

Prescott Elementary Parent and Family Engagement Plan for 2018-2019

District: Prescott

School Improvement Status:

Grade Levels: K-4

Percent Free and Reduced: 96%

Title 1 School: Yes

Parent Engagement Facilitator: Tiffany Moore

Committee Members:

Kelly Barnett: PES Teacher

Ashley Dixon: Parent

Kimberly Grimes: PES Principal

Kathie Janes: District Parent Involvement Coordinator

Reed Koger: Parent and Community Member

Yetzely Lopez: Parent

Tiffany Moore: PES Parent Facilitator

Leo Smith: Community Member

Brenda Smith: PES Counselor

Carlos Zacarias: Parent and Community Member

1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

Tiffany Moore will ensure that monthly newsletters are distributed beginning in November. The newsletters will be developed with participation of the parent/teacher partnership, the principal, staff, and parent volunteers. These newsletters will be handed out for each student to take home and they will be posted on the school web site. The newsletter will include 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 uses a web site, <http://curleywolves.org>, to share pertinent information to parents and students. Parents can also access their child's grades through Home Access by using a PIN number that they received at the beginning of the school year. Parents may use email to communicate with members of the school staff.

Each teacher will send home a folder containing student papers and work samples each week.

Teachers will contact parents as needed. Teachers will contact parents on an individual basis to communicate about their child's progress.

The school will provide the parents progress reports every four weeks. On October 22, 2018 and March 14, 2019, teachers will conference with parents and provide information regarding their child's academic progress and upcoming classroom and school events.

2. List the proposed parent meetings, conferences, and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include two state mandated P/T Conferences each year)

These meetings will include a series of family nights that will provide an opportunity for parents and children to experience the school situation in a positive and helpful manner. Prescott Elementary School will hold a Parent Night during November 2018. School staff may provide any needed assistance or encouragement. The grade level chairperson will be responsible for facilitating the meetings with other grade level teachers.

The school will hold an orientation for parents to inform them about the school's participation in the Title 1 program and to encourage parents to be involved with reviewing and revising the Title 1 plan. This meeting will take place in the fall of 2018.

Teachers will hold conferences with parents of children in their classrooms on October 22, 2018 and March 14, 2019. Parents will be given summary reports of their child's test scores and be provided with an explanation of the inventions taking place. Parents will be asked to engage in discussion of how they can support these efforts. Parents will be given suggestions for coordinating school-parent efforts, as well as, explanations of grading procedures and homework. A human trafficking presentation will be included for parents on October 22, 2018.

The school will encourage parents to volunteer in the classrooms and participate in activities such as: reading buddies, volunteer tutors, and to chaperone field trips. All volunteers will pay for and agree to a background check if they are working one-on-one with a child outside of the normal classroom.

Parents who have passed the required background check, can volunteer on a daily basis or as their time allows. They will contact the classroom teachers or Mrs. Kimberly Grimes, principal, if they are interested in volunteering. Parents are asked to volunteer at Parent Orientation on August 9, 2018. Parent volunteer forms were also sent home with students on August 20, 2018.

Missy Walley, district and schools improvement specialist, and Kimberly Grimes, PES principal, will present an overview and explanation of statewide assessment system, standards, and accountability to include the ESSA Index and the school letter grade.

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

The school will provide a list of opportunities and solicit ideas for other types of volunteer efforts during orientation to parents held on August 9, 2018. Parents will be asked to volunteer to assist in the classroom, work with small groups of children, work in the Media Center, make posters, speak to a class on a specific topic, and have the opportunity to write in what they would like to volunteer doing.

The school will work with preschool programs in Prescott, Arkansas and Prescott Jr. High School to help provide a smooth transition from one school to the next. Parents and students will learn about important procedures. Fourth grade students and students entering kindergarten will participate in a transition day in May 2019. This will be coordinated by Haleigh Glass and Brenda Smith.

Prescott Elementary, PES, will provide instruction to parents and caregivers on how to incorporate developmentally appropriate activities in the home environment through parent nights and other meetings as scheduled.

The state Board of Education's standard for Accreditation of Arkansas Public Schools and School districts shall require no fewer than (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement

strategies. No fewer than (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 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 stakeholders will sign the compact. The school secretary, Mrs. Satarra Williams, will copy the compact and then distribute it to staff members. Teachers will be responsible for handing out the compacts and discussing them with parents during Parent Orientation on August 9, 2018.

5.

The school will engage parents in decision making about the allocation of its Title 1, Part A funds for parental involvement. The Prescott Elementary School Title 1 meeting will be held in the fall of 2018. Kathie Janes, Federal Coordinator, and Kimberly Grimes, Principal, will facilitate the meeting. At this meeting the process for participating on decision making process for the Title I program will be solicited. Also, at the fall Parent Teacher conferences, parents and caregivers will be asked to complete a survey on Title I funds and how those funds are appropriated.

The school shall enable the formation of a Parent Teacher Association or organization that will foster parent and community involvement within the school. Currently the parent school organization at PES is Parents and Teachers as Partners or PTP.

6.

Parents may visit the Parent Center during the hours of 8:00 a.m. - 4:00 p.m. Monday through Friday to access educational websites, check grades on Eschool and check out materials to be used at home. The Parent Center operates during school times. The center is also open during Parent nights, PT conferences, the Parent Fair and other times when meetings are held at the school. The school also has a district website page and Facebook page where parents can access information.

Prescott Elementary will distribute informational packets each year that includes a copy of Title 1 Goals, the school's parental involvement 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 school year, parental rights, and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, email). Mrs. Satarra Williams will copy materials that will be put in this packet. The classroom teachers are responsible for putting the packets together and giving them to parents during Parent Orientation that will be held on August 9, 2018.

To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other informational materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review. These will be available in the Parent Center.

The school has created a Parent Center. The center is located on hall 4 at Prescott Elementary.

The school's policy handbook describes the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

Tiffany Moore shall serve as Prescott Elementary Parent Facilitator.

7.

The school will engage parents in the evaluation of the Title 1, Part A program. This will include an annual evaluation using a comprehensive needs assessment filled out by teachers, parents, and school staff. The school Parent and Family Engagement committee made up of teachers, parents, and school staff, will determine the effectiveness of the parent involvement plan and make changes if warranted. The PFE committee will meet at least two times yearly. At this time the plan will be discussed, revised, and data on Parent and family engagement will be analyzed. Collective evidence about satisfaction with the program and the school's effort to increase parental involvement will be part of the evaluation; the survey will also collect specific information on the (1) Growth of the 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. Tiffany Moore will be responsible for the survey. The results of all efforts at PES, the Title I school, will be shared with the school's and district's Parent and Family Engagement Committees.

8.

The school will ask parents to fill out a parent interest survey, no later than October 2018, to get information from parents concerning activities they feel will be most beneficial in the efforts to support their child academically. Tiffany Moore, Prescott Elementary Parent Engagement Facilitator and Kimberly Grimes, Principal, will be responsible for distributing and collecting survey data.

The school will evaluate the activities that were suggested in the survey and use this as a base for determining parental involvement needs for the school year.

The school will also evaluate parental engagement activities held during the school year and those suggested by parents at the end of the school year (May 2019) as part of the annual parent and family engagement plan evaluation. Parental and Family Engagement committee members will evaluate and make recommendations for the coming school year. Tiffany Moore, the elementary Parent and Family Facilitator will share all information including results of the surveys with the district PFE committee in June 2019.

9.

The school will conduct an annual Title 1 meeting separate from any other meetings or activities to ensure that they have ample time to provide an explanation of school curriculum, identify information on forms of academic assessments used to measure student progress, and give information on the proficiency level that students are expected to meet. This will be held in the fall of 2018. Kathie Janes, Title I director, Kimberly Grimes, PES principal, Shannon Henderson, school improvement process manager, and Tiffany Moore, PFE facilitator, will conduct the Title I meeting. At this meeting, Tiffany Moore, PFE for the elementary school, will discuss parent activities and the PFE plan. Parents will have opportunities to suggest ideas and activities as they relate to Title I program to increase parent and family participation and build a stronger parent and school partnership.

The school will conduct an Annual Title 1 meeting for parents of the students who participated in the Title 1, Part A program. This meeting will be held in the fall of 2018. An agenda, sign-in sheet, and minutes will be kept in the Prescott Elementary Office. A copy will be given to the district Parent and Family Engagement coordinator. The agenda and minutes will be posted on the district's website, curleywolves.org under state required information, Title I.

