

AR
 Huntsville Intermediate School (Huntsville School District)
 P.O. Box H
 Huntsville AR 72740
 479-738-6228

School Parent and Family Engagement Plan

District Name:	Huntsville School District
Grades Levels:	3-5
Building Facilitator:	Lindsay Harp
District Coordinator:	Natasha West
Percent Free and Reduced Lunch:	69.98

Title I Status

- Schoolwide
- Targeted Assistance
- Non-Title I School

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Kenena	Pelfrey	Principal
Nicole	Brecheen	Instructional Facilitator/parent
Amanda	Spurlock	teacher/parent
Jennifer	Phillips	specials teacher

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.

- School Calendar
- Newsletters
- Telephone Calls
- Newspaper
- Invitations
- School Marquee
- School Website
- E-mails

Conferences
Text Messages
Report Cards

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. (Must include the 2 state mandated parent/teacher conferences each year.)

Parent and Family Engagement Survey
Open House
Volunteers within the school and classrooms helping the teachers or working with students
Parent Night in all three grades
Family/Community Night
Parent Communication Night
Red Ribbon Parade
Character Rallies
Recognition Assemblies
Two (2) Parent/Teacher conferences
Annual Title 1 Meeting
Periodic parent meetings held at different times of a day

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

The school will provide opportunities for parents and community to be involved in instructional activities for the home through Library Parent Accounts.

The school will send home a survey at the beginning of school that lists volunteer opportunities for parents and community members. A packet of all returned forms is given to staff members to enlist volunteers in their classroom.

Our school uses the website to inform parents of links to educational programs that can be used in the home.

Our teachers will be given no less than two (2) hours of professional development to enhance the understanding of parental strategies as required by the State Board of Education Standards for Accreditation of Arkansas Public Schools and School Districts and as required by the ADE professional development rotation.

School Administrations will have no less than three (3) hours of professional development in creating a school climate conducive to Parental Involvement according to the State Board of Education Standards for Accreditation of Arkansas Public Schools and School Districts and as required by the ADE professional development rotation.

Our school will provide links on the district, school, and individual staff member's websites that will provide parents with information and/or materials to be used in the home with their children.

4. How will your school work with parents to create a School-Parent-Compact?

Staff and parents will review the School-Parent-Compact annually. It will outline the responsibility of each party for improving student academic achievement. Once approved, the compact will be sent home to be signed by the parents and students.

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 has a Partners in Education organization that will encourage parental and community involvement.

Involve parents in the joint development of the Parent Involvement Plan.

Provide an open forum for information and decision making at PIE meetings.

Parents are invited to monthly PIE meetings at which time a discussion is held on how our school will plan on spending parental involvement funds.

Administer a Parent Needs/Evaluation survey in the spring of each year seeking input about the effectiveness of the overall school-wide plan.

Parents are notified at the annual Title 1 meeting that they have an opportunity to make suggestions for program involvement.

The school will make available to parents and the community the Title 1 School wide plan which includes the Parental Involvement Plan.

6. How will your school provide resources for parents?

The school will provide a packet at the beginning of the year that will include ways that parents can volunteer in the school, a calendar at a glance of activities planned throughout the year, a parent volunteer survey, the parent-student-teacher compact, and instructional activities that parents can do with their children in the home.

The school will provide a Parent Resource Center.

The principal will designate a certified teacher to be the school's parental involvement coordinator.

The school will provide an ELL translator on site.

The school will provide documents in Spanish.

The school will provide an opportunity for parents to enroll the children in an after school tutoring program.

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

Parent survey/meeting

Parent Needs Survey

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 send home a survey at the beginning of the year to get information from parents on how they would like to volunteer their time.

The school will use the results of the surveys to plan activities throughout the year.

The school will take suggestions from parents when developing the Parental Involvement Policy for the next year.

Parent and Family Engagement binder will be maintained by coordinator (Lindsay Harp)

Course descriptions and Post Secondary information does not apply to grades 3-5

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.)

Annual Title 1 Meeting held in the fall

**After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.*

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1. Communication Strategies:	<input type="checkbox"/>	<input type="checkbox"/>		
2. Annual Schedule:	<input type="checkbox"/>	<input type="checkbox"/>		
3. Volunteer Opportunities:	<input type="checkbox"/>	<input type="checkbox"/>		
4. School-Parent-Compact:	<input type="checkbox"/>	<input type="checkbox"/>		
5. Involvement/Schoolwide Planning:	<input type="checkbox"/>	<input type="checkbox"/>		
6. Resources for Parents:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
7. Evaluation of Efforts:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
8. Parent Survey:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
9. Annual Title I Meeting:	<input type="checkbox"/>	<input type="checkbox"/>		