforts.

Strategies for reaching goal:

- The school make efforts to increase parent and family engagement including but not limited to a the survey that will 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.

Goal 8: Forrest City Junior High School will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year.

Strategies for reaching goal:

- The school will ask parents to fill out a parent interest survey at registration or in September 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.
- The school will use the results of the parent interest survey to plan the parental involvement activities for the year.
- 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. Results will be posted on the school's webpage and SchoolCast will inform parents of where they can access this information.

Goal 9: Forrest City Junior High School will plan the Annual Title I Meeting.

Strategies for reaching goal:

- The school will hold an orientation for parents 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.
- The school's Annual Title I Meeting, for parents of the students who participate in the Title I Part A Program will occur on October 2017.
- 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.
- 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.