

AR  
 Mansfield Elementary School (Mansfield School District)  
 100 North Walnut  
 Mansfield AR 72944  
 479-928-4866

**School Parent and Family Engagement Plan**

<b>District Name:</b>	Mansfield Elementary School
<b>Grades Levels:</b>	K-4
<b>Building Facilitator:</b>	Sara Taylor
<b>District Coordinator:</b>	Tina Smith
<b>Percent Free and Reduced Lunch:</b>	79.78%

**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
Sara	Taylor	Counselor
Kim	Arnold	Principal
Tina	Smith	Federal Programs Coordinator
Julie	Thomas	Parent
Melanie	Sterling	Parent
Michelle	Turnipseed	Parent

**Parent and Family Engagement Committee Members**

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

First Name	Last Name	Position
Billy	Turnipseed	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 will inform parents of school news and parenting tips related to school achievement such as homework tips, organizational skills, study skills, and health on the back of the report card.
- The school will create a web site to house classroom Web sites for each teacher. Pertinent classroom information will be available on classroom web sites. Parents may use e-mail to communicate with members of the school staff.
- Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide to parents interim reports/report cards every four/nine weeks with information regarding their child's academic progress and upcoming classroom and school events. The school will also hold a parent/teacher conference two times per school year. (October 18, 2018/ March 14, 2019)
- The school will distribute and explain their child's test results on standardized test scores.
- The school will post notices in school facilities, public buildings, school website, and provide information for local newspapers about parent workshops and meetings.
- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the School wide Title I Plan and how to get a copy upon request.

If you have any questions, please contact Mrs. Sara Taylor, School Counselor/Parent Facilitator at 479-928-4866 or [staylor@mansfieldtigers.org](mailto:staylor@mansfieldtigers.org).

**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.)**

\* The school will hold an orientation 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. Title meeting was held on September 10, 2018.

• Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (October 18, 2018 / March 14, 2019)

• Before the school year begins, Kindergarten registration/orientation provides parents and students important information concerning student achievement and parent contacts. The principal meets with the Kindergarten parents to encourage parent involvement and answer questions related to the first year of school. (Spring 2019)

• The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

Open house/orientation (August 6, 2018 and August 7, 2018)

Fall Book Fair and Family Night (September 5-7, 9-10, 2018)

Grade Level musical concerts (as requested - monthly)

Red Ribbon Week (October 2018)

Fall Festival (November 2, 2018)

Veteran's Day ceremony @ MHS (November 12, 2018)

Field trip volunteers (as scheduled throughout the year)

Mansfield Parent Involvement Committee (MPIC) (will be held the third Thursday of each month at 3:30, August - May)

Volunteer teacher helpers (on-going throughout the year)

Volunteers for class holiday activities (throughout the year)

Read Across America (Winter 2019)

Spring Book Fair (March 2019)

Literacy Night (Spring 2019)

Health Clinic/Health Fair (March 29, 2019)

Awards Day ceremony (May 2019)

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org).

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

- The school will provide volunteer opportunities and solicit ideas for other types of volunteer efforts for parents during student enrollment.

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org).

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

School staff 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.

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org).

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**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 ask parents to serve on curricular and instructional review committees.

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org).

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

\* Parents may check out materials and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the parent center during school hours.

- 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, etc...)

- 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.

- Create a parent center. Contact: Sara Taylor, Counselor/Parent Facilitator, at 479-928-4866.

- 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.

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org).

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## **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. The Mansfield Parent Involvement Committee (MPIC), made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. Evidence collected about satisfaction with the program and the school's efforts to increase parental involvement may include 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.

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## **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 annual parent involvement survey to plan some of the parental involvement activities for the year. The results will be analyzed and parental involvement activities planned by the Mansfield Parent Involvement Committee (MPIC).

- 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.

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**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 conducted an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program on September 10, 2018

If you have any questions, please contact Ms. Kim Arnold, Principal, at 479-928-4866 or [karnold@mansfieldtigers.org](mailto:karnold@mansfieldtigers.org)

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