

AR
 Prescott School District
 762 Martin Street
 Prescott AR 71857
 870-887-3016

District Parent and Family Engagement Plan

School Year:	2018-2019
Superintendent:	Robert Poole
District Parent and Family Engagement Coordinator:	Kathie Janes
Email (of Coordinator):	kjanes@prescottschool.net

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Ashley	Dixon	Parent
Quantas	Gulley	student
Janis	Wren	Grandparent
Patricia	Roberts	Community & City Council
Patrica	Blake	School Board President
Howard	Austin	Community & City council

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Shannon	Henderson	elementary School improvement
Allison	Kisselburg	high school PFE facilitator
Pearl	Bailey	junior high PFE facilitator
Tiffany	Moore	elementary PFE facilitator
Willie	Wilson	high school Dean & Community Outreach
Kim	Jester	Literacy Facilitator

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Missy	Walley	District & School Improvement Specialist
Kelley	Dice	District Testing Coordinator & Library Media Specialist

Goal 1: How will the LEA foster effective parent and family engagement strategies and support partnerships among school, parents, and the community to improve student achievement?

1. Review the district parental involvement policy plan under the leadership of Kathie Janes and/or Robert Poole during the Parent and Family Engagement Committee (PFE) meeting annually and then shared with patrons by posting on the district website and the Report to the Public (if Report is held in October). During September or October each year, the district plan will be shared at the school board meeting and/or the Report to the Public meeting. The district parent involvement committee met to review the PI plan, discuss the parent-school compact, and discuss the Parent Engagement Plan for the district on September 24, 2018. The district will also meet in January 2019 and April of 2019 to review activities for the fall and in April to evaluate the effectiveness of the plan and review the survey from parents and family.

2. The district will conduct an annual meeting in the fall on November 5, 2018, with Kathie Janes as leader to review the current year's Title I, Part A Program. Prescott Elementary is the only Title I school in the district so at the annual meeting, parents will be informed of all aspects of being a school-wide Title I school and also be informed of student achievement at PES and the designation for improvement for the school. This will include a discussion of the 10 components of a school wide Title I school. A parental involvement contact person at all schools will be identified including the Title I School, Prescott Elementary. The district's and each local school's Parental Engagement Committee will work together to promote parental engagement and disseminate information to the community.

The Title I PFE facilitator is Tiffany Moore, 870-887-2514. Mrs. Moore will work with the Literacy Specialist Shannon Henderson and the kindergarten teachers to coordinate parent and family engagement activities with other programs such as Head Start and other pre-school programs. The district PFE, Kathie Janes, and/or the literacy specialist at PES, Shannon Henderson will attend literacy meetings when available in the community to promote literacy and love of books and reading.

3. Reserve a minimum of 1% of the Title I, Part A allocation for parental involvement, with the other 95% going to Title I, Part A Schools. This does not apply.

4. The Title I PFE facilitator Tiffany Moore, 870-887-2514, work with the Literacy Specialist Shannon Henderson and the kindergarten teachers to coordinate parent and family engagement activities with other programs such as Head Start and other pre-school programs. A kindergarten teacher representative will visit the pre-school programs including Head Start in the fall and spring to observe activities and discuss ideas on helping students prepare for kindergarten. The district PFE, Kathie Janes, 870-887-3016, and/or the literacy specialist at PES, Shannon Henderson, 870-887-2514, will attend literacy meetings when possible in the community to promote literacy and love of books and reading.

5. The PFE contact person for Prescott Elementary, the only Title I school in the district, is Tiffany Moore, 870-887-2514. The district PFE contact person is Kathie Janes, 870-887-3016.

6. The district and schools will conduct an annual review of the effectiveness of the PFE engagement plan in April or May of each year and results will be shared. Contact person for the district is Kathie Janes, 870-887-3016, and facilitators will share each school's results with the district PFE and each school's PFE committee and schools. Prescott Elementary (PES), Tiffany Moore, 870-887-2514; Prescott Junior High (PJHS), Pearl Bailey, 870-887-2421; Prescott High School (PHS), Allison Kisselburg, 870-887-3123.

7. The district and each school will form Parent and Family Engagement committee to create a parent and family engagement plan. Each committee will implement PFE activities as well as disseminate information to the community to promote parent and family engagement in the Title I school as well as the non-Title I schools. Kathie Janes, district PFE, 870-887-3016; Tiffany Moore, PES, 870-887-2514; Pearl Bailey, PJHS, 870-887-2521; and Allison Kisselburg, PHS, 870-887-3123.

8. Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand. This will be monitored by ESOL school Coordinators, Brenda Smith (PES) 870-887-2514, Quinton Radford (PHS) 887-2770 and Frank Henson PJHS(870-887-2521) and Kathie Janes, ESOL coordinator (870-887-3016), as well as building principals. The coordination of parental engagement activities with all the programs that we have in the district will be supervised by the Prescott Elementary School's Parental Facilitator, Tiffany Moore and the kindergarten teachers. Kindergarten teachers will meet with any organizations that operate a pre-school program at least 1 time per semester for transition from pre-

school to public school kindergarten. The high school career counselor, Haleigh Glass, will visit with junior high school students at least 1 time per semester for transition from K-4 elementary to 5-8 junior high, and 9-12 high school. All other programs will be coordinated by Kathie Janes, District Parental Involvement Coordinator, 870-887-3016, or the building ESOL coordinators, Quintin Radford, 870-887-2770, and Brenda Smith, 870-887-2514, and Frank Henson, 870-887-2521.

9. Conduct a district wide survey in April or May of each year (2019) to review the effectiveness of the parental engagement plans of each school and district as a whole. The information will be tabulated by the schools' Parent Engagement (PE) facilitators and shared with the district coordinator, Kathie Janes, and the PFE district committee. The annual parent activity evaluation report will be shared with parents, staff and the community through the district's website or other communication. This report will be coordinated by Kathie Janes, PSD Parental Engagement Coordinator, 870-887-3016, and individual school PE facilitators, Tiffany Moore (PES), Pearl Bailey (PJHS) and Allison Kisselburg (PHS) as well as school administrators. The district and schools will encourage and solicit participation from parents and community in the process of school review and improvement.

Parents are involved in the school improvement (formerly ACSIP) process by having parents serve on each of the school's School Improvement Committees and on the district improvement leadership team. In addition, parents are given a survey to complete and return to evaluate the effectiveness of the schools' plans. A Title I survey is given during the fall at parent Teacher Conferences (October 22, 2018). This is coordinated through the Prescott District Title I coordinator, Kathie Janes, contact number 870-887-3016, and Tiffany Moore, PES parent engagement facilitator, and Shannon Henderson, PES School Improvement process manager, contact phone numbers 870-887-2514.

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental engagement?

1. Conduct ongoing site visits to observe parental engagement practices under the leadership of Kathie Janes and Robert Poole as well as the high school principal Tommy Poole, junior high principal Jay Turley, and elementary principal Kimberly Grimes. Develop procedures for collecting parent participation documentation through sign-in lists, agendas, and minutes for workshops, meetings, and conferences, brochures, meeting notes, and other means as appropriate throughout the school year through the Parent and Family Engagement Committee under the leadership of the building administrators, Prescott Elementary, Kimberly Grimes, Prescott Junior High, Jay Turley, and Prescott High, Tommy Poole.

2. Materials and training will be provided to assist parents in supporting their child's academic achievement. A parent center is located in each building. Parents will be invited to participate and attend parent nights geared towards helping parents and family support the learning and achievement of each child including behavior, academics, and tips for parenting.

3. Enhance the awareness and skills of teachers, principals, and staff in reaching out to, communicating with, and working with parents as equal partners during grade level collaborations & team meetings. Each building administrator will be responsible for providing information to teachers and staff about involving parents in the schools. Teachers and staff received two hours of professional development in August 2018 on engaging parents and promoting parent and family engagement.

4. Ensure, to the extent possible, that information is sent home in a language and form parents can understand. Ms. Tiffany Moore, Prescott Elementary Parent Facilitator, (887-2514) ensures that this is accomplished. The schools also use the counselors to ensure that parent communications are in a parent friendly language.

5. Parents will be informed during Open House and Parent/Teacher conferences about the availability of support for adult education including any literacy training in the community and if a GED program is available in the community.

6. The district will inform parents of the school and district PFE and offer a print copy of the plan if requested. Each plan is posted on the district's website curleywolves.org

7. Monitor Prescott Elementary, Title I Part A school wide program school, along with all schools in the district, to

ensure they have developed a Parental Policy/Engagement Plan, provides information to parents about school programs with flexible meeting times, and provide information to parents concerning the use and access to the district's eschool to monitor their child's grades and attendance. Title I Monitoring will be throughout the year with emphasis during the months of November, February, and May under the supervision of Kathie Janes and Shannon Henderson. Information to parents will be disseminated during Open House at the beginning of each year under the leadership of each school's administrators. Also, new students and their parents will receive this information during their registration by the school counselor. This information will also be reemphasized during the Title I meeting on November 5, 2018, by district PFE coordinator, Kathie Janes. Parents will be trained on the phone notification system used by the Public Relations person, Valarie Cobb, during a district parent meeting once the system is installed. Also, Ms. Cobb can explain how social media such as school Facebook can be used to stay informed about school and district activities.

School staff, parents, and students of Prescott Elementary (Title I School) and the high school will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving the student academic achievement and the means by which the school and parents will build and develop a partnership to help each child achieve the state's high academic standards. All stake holders will sign the compact. The school secretary, Satarra Williams, will be responsible for copying the compact. Teachers will be responsible for handing out compacts and discussing them with parents during Parent Orientation, PHS, August 6, 2018, PJHS, August 7, 2018, and PES, August 9, 2018. The compacts will be reviewed at each school's PI Plan meeting and the district PI Plan meeting. During the Open House at PES, parents and family will be informed of the Title I school wide program and invited to participate in the PFE committee, the school improvement committee, and the Title I advisory committee.

8. The district will support schools as the schools reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use. Such support may include child development, providing information on community resources, school mental health services, and services offered in Nevada County such as DHS and Nevada County Health Unit, etc.

9. Encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts. Conduct an annual school meeting to inform parents of their school's participation in the development of the parental involvement plans at each school and the district, and their right to be involved. This will be done during the Report to the Public Meeting on September 18, 2018, and at the fall annual Title I meeting, November 5, 2018, and at Open House and Orientation each August.

Volunteer survey forms will be given to all parents at each of the district's schools at the beginning of the year. These will be reviewed by the parent facilitator of each school and the schools will be encouraged to contact and utilize all volunteers throughout the school year. Training for volunteers will be the responsibility of each school's administrators, PFE facilitators, Tiffany Moore, Pearl Bailey, and Allison Kisselburg, and/or counselors, Brenda Smith, Quintin Radford, and Frank Henson.

10. Prescott Elementary School, the district's only Title I School, will provide materials and training to help parents work with their children to improve academic achievement to include technology to foster parent and family involvement. The dates and topics of these trainings will also be included in the school's plan under the direction of Tiffany Moore (887-2514) Parent Facilitator and school counselors, Brenda Smith and Frank Henson as well as Kim Jester and Shannon Henderson, interventionists. In addition, each grade level teachers will provide training on how parents and family can help their child or children during grade level parent nights. Teachers and schools offer flexible times for meetings and meetings are arranged when possible to meet the needs of parents and their work schedules.

11. The district provided Parent and Family Engagement training in August 2018 with the district PFE coordinator. Guidelines for PFE activities were presented. The district and schools will coordinate and integrate parent and family engagement strategies and training with the Readiness Coalition once the school PFE facilitators and administrators have been trained and a school/district Readiness Coalition committee has been established.

12. The schools and district will hold annual meetings to inform parents of their school's participation in the development of the PFE policy/plan and their right to be involved. This is shared during Open House at all three schools, high school, junior high, and elementary, the Title I school, and at the annual fall Title I meeting for Prescott Elementary. Parents are informed of this at Open House, during the fall Parent/Teacher Conference, and at the Report to the Public meeting.

Goal 3: How will the district build the school's capacity for strong parental engagement?

1. Missy Walley, District and Schools' Improvement Specialist and Professional Learning Communities Director, will share information to participating parents in such areas as national, state, and local education goals, the school report card and each school's ESSA index and letter grade at the school board and with meetings at junior high school and high school, non-Title I schools. Missy Walley also will discuss this at the Report to the Public as well as share the state of each school's progress towards goals, academic improvement, and the Professional Learning Communities grant process.

Ms. Kathie Janes federal and district programs, Mrs. Grimes, Prescott Elementary School Principal, and Shannon Henderson, school improvement chairperson will share goals, the school wide program, Title I guidelines, at the annual Title I meeting on November 5, 2018. The Title I School (Prescott Elementary) will distribute informational packets each year that includes a copy of Title I Goals (federal, state, and local), the school's parental engagement plan, survey for volunteer interests, recommended roles for parents/teachers/students in school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year, parental rights, and information about the system that will be used to allow parents and teachers to communicate (notes, phone-calls, e-mail, Facebook, school webpage). Satarra Williams will be responsible for copying materials to put in this packet under the direction of Tiffany Moore, Parental Facilitator, 870-887-2514 for the Title I school. School secretaries at the junior high and high school will copy packets for distribution at those schools. At Prescott Elementary, the classroom teachers are responsible for putting the packets together and giving them to parents during Parent Open House and Orientation held on August 9, 2018, and/or throughout the school year during parent meetings or PT conferences or when a new student enrolls in Prescott Schools. For junior high and high school, packets are provided during Open House and Orientation, on the first day of school, or when a new student enrolls.

2. Assist schools in the development and operation of Parent and Family Engagement Committees, Parental Engagement, & Plans with Kathie Janes as coordinator (870-887-3016). Each school will be required to host a PI plan meeting in August and September and in the spring in April or May. PES Parent and Family Engagement committee met on September 12, 2018 with the PES facilitator Tiffany Moore. PHS Parent and Family Engagement committee met August 29, 2018, with PHS facilitator Allison Kisselburg, and the PJHS Parent and Family Engagement committee met on September 19, 2018, including administrators.

3. Encourage the formation of partnerships between schools and local businesses, civic organizations, and local colleges and universities that includes roles for parents and the community. Willie Wilson, District community liaison and parent/community outreach (870-887-3123), and Haleigh Glass, high school, 7-12 career coach (870-887-2521), will oversee this. Currently Firestone Building Products, Rotary Club, Kiwanis, and the Lions Club partner with the district and/or schools.

4. Require all schools to conduct at least two parent teacher conferences (October 22, 2018 and March 14, 2019), host parent meetings, at least one per grade in PES, and encourage each school to host a parent fair in the fall or spring or a seminar at the high school. Prescott Elementary will schedule its parent fair for the fall. Parents will be provided information and each grade configuration will be expected to involve the community and its services for parents. Parents will be shown how to access student grades through eschool using the schools' computer labs, and guest speakers will be available to discuss such topics as health, nutrition, ways parents can be involved, and other services for parents and students such as juvenile court system, school based counseling, UAMS substance abuse information, etc. The high school will schedule meetings with parents throughout the school year on topics such as career and readiness, health and wellness, bullying, etc. The district parent and family engagement committee has scheduled a seminar on human trafficking for October 22 from 5:00-6:00 for parents, family and community. Guest speaker will be Genevieve Strickland from the Morgan Nick foundation. This seminar was discussed at the schools' and district PFE committee meetings and approved by the committees as a PFE activity.

5. Involve parents through a beginning of the year survey and the end of the year surveys to improve school effectiveness. Results will be shared with the district PFE committee and each school's teachers, staff, and for the Title I school, PES, at the annual Title I meeting.

6. Provide any reasonable support for parental involvement/engagement at the request of participating Title I, Part A

school under the supervision of Kathie Janes, district PFE Facilitator and Federal Programs (870-887-3016) and Superintendent Robert Poole.

7. Approve reasonable and necessary expenses associated with parental engagement activities. This will be done through the District Bookkeeper Debora McGough, district treasurer, Judy Clampit, Federal/ District Programs Coordinator Kathie Janes, and Superintendent Robert Poole.

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parent and family engagement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

1. Survey parents annually during the fall. Surveys will be given during September at each school. All the district's schools will conduct a survey in April and May, including questions to identify barriers to parental engagement, the success of each school's PFE plans and to offer suggestions on how the school can help parents and family and how each school can improve and identify any barriers to parent and family engagement. This information will be collected and analyzed by the District Parent and Family Engagement Committee under the leadership of Kathie Janes, District PFE Coordinator (870-887-2521). Each building PFE facilitator, Tiffany Moore, PES, (870-887-2514); Pearl Bailey, PJHS (870-887-2521); and Allison Kisselburg, PHS, (870-887-3123) will be expected to share the results to all stakeholders.

2. The district will provide an opportunity for the parents to assist in the development of the evaluation procedures, including the analysis of data collected. The parents who want to volunteer to serve on the district and schools' Parent and Family Engagement committee will serve on the PFE committee and become liaisons and advisors on how to improve PFE.

3. The district and schools will develop procedures for collecting parent participation documentation through sign in sheets for workshops, meetings, and conferences throughout the school year. Sign in sheets, agendas, and minutes will be kept by each school's PFE facilitator and a copy of each given to the district PFE coordinator. Sign in sheets are collected from Open House, Parent Nights, Parent/Teacher Conferences, and seminars.

4. Use parent survey evaluation results to: (These surveys will be in hard copy forms as well as available on the district and schools' websites/pages.) curleywolves.org

A. Make recommendations to each participating school for parental engagement plan revisions.

B. Provide suggestions for designing school improvement policies, as they relate to parental engagement. This will be accomplished through the Parental Engagement Committee Meeting each September and May with Kathie Janes (870-887-3016) as leader. A summary of information will be available for parents, staff, and the community. Summaries of PFE activities will be added to each school's handbook.

5. The schools and district will develop and disseminate an annual parent activity evaluation report to share with parents, staff, and the community. This report will be made available at each school and at the district office. District PFE Kathie Janes will be responsible for ensuring that each school follows the procedures and writes a summary of the report for publication in the school's handbook.

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

1. The district Federal Coordinator, Kathie Janes, Missy Walley, district and schools improvement specialist and PLC director, Shannon Henderson, school improvement chairperson for PES, and PES Principal Kimberly Grimes will form a team of district employees, parents, and community representatives to work on the district and school improvement plans. PES Principal Kimberly Grimes with the PES school improvement process manager and chairperson Shannon Henderson, and other team members, including parents, will provide input in creating the Prescott Elementary

school improvement and Title I School-wide Plan. Members will also evaluate the schoolwide program components using a rubric. The application will be shared with parents and community at its annual Title I meeting each Fall. Parents will be asked to serve on the district plan of support for school improvement, formerly the district ACSIP committee. Prescott calls this district team the District Leadership Team. Each school will invite parents to serve on its school improvement plan.

2. This team will serve as a parent advisory team and will be utilized to help recruit other parents and key community/business leaders. Each school is encouraged to get parents and family involved by establishing a stronger parent/teacher organization or a parent advisory committee. Each school has sent either electronically, through social media, or paper copy of a survey for interest in establishing an organization. PES, the Title I school, organization is Parent Teacher Partners or PTP.

3. The district will seek the formation of partnerships between the district and local business to include roles for parents. Each school is encouraged to build partnerships in which parents may have a role. Currently, Firestone building products works with the district and schools to support each with education of Prescott's students through donations and grants as well as volunteering from local civic groups, businesses and corporations. The career coach Haleigh Glass (870-887-2521) has worked to building relationships with local community colleges and universities and invites post-graduate colleges and universities to visit the schools as well as participate in a college fair. The district's parent and community liaison Willie Wilson (870-887-3213) seeks partnerships with community and local businesses. Mr. Wilson speaks to community organizations about the district's schools when invited.

4. The district school improvement (formerly ACSIP) and building teams will send out a survey to parents of Prescott Elementary School (Title I School) to gain information on how to better improve the effectiveness of the Title I and school improvement. This survey will be distributed at the fall Parent-Teacher Conference, October 22, 2018. The survey results will be shared at the school board meeting and through communication with parents and family of the Title I school, Prescott Elementary (PES). Parents of the other two schools receive a survey as well on the effectiveness of each school, how to better improve the district and schools, and seek input on how the district and schools can help parents.

Planned activities for Prescott School District Schools:

- Open House & Orientation August 6, 7, 9, 2018
- District/School Fall Surveys Sent September 2018
- Prescott Elementary PI Plan meeting September 12, 2018
- Title I Annual Meeting November 5, 2018
- Annual Report to Public September 18, 2018
- District/School Spring Surveys April or May 2019
- Prescott High PI Plan meeting August 29, 2018
- Fall Parent Teacher conferences October 22, 2018
- Human Trafficking Seminar October 22, 2018
- Spring Parent Teacher conferences March 14, 2019
- Prescott Elem. Parent Fair Fall 2018
- Parent Nights TBA by each grade level (K-5)
- PHS Graduation May 10, 2019
- Prescott Elem. Spring Fling May 2019
- Pre-school Transition Day May 2019
- Fourth grade Transition Day to PJHS May 2019
- Eighth grade Transition Day to PHS May 2019

ADE Reviewer Responses:

Goals	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
			Prescott School District's 2018-2019 Parent and Family Engagement Plan has been reviewed and is in compliance. The additional information and detailed descriptions enhance the plan and are appreciated. No revisions are	10/4/2018

Goal 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	needed at this time. The plan can now be posted to your website. Please, retain a copy of this review along with a copy of your 2018-2019 Parent and Family Engagement Plan for your records. Thanks so much for the hard work and effort that went into completing your plan.	
Goal 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/5/2018
Goal 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2018
Goal 4	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2018
Goal 5	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/4/2018