

Paulette Smith Middle School

400 PANTHER DRIVE

FOUKE AR 71837

870-653-2304

**School Parent and Family Engagement Plan**

**This form was adapted from, *A Toolkit for Title I Parent Involvement.***

**Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement.*  
Austin, TX: SEDL.**

**District**

Fouke

**Grade Levels**

6-8

**Building Facilitator and District Coordinator**

Mrs. Amy Johnson

**Title I Status**

Schoolwide

**Percent of free and reduced lunch**

56%

**Parent and Family Engagement Committee Members**

Amy Johnson, Teacher

Amanda Whitehead, Principal

Gina Purifoy, Counselor

Kelli Barnett, Parent

**1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.**

The school has created a Web site to house classroom Web sites for each teacher. Homework assignments and pertinent classroom information will be available on classroom Web sites. Also, parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff.

The school will distribute a monthly 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.

Parents are given the opportunity for involvement through telephone contact, written notes, and receiving newsletters. Students are given monthly calendars to take home to show monthly events and happenings going on in our school.

Every student will take home a P.A.W.S. planner containing student papers, work samples, and an accountability log every day for parents to see and be aware of their child's progress and behavior. Teachers will routinely contact parents on an individual basis to communicate about their child's progress. The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events.

The school will send give parents a parent friendly letter with the first report card that explains their child's test results and standardized test scores. The school will offer parents a "Parents Right to Know" meeting each year on parents' rights as a Title 1 school and on the school's approach to school improvement.

The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.

**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these**

### **types of efforts.**

The school will hold two parent/teacher conferences (October 23, 2018 and February 12, 2019) that will be student led. Students will share their academic progress with their parents/guardians using progress monitoring data and sample work using their data binders. The school will hold a meeting 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 will hold an orientation for 6th grade parents to inform them about the school's practices and procedures and to welcome them to the middle school. The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

Teacher assistant

Book fair helpers

Veterans Day

P.A.W.S. Auction

Outdoor School

Talent Show

Open House

Choir concerts

Band concerts

Various committees

Library assistant

Reading buddy

---

### **3. How will your school provide information to parents about volunteer opportunities?**

The school will provide opportunities for parents and community members to support the instructional program through such programs as tutoring, guest

speakers, reading buddies, and Panther Academy. The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts in packets sent home on the first day of 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.

**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. The school provides this through information shared at events such as Open House, Parent/Teacher Conferences, monthly newsletters, and information shared on the school website.

**STATE REQUIREMENT (Staff Development)** 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 understand of effective parental involvement 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.

#### **4. How will your school work with parents to create a 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 children achieve the state's high academic standards. All stakeholders will sign the compact.

#### **5. How will your school provide opportunities for parents to be involved 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?**

The 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. The school will engage parents in decision-making about the allocation of its Title I, Part A funds for parental involvement.

STATE REQUIREMENT – 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. STATE REQUIREMENT - The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. Fouke School District has an active Parent Teacher Organization (PTO) that meets monthly.

## **6. How will your school provide resources for parents?**

Parents may check out materials through our parent resource section of our library, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource section. A suggestion survey will also be available for parental input.

STATE REQUIREMENT - The school will distribute Informational packets each year that includes a copy of the school's parental involvement 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, 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...).

STATE REQUIREMENT - 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.

STATE REQUIREMENT – Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

STATE REQUIREMENT – The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. Amy Johnson is the parent facilitator of Paulette Smith Middle School for the 2017-2018 school year.

**7. How will your school engage parents in the evaluation of your parent and family engagement efforts?**

The school will engage 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 filled out by teachers, students, 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. 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 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.

**8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?**

The school will ask parents to fill out a parent interest survey at registration or at the beginning 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 parental involvement plan evaluation.

**9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)**

The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. 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.