

AR
 Green Forest Intermediate School (Green Forest School District)
 Po Box 1950
 Green Forest AR 72638
 8704385129

School Parent and Family Engagement Plan

School Name:	Green Forest Intermediate
Facilitator Name:	Jessica Maloney
Plan Review/Revision Date:	8/1/2019
District Level Reviewer, Title:	Terry Darnell, Federal Programs/Director of Instruction
District Level Approval Date:	

Committee Members, Role:

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

First Name	Last Name	Position
Chandra	Anderson	Intermediate Principal
Jessica	Maloney	Teacher/Facilitator
Tiffany	James	Parent
Adam	Wade	Technology Instructional Facilitator
Terry	Darnell	Federal Coordinator/Director of Instruction
Keri	Tackett	Middle School Principal

Committee Members, Role:

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

First Name	Last Name	Position
Brooklyn	James	Student
Nikki	Hill	Parent
Heston	Maybee	Student
Jennifer	Roney	Teacher

1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Green Forest Intermediate School invites, consults with, and involves parents in the annual Title 1 evaluation and process and the evaluation and formation of the School Parent and Family Engagement Plan. The Green Forest Intermediate encourages effective parental involvement and evaluates parental involvement and evaluates parental involvement efforts through this annual process using 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 Title I committee is made up of teachers, parents, students, and other school staff, and this committee determines the quality and effectiveness of the School Parent and Family Engagement Plan by reviewing the plan, developing the plan, and making any changes or improvements to the plan.

Green Forest Intermediate makes efforts to collect data and information from parents through surveys regarding the effectiveness of the School Parent and Family Engagement Plan. 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. These 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 in the Green Forest Intermediate.

We also invite and ask for input from parents at our annual meetings, at regular parent nights, as well as during parent teacher conferences, during meetings requested by parents, and in the beginning of the school year paper work at registration. Green Forest Intermediate School does this in an effort to obtain information from parents concerning the types and frequency of activities parents feel will be most beneficial to not only them as parents for the students and useful to encourage greater support for their students. These ideas, comments and suggestions are used for improvement to both the Title I and Parent and Family Engagement Plans and to plan future meetings and events.

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Green Forest Intermediate School will conduct an annual, stand alone, Title I Meeting (Part A, Act 397) in November of 2019 to inform parents of the requirements of the Title I program and the school's participation in it. It addresses the goals for the Title I program, the rights of the parents to be involved in the planning, review, and improvement of parental programs, as well as the ability of the school to consolidate funds from federal, state, and local sources.

Parents will be provided information about the following components: a) Parents Right to Know (a requirement letting parents know the qualifications of individual teachers posted on the Green Forest School District's website), b) Annual Report Card (this is the report card for the district, which tells how all schools performed on the spring 2019 ACT Aspire Assessment. (If a parent wants the annual report card specifically for Green Forest Schools, this will be provided for them.), Individual Student's Assessment Report (state assessment results and report cards for their children), d) Parental Communication (parents and the school/staff can communicate: in person, by phone, email, letters, flyers, Facebook, etc, e) description of the curriculum, f) information on forms of academic

assessment used to measure student progress as well as the information on the proficiency level students are expected to meet, g) right to request a meeting (parents can request a meeting if they want to communicate suggestions and/or participate in decisions to be made about their child's education).

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

The school will use the student handbook, school web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.

The school will provide to each classroom teacher of students in grades K-5 a red folder which will contain student papers and work samples for parents to review and sign each week.

Parents can access their student's grades using Home Access Center (HAC) using login information they received at the beginning of the school year.

The school will schedule Parent Teacher Conferences to be held twice a year. During these conferences, teachers of students in grades K-8 share a report detailing the student's performance level in reading and math.

The school will provide to parents a progress reports/report cards every five weeks with information regarding their student's academic progress.

Parents may use email to communicate with members of the school staff.

Translators will be utilized as much as possible to communicate with families.

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

School staff, parents, and students 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.

Ongoing two-way communication is maintained through the use of red folders sent home each week with students. The school website is available for parents and community members to use to stay informed of upcoming events and activities. Parents can use email to communicate with teachers through the website. Parents are given information about how to access their student's grades and attendance using Home Access Center (HAC) during the first nine weeks. Letters or informational flyers are sent home with students and posted on the district website and Facebook page announcing parent meetings connected to the Title I program and also parent involvement activities.

Parent assistance and volunteering is encouraged and supported in order to provide a conducive environment for students. Brief training sessions are provided for parents that participate and are interested in volunteering in our school.

5: Reservation of Funds

(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

The Green Forest School District does not receive \$500,000 in Title I allocations.

The parent and family engagement committee is involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parental involvement activities.

6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Parents and families are encouraged to participate in field trips, classroom activities, literacy nights, and other family nights. Our district provides classrooms for two ABC pre-school classes in partnership with the OUR Educational Cooperative. This allows us to foster relationships early with future students and parents. In partnership with the University of Arkansas Division of Agriculture, the county extension office provides nutrition lessons for students.

Community resources will be utilized to strengthen school programs. This includes: local churches donating clothing and other student supplies; Loaves and Fishes providing food for take home backpacks; Youth Bridge counseling services housed on campus to serve student mental health needs; and Blessing Box containing food and books provided by local churches.

All stakeholders are engaged throughout the year in creating, advising and amending the plan to provide a comprehensive and coordinated parent and family engagement plan.

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

A variety of opportunities for parent involvement include numerous activities, online resources, meetings and use of equipment and materials that support the parents and students to assist in their overall academic success.

- August 20 - Cub Scout Night, Cafeteria, 6PM
- August 28 - Teach Out, Dental Sealants
- September 6 - Grandparents Day Lunch
- October 19 - Parent Teacher Conferences

- October 3-4 - Arkansas Children's Hospital Dental Sealant Clinic
- October 8 - 3rd Grade Parent Involvement Activity, Alumni Center, 1:45PM
- October 9 - Kindergarten Parent Involvement Activity, Alumni Center, 1:45PM
- October 18 - Flu Clinic, Alumni Center stage
- October 28 - "Let's Catch the Great Pumpkin" Night Parent Involvement Activity with Mrs. Ray, Alumni Center, 5:30PM
- October 28 - Elks Drug Prevention, 10:00-11:30
- October 28-November 1 - Red Ribbon Week
- October 29 - 2nd Grade Parent Involvement, Alumni Center, 1:45PM
- October 29 - Rotary Club Visit, 3rd Grade Dictionaries, 9:45AM
- October 30 - Kids with Character Luncheon, Grades 4-7, Intermediate Library
- October 31 - Kids with Character Assemblies, Grades K-5, Alumni Center
- November 1 - 1st Grade Field Trip, Branson Pumpkin Patch
- November 11 - Veteran's Day Assembly, Grim Gym
- December 13 - 1st Grade Parent Involvement, Alumni Center, 1:45PM
- December 18 - Bob Tartar, NHECM Wildlife Program, Grades K-5, Alumni Center
- December 20 - Kids with Character Assemblies, Grades K-5, Alumni Center
- January 17 - Carroll County Spelling Bee
- January 27 - Blood Drive
- February 6 - Parent Teacher Conferences/Scholastic Book Fair
- March 2 - "A Seussastic Adventure" Night Parent Involvement Activity with Mrs. Ray, Alumni Center, 5:30PM
- March 30 - Kids with Character Assemblies, Grades K-5, Alumni Center
- May 28 - Kids with Character Assemblies, Grades K-5, Alumni Center

An explanation and description of the curriculum in use is included in the student handbook which is passed out to all students and must be signed upon receipt. The handbook is posted on the district website in English and Spanish to provide access for all. Curriculum and assessment are discussed during the Annual Report to the Public. Individual student assessment results from all state and local assessments are given to parents and filed in each student's permanent file. Results are interpreted and analyzed by staff and students are placed in RTI and enrichment classes accordingly. Student Success Plans, Intensive Reading Interventions, and Individual Reading Levels are shared with parents during Parent Teacher Conferences. Parents are given pamphlets and information explaining the state assessments and measurements used to identify, track and sustain growth for all students. Strategies and study skills and methods parents can use to support academic progress will be communicated through various links on the district website including DESE website and tools for parents and through conversations with teachers. Parents are provided information from our cafeteria and food service director in the handbook and through handouts that provide information and assistance with nutritional meal planning and preparation.

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Professional development requirements are met annually for teachers and administrators. A signed copy of each teacher's professional development plan is given to the administrators to review.

The parent facilitator will help organize meaningful training for staff and parents; promote and encourage a welcoming atmosphere to foster parent and family engagement in the school; awareness of importance for effective communication skills; value and inclusion of parent contributions as equal partners; and to understand

efforts that parental participation is recognized as an asset to the school.

Classroom teachers will routinely contact parents on an individual basis to communicate about their child's progress through email, notes, conferences, and/or phone calls. Information related to school and parent programs that encourages ties between home and school is sent to parents in a practical, understandable format in their native language whenever possible. Parents are encouraged to contact their child's teacher or the Parent and Family Engagement facilitator for any information, ideas, concerns, etc. relating to the Parent and Family Engagement Plan. The student handbook states the school's process for resolving parent concerns. Parent and student signatures are obtained as evidence of distribution.

9: Building Capacity - Discretionary

(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)

Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

Parents and community members were invited to attend the Parent Advisory Committee Meeting/Report to the Public obtain input on our core beliefs, promises, mission, and shared vision.

Literacy training is provided for teachers and paid for by the district to improve instructional strategies in the classroom as well as share best practices with families.

Parental involvement activities such as literacy night, and family nights are funded by the school so that parents can attend. School meetings, such as parent-teacher conferences, are offered at a variety of times (3:15-8:15PM). If parents are unable to attend at those times, teachers work collaboratively with parents to schedule a better time. When parents are unable to come up to the school for a conference, administrators and teachers will conduct in-home conferences to maximize parental involvement and participation in their children's education.

The parent engagement toolkit from Arkansas DESE website is used to model approaches to improve parent and family engagement.

Community-based organizations and businesses will be involved in parent and family engagement activities through the use of donations as well as attendance in events.

(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1: Jointly Developed:	<input type="checkbox"/>	<input type="checkbox"/>		
2: Annual Title I Meeting:	<input type="checkbox"/>	<input type="checkbox"/>		
3: Communications:	<input type="checkbox"/>	<input type="checkbox"/>		
4: School-Parent Compact:	<input type="checkbox"/>	<input type="checkbox"/>		
5: Reservation of Funds:	<input type="checkbox"/>	<input type="checkbox"/>		
6: Coordination of Services:	<input type="checkbox"/>	<input type="checkbox"/>		

7: Building Capacity of Parents:	<input type="checkbox"/>	<input type="checkbox"/>		
8: Building Capacity of School Staff:	<input type="checkbox"/>	<input type="checkbox"/>		
9: Building Capacity - Discretionary:	<input type="checkbox"/>	<input type="checkbox"/>		