

AR
 Westside Elementary School Hartman (Westside School District)
 193 School Street
 Hartman AR 72840
 479-497-1088

School Parent and Family Engagement Plan

School Name:	Johnson County Westside Elementary
Facilitator Name:	Meredith Young
Plan Review/Revision Date:	5/29/2020
District Level Reviewer, Title:	Virga Hayes, District Parent and Family Engagement Coordinator
District Level Approval Date:	6/29/2020

Committee Members, Role:

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

First Name	Last Name	Position
Meredith	Young	Building Parent and Family Engagement Facilitator/Teacher
John	Elms	Elementary Principal
Kimberly	Owens	Elementary Counselor
Chelsi	Yarbrough	Teacher/Parent
Rachel	Sams	Teacher/Parent
Jackie	Ross	Parent

Committee Members, Role:

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

First Name	Last Name	Position
Tara	Jones	Parent

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?

The committee will have regular meetings to assess and modify our family involvement efforts and discuss ways of encouraging parent or guardian interest in school and student success. Collaboration will include communicating via email, Remind, and surveys. School activities encourage parents/ guardians participation in scheduled events created for the betterment of the school community. This includes field trips, facility beauty and improvement plans, schoolwide festivals and events, diversity training and educational assemblies, achievement celebrations, parent workshops/seminars, and fundraisers.

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?

The annual Title I meeting to inform parents of the requirement of Title I and the school's participation in Title I will be held in October of 2020. At this meeting the rights of parents/guardians involvement in their students education will be discussed. Parents/Guardians will be given information on how to contact the district Federal Programs Coordinator if the wish to offer input for further communication and growth.

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?

Communication with parents comes from interest forms, email, postage mail, notes home, and social media outlets. The school provides parents with progress reports every 4 ½ weeks containing information regarding their child's academic progress. Teachers and administration are encouraged to use various means of communication, both traditional and electronic, with parents and community members. There is also a phone notification system in place to alert parents of important events or notifications, concerning school wide conferences or emergencies.

Parents/guardians have access to additional information by logging into the Home Access Center (HAC) allowing them to monitor their students' academic progress at any time. As an addition, they may view their students' teacher plan book so they may stay informed of classroom curriculum.

During testing windows, parents will receive a simplified letter explaining the testing process as well as personalized test results and standardized test scores.

Parents will receive a monthly calendar with a list of upcoming classroom and school events as a companion to the Family Engagement newsletter containing tips for parental guidance in academic success.

The school's Parent and Family Engagement Plan in parent friendly language will be sent home at the beginning of the school year and in new student enrollment packets.

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?

Every year, a school-parent compact packet is jointly developed with parents, students, and teachers and sent home with students. Much of the information in the packet is also made available on the school website or through the building administrative assistant. The website also includes easy access to staff email. The school provides two formal parent-teacher conferences and encourages parents/guardians to frequently review their students' academic progress and attendance on HAC. Many teachers provide frequent progress reports and reminders of class and school activities through the Remind App. and update grades on a regular basis. Parents are invited to open school events as well as personal observations of classroom activities. Parents are encouraged to volunteer at the school as well as school wide functions. Parents also fill roles on several committees and associations throughout the school, targeting alumni and parent involvement.

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?

While the district does NOT receive more than \$500,000 in Title I funds, a small amount of funding is set aside to pay for the call system, the newsletter, a calendar, and advertisement of parent/teacher conferences. The elementary level budget is approximately \$2300. Most necessary functions are taken care of internally with advisement from parents and teachers given to acquiring any ideas for enrichment in the form of speakers and educational guests for the betterment of school success.

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?

The school frequently invites guest speakers, educators, and programs to enrich the education of our students and community. The elementary has an after school program that they partner with for Family Nights, the Hartman Methodist Church that provides funds for the backpack program, the Junior Auxiliary of Clarksville that provides school supplies, and the Angel Closet in Coal Hill that provides needed clothing. We invite outside education programs that may be of interest to our students. The Westside Athletic Youth Organization host sporting programs and events for elementary students and their families. We offer health checks for sight, hearing, flu shots, and create information pamphlets on other health related topics. We also provide answers to questions concerning social media trends and any situation that may affect the safety of our students.

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?

We will build parent involvement through regular meetings as well as provide an opportunity for busy parents to stay informed through letters home and electronic means. The HAC system, frequent progress reports, informational documents on testing and increasing student success, and easy access to necessary information on the school website, will keep parents in the loop concerning their student. Our school website has links to state standards, information for Title I, teacher emails, calendars, school policies and handbooks, and explanations of school behavioral and academic expectations, as well as discipline and consequences. Parents/ Guardians are also provided with information and access to teacher lesson plans. Efforts will be made to create training opportunities for parents to play a role in the success of their students beyond the school setting. This includes training in the use of programs such as Google Classroom, Zoom, and Remind that may be used in cases of digital/distance learning. Parents/Guardians will also be encouraged to take an active interest in modeling community involvement for their student and improving work ethic and achievement.

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?

Frequent staff meetings and professional development training enable the school to create a climate of respect between parents, students, teachers, staff, administration, and community. Teachers are encouraged to involve themselves in all aspects of school success, not just their individualized instructional interest. Through team building activities and parent involved events, school staff are allowed to build personal and professional connections to colleagues and community. Training does not just include certified staff, but draw upon the support of classified personal in creating a safe educational and supportive environment for students and parents, alike.

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?

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

District Feedback

- ☐ Attention: Changes Needed!
- ☒ In Compliance

Comments: