

## **School Parent and Family Engagement Plan**

**School Name:**

Benton High School

**Facilitator Name:**

Rusty Davis, Assistant Principal

**Plan Review/Revision Date:**

August 1, 2021

**District Level Reviewer, Title:**

Kim Anderson, Assistant Superintendent

**District Level Approval Date:**

July 12, 2021

**Committee Members, Role:**

Rusty Davis/Assistant Principal, Dot Zaunbrecher/School Counselor, Jill Crow/Teacher, Mandy Lane and Fred Harris Parents/Community Members, Kelea Duke/School Nurse

**Contact Rusty Davis about questions or concerns.**

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### **1: Jointly Developed**

- 3 Benton High School parents, two students, 7 teachers, 3 counselors, and 4 administrators were selected to represent all the parents/guardians of students at Benton High School. Their voices will be a valuable part of developing the Family Engagement Plan for Benton High School.
- The parents on the committee will meet a minimum of three times during the school year to evaluate the plan. The first meeting will take place early Fall to review the plan. The second meeting will occur midway through the school year to update any part of the plan that may need adjusting. Finally, the last meeting will take place at the end of the school year to make improvements for the upcoming school year.
- The opinions and ideas of the school parents will be considered and possibly implemented into the plan.
- Any comments the school parents recommend and perceive valuable to the plan yet are not accepted to the plan can be submitted to the district for further discussion.
- Additional meetings can be scheduled to develop or evaluate the plan if requested by the parents.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

#### **Required Components**

- ☐ Involve parents in the development of the school parent and family engagement plan
- ☐ Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school
- ☐ Ensure adequate representation of parents of participating children in the process in a variety of roles
- ☐ Submit any parent comments to the district if the Title I School wide Plan is not satisfactory to parents
- ☐ Address opportunities for regular meetings if requested by parents
- ☐ *(May accomplish collaboration through the coalition of parents and community representatives)*

## **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.)*

- Benton High School is not a Title I School.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

### **Required Components**

- ☐ Conduct an annual Title I meeting
  - ✓ to inform parents of the requirements of Title I and the school's participation
  - ✓ to inform parents of their rights under Title I
  - ✓ (Recommendation: Include the month/year or month/day/year when the Annual Title I meeting will be held)

*The purpose of the annual Title I meeting is to disseminate information only and cannot be used as an opportunity for gathering input into the Parent and Family Engagement Plan and School-Parent Compacts.*

- Benton High School is not a Title I School.

### **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.)*

- The Benton High School Family Engagement Plan will be available to families and the community on the BHS website by August 1 each year. Parents/guardians will be allowed to contact the parent facilitator regarding questions. Contact information is listed on the first page of the Family Engagement Plan.
- The plan is designed to be written in an understandable and uniform format. It can be provided in another language if requested.
- An informational pertaining to the BHS School Parent Family Engagement Plan will be made available annually to parents/guardians in paper format and on Benton High School's website.
- Sign-Up sheets for parent volunteers will be available.
- BHS host a financial aid informational event in the evening to assist parents.
- BHS host a FAFSA Sunday event to assist parents.
- Community Plan for reentry for the 2020-2021 School year  
Meeting Held 7/2/20 from 12:00-3:00.

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

A summary of the Family Engagement Plan is available on the BHS webpage as well as in the student handbook.

- Provide a link on the school web page to the Parent and Family Engagement Plan.
- Parents acknowledge the Parent and Family Engagement Plan reading and signing the three in one form.
- A parent signup sheet will be available both online and at open house to access interest in volunteering.
- Access community resources to have meetings at different times and various locations to meet the needs of parents.
- BHS will communicate with all stakeholders through Email, Google Classroom, Zoom, Social Media, Phone Calls, and Thrillshare.

### **Required Components**

(***\*Post these items to district website by August 1***)

- ☐ \*Make the school parent and family engagement plan available to families and the local community
  - ✓ \*Include contact information for the parent facilitator
- ☐ Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child
- ☐ \*Distribute an informational packet annually to include
  - ✓ \*Description of Parent and Family Engagement plan
  - ✓ \*Recommended roles
  - ✓ \*Ways for a family to get involved in a variety of roles
  - ✓ \*Survey regarding volunteer interests
  - ✓ \*Schedule of activities planned throughout the school year
  - ✓ \*Regular, two-way, and meaningful system for parents/teachers to communicate
- ☐ \*Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook
  - ✓ Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary
- ☐ Offer meetings at various times (such as in the morning and evening)
- ☐ Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)
- ☐ *(May offer transportation as such services relate to preventing barriers to parent and family engagement)*
- ☐ *(May offer child care as such services relate to preventing barriers to parent and family engagement)*
- ☐ *(May offer home visits as such services relate to preventing barriers to parent and family engagement)*

### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

- BHS Staff, school parents, and students will share responsibilities for improved student academic achievement.
- BHS will have a scheduled Open House (possibly virtual) before school begins for parents and students to meet BHS teachers.
- BHS will have Fall and Spring Parent Teachers Conferences. (Possibly Virtual or On-line)
- BHS teachers will utilize TAC/HAC.
- BHS teachers will utilize Google Classroom to provide continuous feedback to students and parents pertaining to all assignments throughout the year.
- Progress/Interim Reports will be provided to parents four times during the school year.
- Social Media will be utilized to communicate with parents and community members.
- School Parents are provided with a variety of volunteer opportunities during the school year, such as registration, chaperoning dances/prom, and booster club activities.
- Benton High School will build and develop a partnership to help children achieve the challenging State academic standards by conferences, remediation, tutoring, and sending home NWEAMAP/ ACT Aspire test results.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

#### **Required Components**

- ☐ Jointly develop a School-Parent Compact
  - ✓ Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement
  - ✓ Address the importance of regular two-way, meaningful communication through:
    - conferences (no fewer than 2 each year)
    - frequent reports on progress reasonable access to staff
    - opportunities to volunteer
    - observation of classroom activities
    - Social Media
- ☐ Build and develop a partnership to help children achieve the challenging State academic standards
- ☐ Encourage school staff to use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers
- ☐ Involve parents in a variety of roles

### **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?**

**Required Components**

- Involve parents and family members of children receiving services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities
  - ✓ (if the school system receives more than \$500,000 Title I, Part A allocation and a percentage of the 1 percent reservation of funds is allocated to the school)

- Benton High School is not a Title I school.

## **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.*

- Invite colleges, technical schools, and military personnel to visit with students during lunches
- Host a Financial Aid Night for 12<sup>th</sup> grade students and their parents
- Form advisory council specific to BHS, to make informed and appropriate decisions to the instructional programs. Parents and Community members will aid in making instructional decisions regarding plans for on-site and blended instruction or virtual/off-site options during the Covid-19 pandemic/and future school closures.
- Aid parents of off-site learners with resources available to aid in their student's success.
- BHS will utilize community resources in the instructional programs through the BHS CTE Internship Program as well as the Special Education Department partnering with community businesses to provide meaningful worksite opportunities for students with disabilities.
- BHS staff will coordinate with the BHS College and Career Coach and Counselors to provide college and career ready resources to parents and students.
- BHS counselors schedule, at a minimum, one meeting with each BHS student. They will also schedule short meetings with seniors and possibly senior parents during this time.
- BHS will host a college and career fair.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

### **Required Components**

- ☐ Investigate and, where feasible, utilize community resources in the instructional program
- ☐ Coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (*applicable to elementary schools*), college and career ready resources or organizations (*applicable to middle and high schools*), parent resource centers, or other programs that encourage and support parents in fully participating
- ☐ Promote and support responsible parenting
- ☐ Consider recruiting alumni to create an alumni advisory commission
- ☐ Enable the formation of a Parent Teacher Association or organization
  - ✓ Leaders of said organization will be utilized in appropriate decisions



- ☐ Engage in other activities that will use community resources to strengthen school programs, practices, and learning
- ☐ Ensure the plan is comprehensive and coordinated in nature
- ☐ Incorporate this plan into the school's improvement plan

## **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.)*

- Parents will be provided various opportunities to be involved with regular meetings such as parent/teacher conferences.
- Benton High School will host Financial Aid Informational Night and a FAFSA Sunday event to aid parents with completing the FAFSA application/options.
- Materials will be translated into native languages for our ELL population as well as interpreters available during conferences and meetings.
- The Department of Elementary and Secondary Education website link will be posted on the BHS and Benton School District Website.  
<http://www.arkansased.gov>
- School parents are provided with score reports that provide an explanation of ACT Aspire scores, ACT scores, Alternative Assessments, and NWEA/MAP Assessment data.
- Each student will have a Student Success Plan to be utilized throughout their high school career.
- Covid-19 Health Resources
- Arkansas Department of Health
- CDC
- The BHS Computer Use Agreement will contain education about the harms of copyright piracy.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

### **Required Components**

- ☐ Schedule regular parent involvement meetings
- ☐ Provide parents with a description and explanation of the curriculum in use
- ☐ Provide parents with individual student academic assessment results and interpretation of those results
- ☐ Provide parents with a description and explanation of the assessments used to measure student progress and achievement levels of challenging State academic standards
- ☐ Provide assistance and instruction to parents of children served by the school in understanding these topics:
  - ☐ Arkansas Academic Standards
  - ☐ State and local academic assessments including alternate assessments
  - ☐ Title I, Part A requirements

- ☐ Strategies parents can use to support their child's academic progress
- ☐ Partnering with teachers to support their child's academic achievements
- ☐ Incorporating developmentally appropriate learning activities
- ☐ Use of ADE website and tools for parents [<http://www.arkansased.gov>]
- ☐ Assistance with nutritional meal planning and preparation
- ☐ How parents of high school students can be involved in the decisions affecting course selection, career planning ,and preparation for postsecondary opportunities
- ☐ Including role play and demonstration by trained volunteers

## **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 )*

- The Benton High School staff recognizes that the parents play an integral role in assisting with student learning.
- BHS staff will be provided with Parental Engagement/Involvement Training every two years.
- BHS staff will also be trained in additional forms of communication to ensure that throughout the COVID 19 situation lines of communication will remain open. These training may include: Google Classroom, Remind 101, Email, Google Meet, Google Hangouts, Zoom, etc.
- BHS will work with BHS school parents to form a parent panel. Members of this panel will work with BHS staff to provide input, suggestions, request, and feedback for school staff.

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

### **Required Components**

- Ensure professional development requirements are met for teachers and administrators.
- Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:
  - That parents play an integral role in assisting student learning
  - In the value and utility of contributions of parents
  - In how to reach out to, communicate with, and work with parents as equal partners
  - To implement and coordinate parent programs and build ties between home and school
  - To welcome parents into the school and seek parental support and assistance
  - To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

## **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?**

- **Training:** Involve parents in the development of training for teachers, principals, and educators to improve the effectiveness of the trainings concerning: Covid-19, HAC/TAC, Google Classroom, LMS, and many other technology platforms used in offsite, onsite, virtual, and blended learning.
- **Literacy Training:** Provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training. Apply for Comprehensive Literacy State Grant at the Secondary levels. This grant will allow Benton High School the ability to integrate comprehensive language and literacy instruction to increase literacy skills, while incorporating the goals of the 2020-2021 Benton High School Improvement Plan.
- **Expenses to Enable Participation:** Pay reasonable and necessary expenses associated with local parental involvement activities, including: providing translators, transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- **Parent Leadership:** Train parents to enhance the involvement of other parents. Parent and Community Engagement committee members can aid in parental engagement/involvement activities.
- **Flexible Options:** Arrange school meetings at a variety of times, conduct teleconferences, or in-home conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.
- **Model Approaches:** Adopt and implement model approaches to improving parent and family engagement.
- **Parent Advisory Council:** Establish a districtwide parent advisory council to provide advice on all matters related to parental involvement.
- **Community and Business Roles:** Develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.

*(See complete Arkansas Guide and Suggested Template for School Parent and Family Engagement Plan for references)*