

AR  
 Mayflower Middle School (Mayflower School District)  
 18 Eagle Street  
 Mayflower AR 72106  
 501-470-2111

### School Parent and Family Engagement Plan

<b>District Name:</b>	Mayflower Public School
<b>Grades Levels:</b>	5-8
<b>Building Facilitator:</b>	Sharon Green
<b>District Coordinator:</b>	Theresa Chambliss
<b>Percent Free and Reduced Lunch:</b>	63 %

#### 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
Kimberly	Koch	Principal
Theresa	Chambliss	Parent Facilitator
Travis	Matthews	PTO President
Nikki	Stolzer	Parent
Brenda	Richardson	Parent
Bobby	Cockerham	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.

Mayflower Middle School will hold an annual meeting to inform parents of their school's participation in Title I, to explain the requirements of Title I, and their rights to be involved. Efforts will be made to determine the most convenient time for parents of participating children to attend. The most reliable methods for ensuring that parents receive notice of the meeting will be used.

Mayflower Middle School considers the following seven basic principles essential to home-school partnerships.

- every aspect of the school climate is open, helpful, and friendly.

- communications with parents are frequent, clear, and two way.
- parents are treated as collaborators in the educational process, with a strong complementary role in their children's school learning and behaviour.
- parents are encouraged, both formally and informally, to comment on school policies and to share in the decision making.
- the Principal and other school administrators actively express and promote the philosophy of partnership with all families.
- the school encourages volunteer participation from parents and the community at large.
- the school recognizes its responsibility to forge a partnership with all families in the school, not simply those most easily accessible.

Communication strategies within the Middle School are school-wide and based on individual teachers. School Reach calls go out to all families about upcoming events and information about testing and academic progress for students. All state required testing results are sent home with information for parents to remain updated on their child's progress. Twice a year reading levels are sent home to show growth - once in the fall and once in the spring. Teachers also have individual web pages on the school website with ways to contact them. Many also use apps like Remind or GroupMe to stay in contact with both students and families. Kimberly Koch is the Principal at the middle school and all communication strategies go through the main office. That phone number is 501-470-2111.

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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.)**

Open House: August 7, 2018 from 5:00-7:00 pm

Parent Teacher Conference: September 24, 2018 1:30-7:30 pm

Parent Teacher Conference: March 14, 2019 1:30-7:30 pm

PTO Meetings: 2nd Tuesday of the Month 6:00 pm and 3:30 pm - They rotate each month for parent flexibility of attendance.

New parent meeting held after Open House to review goals, discuss any concerns. August 7th at 7:00 pm.

New School Year Reception - August 5, 2018 from 2-4 pm an invitation to all parents and community to welcome them to the new school year.

Title One Meeting for Parents - September 24, 2018 at 7:45.

Annual Report to the Public on October 1, 2018 at 5:30 pm.

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

Opportunities for parent volunteers will be provided on the school's website, the Mayflower Public Schools' Central Office, and the Mayflower Middle School's Parental Involvement Center located in the Media Center. Opportunities for parent involvement may also be released through School Reach, which is sent out weekly.

Parent involvement for teachers was a two-hour in-service on August 9, 2018. The staff development included information about the implementation of a Bullying App for students. This app allows students to report bullying or safety concerns for the school in an app called Safe2SpeakUp. The special ed department also went over information about contacting parents and IEP meetings for parent involvement. The principal covered expectations for teachers to communicate with parents for both academic and behaviour concerns. Theresa Chambliss also reviewed after-school tutoring policies and how to refer students with parent concerns.

Fourth grade students are new to the middle school campus. They are brought for a tour to the middle school campus and lunch as they meet the new teachers and learn where classrooms are located.

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

The School-Parent Compact is included as part of the student handbook. Each year it is reviewed during the handbook review. The committee is made up of parents, students, faculty, and staff. The administration team then bring any changes or updates to the district meeting and a final School-Parent Compact is created. That document is printed in the handbook and parents return an acknowledgement of having read the compact and agree to uphold their part. The school upholds their part and the administration ensures that all educators implement the school portion of the pact. At the middle school that person is Kimberly Koch, Principal at 501-470-2111.

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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?**

There are various opportunities for parents to be involved by joining committees. Parents are invited to be members of Parent Involvement Committee, Handbook Committee, and other committees that help make decisions for the school. Title 1 funds are reviewed during the annual meeting to the public and comments and discussions are held throughout the year. Parents and community members volunteer and are requested to serve on the committees including former students, graduates, faculty, staff, and administrators. Parents that are not employed by the school are always members of the committee. PTO members are also updated at their monthly meetings for any committees and decisions that are being made for the school during open discussion.

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

Mayflower Public Schools maintains a parent center located on each campus that provides information

and help to parents. The Middle School Parent resources are located in the media center. The campus also has some resources available for parents with the nurse. Tutoring is also available for students after school and parents are welcome to attend that at any time if they would like to assist their students. On the school website there are a variety of links to resources for student and parent needs. Time-sensitive resources are delivered to parents through email or school reach calls. The student handbook also describes ways parents can create a two way communication with concerns or issues for the school or student.

The school will contact parents that are also alumni in order to have their input in school improvement. Their unique perspective will allow them to remember their time as a child in the school and look at it today to see what improvements can be implemented in the school as a whole. The PTO will be contacted for an initial list of parents or community members and an invitation to their meetings will be posted on the school facebook page.

The PTO has members that consist of teachers and parents that meet monthly. This organization shares information about all parent and school partnerships to implement additional volunteer opportunities or sharing of ideas for greater school improvement.

The parent facilitator is Sharon Green and she can be reached at the school at 501-470-2111.

A registration packet is made available each year at the end of July. Students are asked to return the packet filled out and signed by them and their parents by the end of the first week of school. This paperwork ensures that parents and students have reflected over the information the school feels is vital for each student's success. This packet includes but it is not limited to contact information, school-parent compact, medical information, internet policy. The first day of school, student's receive a handbook that includes parent and family engagement materials, chain of command for addressing concerns at school and the location of information that might be helpful for parents.

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

Surveys are sent home every year to evaluate parent concerns and engagement in the school. The survey is available electronically and by paper through the school office. The data is returned and calculated and shared with faculty and staff through email and also addressed at a school board meeting. Parent concerns are also addressed on a one on one basis if they contact the school. During the annual review to the public and the annual Title 1 meeting, there is an open discussion with all parties present. There is also a review meeting annually to determine additional needs for the effectiveness of the Parent and Family Engagement Plan.

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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 survey results will be used to drive new activities and participation for parents within the school. The budget, programs, and policies within the school will be communicated and addressed for activities. The survey results will allow data to address strengths and weaknesses. The surveys will also generate new ideas and activities for the school and student body as a whole. The surveys will

also be compiled for a resource book that will be available to add to the curriculum presented in individual classrooms as appropriate. Special assemblies will be held to allow parents to share career information. Parents will also be presented with an opportunity for students to job shadow. Special programs will be offered for health fairs, Veteran's Day, Family Day where parents and community members can be a part of our school activities. Parents are also invited to contribute to a health fair and international fair that are conducted by the school. These allow students and community members to interact on a different level and learn more about health issues and how people from around the world have different cultures. The hope is that students will become more tolerant as their understanding increases in an engaging activity.

Grades 5 - 8 are also part of a development for Student Success Plans. These plans develop the students learning styles, personality traits, student interest, career choices, aptitude tests, etc. Each teacher is assigned a small number of students in order to follow them through there grades and developing a career choice. This choice determines course selection, college tours, and research into requirements and experience within a career.

**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 Annual Title 1 Meeting will be held September 24, 2018 at 7:45 pm.

*\*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"/>		