

AR  
 Bismarck Middle School (Bismarck School District)  
 11636 Highway 84  
 Bismarck AR 71929  
 501-865-4543

### School Parent and Family Engagement Plan

<b>District Name:</b>	Bismarck School District
<b>Grades Levels:</b>	5 - 8
<b>Building Facilitator:</b>	Kathy Pasley
<b>District Coordinator:</b>	Nancy Scott
<b>Percent Free and Reduced Lunch:</b>	60%

#### 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
Karen	Hankins	Educator/Parent
Ashley	Tucker	Parent
Robyn	Chastain	Parent
Mark	Hamby	Dean of Students
Kim	Weeks	Parent
Becky	Campbell	Parent

#### Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Vivi	Bradshaw	Educator/Parent
Brandi	Lingo	Parent
David	Suttle	Parent
John	Clement	Parent
Derek	Daniels	Parent
Will	Wesson	Parent

#### Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Ralph	Ruffin	Parent
Amber	Tyson	Parent
Ellen	Coleman	Principal

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**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 distribute a weekly newsletter to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. (Kathy Pasley 501-865-4543)
- The school will create a Web site to house classroom Web sites for each teacher. Homework assignments and pertinent classroom information will be available on classroom Web sites. Also, parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. (Ellen Coleman 501-865-4543)
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school/teacher will meet with parents at the first Parent/Teacher Conference and explain their child's test results and standardized test scores. For parents who do not attend, the school will send a parent-friendly letter in the first report card that explains their child's test results and standardized test scores.
- The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events.
- The school will use an E-Notes system to contact parents about important announcements and/or events.
- The school will create a social media page for parents where they can access the weekly newsletter, timely announcements for practice cancellations, inclement weather plans, upcoming events, sport schedules, parenting tips and connect with other parents. (Kathy Pasley 501-865-4543)
- 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.

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**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.)**

- Teachers will hold conferences individually with parents of children in their classrooms, twice yearly. 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.
- Meetings will be held at various times during the day or evening to better accommodate parents.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
  - Library assistant
  - Reading buddy
  - Book Fair Helpers
  - Awards day presentation
  - Field Day volunteers
  - Awards day presentation
  - Muffins with Mom

- Donuts with Dad
  - Parent education workshops
  - Orientation presentations
  - Open House
  - Parent-school organization
  - Red Ribbon week
  - Choir concerts
  - Band concerts
  - Various committees
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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 opportunities for parents and community members to support the instructional program through such programs as Reading Buddies, tutoring, and special friends.

The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.

Bismarck Elementary School and Bismarck Middle School will work together to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year.

Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

(Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understand of effective parent and family engagement strategies. No fewer that three (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.

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**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 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.

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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 involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

The school will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

Take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

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

Parents may check out materials, use the computer to check grades, 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 resource center at hours that are convenient to parents.

The school will distributed Informational packets each year that includes a copy of the school's parent and family engagement 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, parent and family engagement 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...).

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.

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.

The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator.

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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 parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on 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 parent interest survey will be used to plan the parent and family engagement activities for the year.

The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.

School will Sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, 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 school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.

For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's 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:**

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