

JOE T. ROBINSON ELEMENTARY SCHOOL

School and Family Engagement Plan

2023-2024



Our mission is to provide equity and excellence for all students through rigorous college and career readiness instructional strategies and high levels of student engagement.

Vision: Robinson Elementary School provides a safe learning environment where ALL students master 21st century skills for a successful future. In pursuit of this vision, our school is committed to providing our students with opportunities to:

1. Communication and Collaboration.
2. Creativity and Innovation.
3. Critical Thinking and Problem Solving.
4. Engaging with Information, Media, & Technology.

Motto: Every Student Matters, Every Moment Counts!

1: Jointly Developed

Robinson Elementary School (RES) committee is comprised of parents and school staff members from diverse backgrounds who represent the P-2 and 3-5 grade bands. This committee works together to develop the RES Family Engagement Plan. This includes making decisions during each phase (planning, reviewing, and improving) of the plan. Parents and families provide input regarding funds, programs, and academic goals at the end of each school year using our Title 1 Parent and Family Survey. Parents are also asked to serve as decision-making participants on the School Leadership Team, P.B.I.S. Committee, and Equity Monitoring Committee. Parents and families assist in identifying engagement activities/objectives, locations, & dates. The RES Family Engagement Committee is scheduled to meet at the beginning, middle, and end of each school year. Parents may request additional meetings, as needed.

Parents are provided access to the PCSSD Student Handbook and the RES parent information packet which includes the process for resolving parental concerns through due process, homework policy, dress code, and School Family Compact.

2: Communication

A parent-friendly version of the RES Family Engagement plan is posted on the school's website. It is also made available during face-to-face school-based events. RES communicates with parents and families about school and parent programs, meetings, and other activities via social media, letters & flyers, call- outs, marquee displays, and digital platforms (e.g. class dojo, PBIS Rewards, school status). Information is also sent home in other languages, as needed and can be translated via our online communication platforms such as Class Dojo. RES distributes pin numbers so parents can access the Home Access Center (HAC) to monitor their child's academic progress. Parents are provided academic/behavioral updates via report cards, interim reports, HAC, conferences, weekly folders, emails, conference calls, newsletters, etc. Parents have the opportunity to review and ask questions about the PCSSD Engagement Plan during parent teacher conferences. Interpreters may be requested during parent/teacher conferences for parents who do not speak English, as needed. Various components of the plan are also summarized in information packets, homework tips, during volunteer opportunities, and addressed within the PCSSD handbook. The handbook includes information on resolving parental concerns through due process, as well as school policies and procedures. Parent and Family engagement events are held in a variety of formats and times including online meetings, in person conferences, morning events, and evening activities. A suggestion/comment box for parents is located in the schools Parent Center, which is located in the rear of the Media Center.

Year at a Glance

- Back to School Meet and Greet, August 2023
- Boy Scout Evening, September 2023
- RES Open House, September 2023
- Title 1 Parent Meeting, September 2023
- Fall Carnival, October 2023
- Fall Parent Teacher Conference, October 2023
- Math/Literacy Night, November 2023
- Celebrating Grandparents, November 2023
- Scholastic Book Fair, November 2023
- Classroom Holiday Celebrations, December 2023
- Career Fair, February 2023
- Classroom Valentines Parties, February 2024
- Spring Parent-Teacher Conferences, February 2024
- Field Day, May 2024
- Pre-K Promotion (Graduation) Celebration, May 2024
- 5th Grade Promotion (Graduation) Celebration, May 2024

3: Building Staff Capacity

Robinson Elementary School engages teachers, parents, and school staff in building capacity by collecting data using needs assessments and being responsive to staff needs. The parent and family committee works together as equal partners in maintaining an RES Title I Parent Center located in the media center. The hours

of operation are during the regular school day. The parent center provides resources for staff and parents to help their child/student succeed. Parents may take a copy or check out materials and resources. Other opportunities include, but are not limited to the following:

- On-line PD provided on the School Family Engagement Plan and School Handbook (which includes RES's process for resolving parent concerns & parent requests).
- Parent Engagement Training provided based on ADE PD Requirements.
- Online resources provided by Parent Facilitator, as needed.
- Parent engagement calendar notifications.
- Staff will collaborate and lead parent engagement activities.

4: Building Parent Capacity

The Robinson Elementary Administration, classroom teachers (Pre-k-5th), and PTO facilitate numerous student/parent/family events throughout the school year. provides timely information about the school's curriculum, assessments, and achievements expectations during Open House, Annual Title 1 Meetings, parent conferences, reports, newsletters, etc. Parents are informed of Title 1, Part A requirements, how to monitor their child's progress, and improve achievement during our September Title 1 Meeting and throughout the school year. To further build parent capacity, the school provides materials and training related to literacy, math, and technology. Additional capacity building opportunities include, but are not limited to, evaluating parent participation in workshops and meetings, effectiveness of specific strategies, needs assessments, and engaging parents in activities to support student learning & social development.

5: Coordination

RES coordinates with other organizations, businesses, and partners to provide additional support and resources to families to ensure the vision of Pulaski County Special School District. Coordination includes: the ABC Pre-K program to support foundational skills; PTO to support/plan engagement activities; the Central Arkansas Library System to increase the school's goal of reading on grade level; our school-based mental health provider to support social emotional learning & provide resources to families, and other local businesses & community partners. RES also works with our feeder middle school to prepare parents and students for transitioning to middle school. Mentors and tutors from the feeder schools are available to work with targeted students to address academic deficits.

6: Annual Title I Meeting

RES hosts an Annual Title I Meeting in October. During the meeting parents will learn about topics such as Title I requirements, the school's participation in the program, curriculum & assessments, and parents' rights under Title 1. Parents will be provided a link to access our parent and family engagement plan online. The Annual Title 1 Meeting is facilitated by the principal. Robinson Elementary School will submit evidence of the Title 1 Meeting by completing the PCSSD Annual Title 1 Verification Form and submitting it to the District Title 1 Office.

7: School-Parent Compact

Feedback from school staff, parents, and students shape the development of the Robinson Elementary School-Parent Compact. This compact outlines the shared responsibilities and expectations of the school and families. Parent interest surveys relating to what parents feel the school can do to support their child academically will be administered throughout the year and given to all newly enrolled students. Survey results will continue to be used to plan upcoming parent and family engagement activities. This information may also influence the development of the school parent compact. The school/parent/student compact is distributed during annual parent meetings.

Student-Parent-School Compact (To be signed during 1st Conferences)

During the fall of each school year students, parents and school staff will be asked to sign the student-parent-school compact. The compact explains the responsibilities of each party in regards to student achievement.

As a parent/guardian, I will:

- Attend one evening school function and all regularly scheduled student-parent-teacher conferences.
- Ensure that my child is on time each day and attends school regularly.
- Establish a time for homework and review it regularly.
- Read with my child at least 15 minutes at the minimum of four nights a week and let my child see me read.
- Support the school discipline policy.

Signature: _____

As a student at Robinson Elementary School, I will:

- Attend school regularly.
- Respect myself, my school and all others.
- Read at least 15 minutes a day or more.
- Complete and turn in all my schoolwork on time.
- Come to school on time and ready to learn (with pens, pencil, paper, and other learning tools).
- Conform to rules of student conduct.

Signature: _____

As a School, we will:

- Know your child's needs and try to meet them.
- Communicate regularly with families.
- Provide a safe and positive learning environment for your child.
- Provide meaningful learning activities both in and out of school.
- Assist your child in the selection of reading materials.

Signature: _____

We agree that students will have the greatest opportunity to succeed in school when we work together to accomplish these things.

8: Reservation of Funds

Parents and family members of children receiving services under the Title 1 program may provide input into how funds are used by completing the RES Title 1 Parent Survey. Reservation of funds will be discussed during Robinsons annual Title 1 Meeting September 2023. We will provide ample time to discuss a

description/explanation of school funds and how they will be used to support parent and family engagement activities.