



BAKER ELEMENTARY

Family and Community Engagement Plan

2022-2023 School Year

Baker Elementary School is committed to involving teachers, parents, community members and students in the education of all students. This belief is verbalized through Baker Elementary school's vision statement:

The Baker Elementary community will impact academic success by celebrating diversity and fostering each child's full potential through high expectations.

Family and community Engagement Committee (Leadership Team)

Dr. Sonya Whitfield- Principal/Face Facilitator

Jamie Garmon- Teacher

Susan Rainer- Teacher

Nitika Woodley-Parent

Donsharee Morrison-Parent

Elaine Brown- Counselor

Michele Balmat-Teacher

NaKeshia Cunningham-Teacher

Samatha Honea-ESOL Teacher

Robin Allen-Teacher

Cherika Henry-Teacher

Family and Community Engagement coordinator

Sonya Whitfield - Contact information: (501) 228-3250 or email swhitfield@pcssd.org

Jointly Developed

Our Family and Community Involvement plan is developed with all families and staff in mind.

Our committee is composed of both classified and certified district employees as well parents that are representative of the diversity of our school. Together, we meet once a month to brainstorm and develop ideas, as well as plan activities that will promote parent and staff capacity within Baker. Our Mission is to welcome, encourage and provide opportunities for our families to participate in their child's education without the feeling of exclusion.

Annual Title 1 meeting

Baker is not classified as a Title 1 school. We are not required to hold an annual meeting.

Communication with parents

Baker Elementary will communicate with parents in the following ways to increase parent involvement and to support classroom instruction by:

- Distributing a monthly newsletter to parents that is developed with participation of the parent-school organization, principal, staff, PTO and parent volunteers. It includes school news and a calendar of school activities. Flyers are distributed on an as needed basis promoting school events.
- Teachers will contact parents as needed on an individual basis to communicate about their child's progress.
- At the beginning of each school year, parents will be provided a Baker Elementary Handbook, which outlines the policies of the school. This handbook also provides parents with a listing of staff members, as well as the e-mail addresses for the school.
- The school will communicate routinely with parents using School Status, our school website, The Bronco Bunch PTO Facebook page, and district wide call-outs, as well as daily communication folders.
- The teachers will send home a red folder containing student work samples each week. Grades 3-5 will use an "agenda" notebook for two way communication with parents and teachers.
- We hold two parent conferences per year. One is in the fall and one in the spring to go over student progress, standardized test scores, and ways that the teacher and parent can work together to support the education goals of the student.
- For any concerns about your student, call or email the teacher directly. Baker teachers are always ready and willing to listen and address concerns.

School Compact

BAKER INTERDISTRICT ELEMENTARY SCHOOL STUDENT-PARENT-TEACHER-SCHOOL STATEMENT OF COMMITMENT

AS A **STUDENT**, I AM RESPONSIBLE FOR MY EDUCATION.

TO DO MY BEST I WILL:

- Attend school regularly and demonstrate a positive attitude toward learning.
- Be well-rested, clean, neat and appropriately dressed.
- Know and follow the rules of student conduct and develop and use self-discipline.
- Take responsibility for learning, complete all assignments on time and take all graded papers and other important information home.

Student signature: _____ Date: _____

AS A **PARENT**, I AM RESPONSIBLE FOR PROVIDING MY CHILD THE OPPORTUNITY TO OBTAIN AN EDUCATION BY:

- Attending school functions and conferences & communicating with my child's teacher.
- Supporting the school in its efforts to maintain proper discipline.
- Providing a quiet, well-lit place to study.
- Ensuring my child is punctual and attends school regularly with all needed materials.
- Encouraging my child's efforts and being available for questions.
- Providing a healthy lifestyle for my child.
- Reading with my child and letting my child read to me.
- Finding time to talk with my child.

Parent signature: _____ Date: _____

AS YOUR CHILD'S **TEACHER**, I AM RESPONSIBLE FOR:

- Communicating regularly with parents and students regarding student's progress in learning and behavior.
- Challenging your child to achieve his/her potential.
- Presenting a quality education by using appropriate instructional materials.
- Providing a safe, positive, nurturing environment for learning.
- Participating in professional development opportunities, committing to professional growth, & modeling life-long learning.

Teacher signature: _____ Date: _____

AS YOUR CHILD'S SCHOOL, BAKER INTERDISTRICT ELEMENTARY IS RESPONSIBLE FOR:

- Providing a safe environment that encourages mutual respect.
- Enforcing the policies of PCSSD and the Baker Interdistrict Elementary rules of conduct.
- Employing a staff that is dedicated to achieving excellence in education.
- Encouraging positive communication between students, teachers, and parents.
- Encouraging parents and the community to be actively involved in all activities.
- Promoting the mission & vision of the school.
- Providing teachers with staff development opportunities to promote professional growth & life-long learning.

Dr. Whitfield
Principal

Mr. Dewitt
Assistant Principal

Reservation of funds

Baker does not receive Title 1 funds.

Coordination of services

- Baker Elementary is an economics focus school. We have developed a strong partnership with Economics Arkansas. Each year, Baker utilizes a program called One Book. During this time, the entire school reads one book that focuses on economics concepts. Each student receives the book as well as a study guide and activity calendar. On each day of the calendar there are student activities that require the assistance of a family member. They are fun and engaging activities that encourage parent participation. Economics Arkansas provides all of its student/teacher resources free of charge.
- Each year in December, Baker has a school-wide bazaar. Each class produces a product and sells it at the Bazaar. Students go through the entire production process. They must apply for a loan that is provided by our own PTO, procure the resources needed to produce the item and even create a marketing campaign. Baker gives students real world experiences that allow the growth of all students while showcasing the work of each student. Parents are encouraged to volunteer, shop, or browse all of the different booths. Dinner is also provided by 1st Security Bank. Due to the pandemic, we were not able to continue this tradition 2021-2022 school year.
- Economics Arkansas is one of Baker's vital partners. Economics Arkansas provides professional development opportunities for Baker's teachers, opportunities for Baker's students and parents by sponsoring Financial Literacy Family Nights.
- Ally Bank partners with Baker to provide financial literacy instruction to Baker's primary students. Ally also makes a monetary donation to Baker annually.
- 1st Security Bank comes to Baker each year to promote financial literacy. "Penny Pocket," the bank mascot visits with students and the bank provides a bookmark that is also a deposit coupon for any child who opens their own account.
- Junior Achievement of Arkansas comes in the spring of each year. Each grade level has specific hands on activities based on the Arkansas State Standards. People from our community volunteer their time to educate, answer questions and share experiences with our students. During the pandemic, this was virtual.
- Baker Elementary strives for the best in everything that we do. By bringing in local businesses, community workers, and organizations; we can provide experiences that lead to financial literacy as well as community and cultural awareness. We utilize our community resources to expand engagement, promote literacy, math and social studies standards and that in turn increases student achievement

Building capacity of parents

Baker provides flexible meeting/activity times to increase parental involvement, build staff, and parent capacity

- Baker Elementary holds regularly scheduled parent meetings, conferences and activities throughout the school year. During these meetings or events, staff and parents discuss the Arkansas State Standards, the testing requirements for each grade level as well, as useful strategies that parents could use to support academic achievement.
- At Baker we strive to support the entire family unit by providing events that promote healthy eating and exercise. Our Partners in Play event brings families together in an informal setting that utilizes the school facilities for exercise, relaxation and social interactions with other families and staff.
- At the beginning of each new year, Baker Elementary hosts an Open House. During the event, families are encouraged to meet with teachers and staff. Administration explains our school PBIS policy, they tour the school, and visit classrooms. This event allows Baker to make that first positive contact with our families and students that will continue to build as the year progresses. The pandemic caused us to pivot to virtual.
- Baker Elementary provides translators and translated documents for our families. Baker utilizes local families and community members to assist in translation needs. Baker will also contract translators and use translation services when funds are available to support and encourage open communication between school staff and family members.
- The FACE committee uses parent surveys to plan additional events.
- The Pulaski County Special School District has implemented a system for parents to provide parents with information about students' attendance and grades. Parents will be provided an access username and password at the beginning of the year.

We love our Volunteers! Volunteers are always welcome and encouraged. Each volunteer is screened through our secure volunteer portal.

<https://bib.com/SecureVolunteer/Pulaski-County-Special-School-District/>

The link is also posted on the Baker website:

<https://baker.pcssd.org/o/baker-elementary/page/volunteer-info--47>

We have numerous opportunities for parent/family volunteers. Volunteer opportunities are dependent on current CDC guidelines. Here are just a few:

- Media Center Volunteers.
- Special Friends Week (Grandparent's Day)
- Chaperone Field Trips
- Thanksgiving/Special Day lunch with students
- Room Parents
- Teacher Luncheons
- Baker Yearbook
- Holiday Parties
- Mentors
- PBIS celebrations
- Teacher/classroom helper

Our PTO organization is always looking for families to volunteer for various functions!

Baker has a parent/family resource area located at the front of the school. It is full of information about programs and services that are available to our families and students as well as information about digital learning sites.

The FACE committee is currently working on instructional videos to help families locate information about our current curriculum, log into our HAC site to view student information and even digital resources to be used at home.

Building Capacity of School Staff

- Administrators as well as teachers must understand the importance of parent and family involvement at school. The school does not solely educate the child. There are many opportunities for professional development in the area of parental and family involvement.
- The Arkansas Department of Education utilizes <https://ideaslms.aetn.org/totara/coursecatalog/courses.php>
There are currently 16 courses that meet the requirements for professional development of our staff. Monthly required staff meetings will also be used to provide information about FACE activities and opportunities.
- While the FACE committee can't require staff to volunteer, we must make them want to do what is best for our families and students. Teachers need to be seen outside of the classroom walls.
- We want our parents to feel welcomed as they enter the building. Our front office staff is trained to welcome all who enter our building.
- We have materials printed in multiple languages.
- We work with the English Language Learner teacher to help us meet the needs of our diverse population of students. We want the ideas and opinions of all of our families to be heard and addressed.
- Our FACE committee meets once a month to listen to concerns that may arise, discuss ways that we can address those concerns, and encourage participation from our school staff.

Volunteering

- U Classroom volunteers
- U Field trip chaperones
- U Room Parents
- U Special school/classroom projects
- U Classroom readers
- U Media Center Volunteers
- U Peer tutoring
- U School beautification
- U Parent Involvement Committee
- U Teacher Luncheons
- U Baker Yearbook
- U Holiday parties
- U Main Event
- U All Pro Dads

Parenting

- U Special Friend's Week
- U Parent Resource Library
- U Parental Involvement/PTA meetings
- U Parent/Student -led conferences
- U Family Thanksgiving Lunch
- U 5th Grade Promotion Ceremony

Learning at Home

- U Parent Resource Library
- U Parenting Tips
- U Suggested Web Sites
- U Homework
- U Special projects
- U Home Access Center

Collaborating

- U Business Partner Support Night
- U Junior Achievement
- U Rotary Club
- U School Improvement Plan/ACSIP
- U Partners in Education
- U AIP/IRI development
- U P.T.A
- U School Improvement Committee
- U Equity Committee
- U School Leadership Team

Decision Making

- U School Improvement Committee
- U Equity Committee
- U P.T.A.
- U AIP/IRI development
- U Parent Involvement Committee

Communicating

- U Agendas/Communicators
- U Quarterly Baker Beat
- U Home Access Center
- U Parent/teacher calls and emails
- U Parent/teacher and/or student led conferences
- U Interim Notices
- U Meet n' Greet
- U Popsicles on the Playground
- U Kindergarten Round Up