

AR
Valley Springs Middle School (Valley Springs School District)
P.O. BOX 640
Valley Springs AR 72682
870-429-9208

School Parent and Family Engagement Plan

District Name:	Valley Springs School District
Grades Levels:	Valley Springs Middle School 5-8
Building Facilitator:	Natalie Roberts
District Coordinator:	Natalie Roberts
Percent Free and Reduced Lunch:	49.82%

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
Natalie	Roberts	Middle School Counselor/Parent Facilitator
Tony	Mincer	Middle School Principal
Dana	Wilburn	Math=7th
Sara	Halsted	Library/Media Specialist
Karena	DeYoung	Literacy-6th
Byron	Cothran	Science-8th

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Dustin	Witty	Social Studies 7/8
Christie	Sessions	Parent
Abbi	Sessions	Student

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.

- Monday folders are sent home each week with fifth and sixth grade students. These folders contain graded work and work samples, monthly calendars, letters or notes from teachers and staff, school news. Parents are asked to sign and return these folders each week.
- A school website is available for parents and community members to use to stay abreast of activities that are occurring in the school. Parents can see assignments and information about each of the classes in the school. Parents can also use email to communicate with teachers through this website. Teachers also have their own webpage for their classes.
- Parents may sign up for a PIN number to monitor student progress on E-School.
- A parent newsletter is sent home throughout the year that gives parents tips on homework, testing, and ideas to help their child to succeed.
- Parents may sign up for text alerts from E-notes from the school about early dismissals, postponed activities, school pictures, meetings and other postings as they occur.
- Midterms and nine weeks grades, as well as current reading level of the students, will be made available to parents and any other time upon request.
- Teachers regularly contact parents on an individual basis and note this on contact logs that are required to be turned in.
- Achievement test scores are explained to parents yearly.
- Letters are sent home to parents making them aware of parent meetings connected to the Title I program and also parent involvement activities. Information is also posted on the school website, handouts are given when needed, as well as a description in our handbook.

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 Meetings/Conferences-

- Title I Parent Meeting- October 4, 2018 @12:00 PM
- Title I Parent Meeting- February 21, 2019 @5:00 PM
- Parent/Teacher Conferences- October 18, 2018 @ 2-8 PM
- Parent/Teacher Conferences- March 14, 2019 @ 2-8 PM

Parent Activities-

- Meet the Teachers Open House- August 9, 2018 @4-6 PM
- Book Fair/Math/Sci/Parent Night-September 24-28(September 25 Family Night @5-7PM) 2018
- Parent Involvement Meeting- October 4, 2018 @12:30 PM
- Kool Aid House December 13-14. 2018 All Day
- Book Fair/Literacy Night-February 25-March 1(February 26 Family Night @5:30-7PM) 2019
- 5th Grade Orientation-May 20, 2019 @ 5-6:30 PM
- 9th Grade Orientation-May 2, 2019 @6:30 PM
- These meetings will be used to help parents understand how to enhance their child's education.
- Parents are encouraged to participate in various middle school activities. The activities include but are not limited to: Red Ribbon Week, PTO, Awards Programs, Teacher Appreciation Week, Field Days, Field Trips, Parent Volunteers, etc.

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

- The Valley Springs Middle School provides various opportunities for parent/community support in our instructional program through programs like the extracurricular activities and events, volunteering, and volunteer help for teachers.

- The school will provide a list of volunteer opportunities after a parent survey and the parent meeting. The list of opportunities is kept with the Parent Facilitator and parents are able to volunteer for the various activities and make suggestions. Parent assistance and volunteering is encouraged and supported in order to provide a conducive environment for this to take place. Pamphlets, various materials, and other items are available for check out through the parent center connected to the parent facilitator. Links and website information are posted for grade levels and subjects on the school website for parents.
- Brief training sessions are provided for parents that participate and are interested in volunteering at the Valley Springs Middle School.
- The Valley Springs Middle School works with the Valley Springs Elementary School and the Valley Springs High School to help to provide for smooth and fluid transitions from one school to another. There is information provided to parents during these transitional school years, as well as parent/student orientation nights provided to allow for questions and discussions and tours of the necessary campuses or schools for these families. Parents have the opportunity to meet the new teachers, staff, and principals and familiarize themselves with the school at the end of the school year.
- All faculty members will attend no less than 2 hours of parent involvement on a cycle as required by the ADE and all administrators will attend no less than 3 hours of parent involvement on a cycle as required by the ADE. This is all done in order to create an environment that is conducive to effective and collaborative parental involvement for all students and stakeholders in the Valley Springs Middle School.

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

- The Valley Springs Middle School staff, parents, and students collaboratively develop a school-parent-student compact. This compact encourages parents to participate as full partners in the decisions that effect their children and family and be involved in their child's educational experience. Parents are welcome to visit the school at any time and encouraged to become active by volunteering and becoming part of the PTO parent organization. To encourage communication with parents, conferences are held each year, and throughout the year, teachers communicate with weekly folders, emails, phone calls, and letters, and they invite parents to do the same as questions arise. Parent nights will be scheduled throughout the year giving parents the opportunity to learn about activities and programs that will enhance their child's learning and have greater involvement in the Middle School. The school compact and the Parent Involvement Plan are located in the Middle School Handbook, as well as on the school website, and all stakeholders are required to 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 Valley Springs Middle School involves parents on the Valley Springs Middle School Improvement planning committee and other planning committees for parents that contribute to activities at the school as well as opportunities with the Valley Springs PTO. To support these meetings, the school includes and offers both school staff and parents training on how to contribute to the process meaningfully.
- Parents are notified and asked to attend and participate in the development of and assist in the implementation and evaluation of the Valley Springs Middle School's school-wide improvement plan's needs assessments, informational and formational meetings, and in the evaluation of the process and plan.
- Parents and stakeholders are invited to attend the annual Title I meeting as well, and they are given the opportunity to participate, make suggestions, and assist in the formulation, implementation, and evaluation of these plans.
- Parents are at the meeting and there is participation in the discussion of decisions and suggestions for how to allocate the funds from Title I for parent involvement at the Valley Springs Middle School.
- The Valley Springs School District has an Alumni Association that is active and involved in decisions and actions that are taken to improve and assist in advance and guidance on decisions for overall school improvement on a regular basis.

- The Valley Springs School District also works in conjunction with the Valley Springs Parent Teacher Organization for charitable and educational reasons and to foster better relationships between the school, parents, students, teachers, and all stakeholders. This is done in efforts to improve the overall quality and excel the school as a whole by fostering more meaningful and effective relationships with all stakeholders.
- The Valley Springs Middle School is a 5th through 8th grades Middle School and is not directly tied to state or other pre-school programs, but the Valley Springs School District does work in conjunction with the OUR Co-op, the local education cooperative, and the Little Red School House preschool in order to foster transitional and early level relationships with these parents, staff, and students to coordinate and assist in parent involvement for these students.

6. How will your school provide resources for parents?

- The Valley Springs Middle School provides materials and training to help parents work with their children to improve their children's achievement in the Valley Springs Middle School. There are literacy nights, math and other subject nights, technology nights, and other parent nights and activities and there is information and training that are provided to foster greater parent involvement. Information and resources are provided to the parents through the teachers to their students in handouts and packets sent home and also to parents themselves in handouts and packets at Open House, Family Nights, Conferences, Orientation/Transition nights for students. Pamphlets and other resources are also available in the Middle School Office, Middle School Parent corner on the second floor of Middle School, and in the Middle School Counselor's Office. The Valley Springs Middle School website is also a great resource for parents and students with information about the district as a whole. The Valley Springs Middle School has its own page and has information about the whole school as well as specific teacher pagers for all subjects and grades with information ranging from assignments and work to recommended websites and parent friendly assistance and opportunities for contact and questions.
- Parents of Valley Springs Middle School students are encouraged and welcome to check out any of the available materials in the Parent Corner of the Counselor's office, use Chromebooks and computers to check grades on E-School, and visit educational websites as well as the Middle School sire and teacher websites for each grade and subject. Parents are encouraged to view the Title I Plan online and in the Parent Corner, Counselor's Office, Middle School Office, and Library Media Center. A suggestion sheet is also available for parents with the Middle School Counselor for parental input. The Valley Springs Middle School allows access to the Parent Corner, resources, and offices during normal school hours, before and after school, and at any of the Parent Events and Family Nights for parents and at request and convenience for all involved.
- The Valley Springs Middle School distributes informational packets each year that include a copy of the Valley Springs Middle School's Parental Involvement Plan, a 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 E-School, as well as contact information and the processes needed to reach teachers and stay in touch with each other through notes, phone calls, emails, newsletters, pamphlets, Monday letters and any other communication needed and used by stakeholders.
- The Valley Springs Middle School, in efforts to promote and support responsible and effective parenting, and as funds are available, purchases are made of multiple resources, magazines, and guidebooks and pamphlets that contain information that is critical to encourage and support responsible parenting through the school library, parent corner, counselor's office, and we inform and allow parents the opportunity to borrow the materials for review.
- The Valley Springs Middle School has a parent center and information located in the Valley Springs Middle School's Counselor's Office. There is also a Parent Corner located on the second floor of the Valley Springs Middle School for teachers, parents, and students to visit and sit and look through and take or borrow resources on various topics to encourage and promote effective parenting.
- The Valley Springs Middle School's Student Handbook includes the process required for parents to contact students, teachers, and the principal, as well as other staff and stakeholders of the school district. Further information regarding how to resolve parent concerns, how to define the problem, whom to approach first, and how to develop solutions can be accessed through information given in the school's handbook, contacting the school office, and/or accessing the school's website for this information which is given in the student handbook in the Valley Springs Middle School Parent Compact and Parent Plan section at the end of the

student handbook.

- The principal of the Valley Springs Middle School has designated Mrs. Natalie Roberts, the Valley Springs Middle School Counselor, as the certified staff member who is willing to serve as a parent facilitator.

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

- The Valley Springs Middle School invites, consults with, and involves parents in the annual Title I evaluation and process. The Valley Springs Middle School encourages effective parental involvement and evaluates parental involvement efforts through this annual evaluation process by utilizing a comprehensive needs assessment that is filled out by teachers, parents, and school staff prior to the end of the previous school year and then analyzed and discussed for development and implementation in the following school year.
- The Valley Springs Middle School Title I committee is made up of teachers, parents, and school staff, and this committee determines the quality and effectiveness of the parental involvement plan and make changes if necessary to the plan. The Valley Springs Middle School makes efforts to collect data and information from parents regarding the effectiveness of the parental involvement plan and ways to increase parental involvement in the school. The collection of this data and parent input about the overall satisfaction and support of the school's programs are an important and critical part of the process to increase parental involvement. As a part of this evaluation process, surveys will be done to collect information regarding parent involvement participation, suggestions, ideas, and concerns of parents, effectiveness of the plan, and overall engagement of parents the Valley Springs Middle School.

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 Valley Springs Middle School and the parent facilitator and staff ask parents for interest in volunteering and for input and suggestions in the Middle School Counselor's office. We also invite and ask for input at our annual meetings and parent nights as well as in parent teacher conferences and in the beginning of the year paper work at registration. The Valley Springs Middle School does this in an effort to gain insight and glean information from parents concerning the types and frequency of activities parents feel will be most beneficial to not only them as parents but for the students and useful to encourage greater support for their children in school.
- The Valley Springs Middle School the uses these ideas, suggestions, and surveyed information, as well as discussions with parents at their various meetings to then plan the upcoming events and parental involvement opportunities for the school year.
- The Valley Springs Middle School then will evaluate, at the end of each year, the various activities and parental involvement opportunities that parents suggested and discussed as a part of the annual parental involvement plan evaluation and meeting at the end of the year.
- The Valley Springs Middle School also works in conjunction with the Valley Springs High School to offer informational meetings, parent nights, and 9th grade orientation meetings for parents and students to inform the parents and students about how to be involved and to make the necessary decisions affecting course selection, career planning, and preparation for postsecondary opportunities. The Valley Springs Middle School also allows students to walk through the Valley Springs High School, tour facilities, and assist them with the help of both Middle and High School Counselors on forming and coming up with their Career Action Plan/Student Success Plan and schedule for the 9th grade year. The parents and the students are asked and welcomed to call and discuss their schedules and career action plans as well as course selection and preparation for postsecondary opportunities.

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 Valley Springs Middle School is a part of a school wide Title I, Part A Program. We conduct an Annual Title I Meeting for all parents of all students in the Valley Springs School District.
- The Valley Springs Middle School holds their annual Title I meeting separate from any other meetings or activities in order to ensure that there is ample time to explain, discuss, and provide a description/explanation of school curriculum, school information on forms of academic assessments used to measure student progress, information on proficiency levels students are expected to meet, and any other questions, issues, or concerns related to the Title I Program and academics and achievement of the Valley Springs School.
- The Valley Springs Middle School has its annual meeting, and the agenda, the sign-in sheet, and the minutes for this meeting are kept and created separate from any other meeting or school event. These agendas and meetings topics and discussions are kept on file in the Valley Springs Middle School office.

****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:	☐	☒	The Plan provides many opportunities for families to be inform of activities.	9-20-18
2. Annual Schedule:	☐	☒	MS activities are offered at different times to provide all parents an opportunity to get involved.	9-20-18
3. Volunteer Opportunities:	☐	☒		
4. School-Parent-Compact:	☐	☒		
5. Involvement/Schoolwide Planning:	☐	☒		
6. Resources for Parents:	☐	☒	How does MS stay up to date on the changing needs of parents?	☒
7. Evaluation of Efforts:	☐	☒		☐
8. Parent Survey:	☐	☒	How are the survey results used?	☒
9. Annual Title I Meeting:	☐	☒		