

AR
Center Valley Elem School (Russellville School District)
5401 State Road 124
Russellville AR 72801
479-968-4540

School Parent and Family Engagement Plan

School Name:	Center Valley Elementary
Facilitator Name:	Robin Johnson Maegan Feters
Plan Review/Revision Date:	5/28/2021
District Level Reviewer, Title:	District Leadership
District Level Approval Date:	5/11/2020

Committee Members, Role:

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

First Name	Last Name	Position
Robin	Johnson	Counselor/Parent Involvement Facilitator
Maegan	Feters	Parent Involvement Committee Chair
Victoria	Golden	Principal
Kim	Meatheany	Community Member
Vicki	Pool	PTO Representative
Ashley	Dickey	Teacher

Committee Members, Role:

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

First Name	Last Name	Position
Lori	Ferren	Teacher
Kaitlyn	Boswell	Reading Interventionist
Ashlynn	Corbin	Teacher
Areana	Gomez	Teacher

Committee Members, Role:

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

First Name	Last Name	Position
Tonya	Gibson	Parent
Brittney	Plummer	Parent
Brooklyn	Newton	Parent
Kimberly	Turner	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?

To ensure the continued improvement of the District's parental/community involvement program, an annual review of parental involvement policies/plans will be conducted to examine their effect on promoting higher student achievement. The review shall be done by a committee consisting of parents and other community members, school staff, and member(s) of the administration. Each school in the District receiving Title One, Part A of the Elementary and Secondary Act (ESEA) funding shall at least annually involve parents in reviewing the Title I program, the policy, and the plan to ensure continued improvement.

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A survey was sent out to all parents regarding their involvement in and effectiveness of our parent engagement program on Friday, April 16th. Results of the survey are linked [here](#).

The Parent Engagement Committee reviewed the results of this survey on May 28, 2021. Also at that time a review was conducted to update the Family Engagement Plan. Revisions were made to incorporate new family events, and update the Center Valley Elementary Calendar, and make needed corrections to follow any new guidelines. Input was requested, and feedback was welcomed from reviewers. The agenda and notes from that meeting can be found [here](#).

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?

Title I meeting shall be scheduled at Center Valley prior to November 15, 2021 for reporting to parents and patrons the school's progress in meeting state and federal standards for achievement. This Annual meeting is to be the forum for explaining to parents and the community the State's content and achievement standards, State and local

student assessments, and how the district's and school's curriculum is aligned with the assessments and how parents can work with the district to improve their child's academic achievement; Center Valley: Title I Meeting and Report to Patrons will be posted on the 2021-2022 calendar. [Responsible: Victoria Golden, Principal prior to November 16 annually AR Standards for Accreditation of Schools, AR Act 603 2003]

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?

Center Valley Elementary will maintain, publish, and review regularly the Parent Involvement Plan. Parents, alumni, and the community will be encouraged to participate in building and district level long range planning.

Information will be on the school website and will be sent out to parents as other events are finalized.

Center Valley Elementary will publish and distribute Parent Packets annually in the fall, prior to October 1. The packets will include: School District Calendar; Classroom Management Plans; Grade Level Appropriate Homework Expectations; Parent tips to assist students with reading, writing and math skills; PTO Information; Quarterly Parent Volunteer Opportunities; Staff Roster with job duties listed; Web Page Information. [Responsible: Victoria Golden, Principal; Robin Johnson and Meagan Fettes, Learning Community Chair and Parent Involvement Facilitator] Center Valley Handbook is linked [here](#)

Center Valley Elementary will involve parents in the decision making process. Center Valley Elementary will annually survey parent interest in volunteering at school through a uniform survey sent with students, in partnership with the CVE PTO, during the fall each year. The responses will be maintained and utilized for contacting parents for volunteering. The school will solicit information about interests, frequency of availability, options for volunteering from home and to engage in other activities to welcome parents as volunteers. A list of ways a parent can volunteer will be included in the Family Information Kit. [Responsible: Robin Johnson and Meagan Fettes, Certified Parent Facilitator: Annually in August and September of 2021] AR ACT 603 2003

Center Valley has a designated certified parent involvement facilitator, Counselor, Robin Johnson and 2nd grade teacher, Maegan Fettes, appointed by the building principal. Mrs. Johnson shall help organize meaningful training for staff and parents; promote and encourage a welcoming atmosphere to foster parental involvement; undertake efforts to ensure that parental participation is recognized as an asset to the school. [Responsible: Victoria Golden, Building Principal, Robin Johnson, Counselor, Meagan Fettes, 2nd grade teacher: Annually in August and September of 2021] AR ACT 603 2003 AR ACT 307 2007, AR ACT 1469 and 397 2009

Parents will be consulted regarding planning for parent involvement and in the consideration of programs.

Center Valley teachers and principal, in compliance with ACT 307 of 2007 and ACT 397 of 2009: will provide weekly homework to evaluate student progress and parent nights to train parents in collaboration and implementation of homework.

Parents will be notified as required regarding teacher licensure and school report card. Currently, all teachers at Center Valley are listed as Highly Qualified and the school meets all Arkansas standards for accreditation.

Additional Parent Meetings and Events for Center Valley are included in a schedule/calendar on the [District Webpage](#)

Center Valley will ensure that parents who have disabilities, limited English proficiency, are migratory, or have other cultural or life circumstances which may result in barriers to participation have equal and full access to parental involvement through support such as Interpreters and Translation and maintenance of barrier free building and meeting access, flexible scheduling, and other services. [Responsible: Victoria Golden, Principal: to notify designated directors, supervisors, and coordinators: Ongoing] ESEA TITLE I, SECTION 1111; Title VI; Title II

Center Valley will ensure that all parents are welcomed in the school and that policies and procedures are not present that would discourage parental visits to schools or to their child's classroom.

Center Valley School website will be maintained with appropriate parent involvement plans and information annually [Responsible: Victoria Golden, Principal to supply information to district technology web master, Annually by November 1, 2021] In addition, at Center Valley, the media specialist will maintain a building level website, Twitter, and Center Valley Facebook with pertinent information for parents and the community, and teachers at Center Valley will inform parents about classroom activities through notes, email, and Remind 101 or Dojo for their classrooms with pertinent information for parents. Center Valley will request parent signatures upon receipt of our parent involvement information packet.

Center Valley School leadership committee will collaborate with the School Resource Officer to address safety issues of the school environment such as parking, playground issues, and traffic control during arrival and dismissal. Counselor and Staff will provide continued instruction and intervention regarding bullying and promotion of positive behaviors/character education. The principal will document action and notification of parents. RESOURCES FOR PARENTS: Parents and teachers will be notified of the anti-bullying enforcement procedures that promote desired interaction between students of all grades.

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?

Center Valley Elementary has a detailed school-parent compact that was developed jointly with parents. Each year the compact provided to every family allowing feedback for recommended changes, along with the opportunity to ask questions.

The compact focuses on a strong collaboration for student success. The compact outlines the responsibilities of teachers, parents, and students respectively. A copy can be found [here](#).

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?

Russellville School District annually receives more than \$500,000 in Title I allocation. The district reserves annually at least 1 percent for parent and family engagement activities. In accordance with the federal regulations, at least 90% of that 1% is allocated to Title I schools, with priority given to high-need schools. The free and reduced lunch population count from Cycle Two of the prior school year is used to assist in equitable distribution of funds to schools.

During the annual Title I meeting, the Center Valley Elementary Parent Involvement committee will share ideas on parent events that Center Valley will host throughout the year. During this time, purchases will be discussed in regards to how the budget will be spent. It will be shared that the Parent Involvement committee will be sharing updates throughout the year, and invite feedback as upcoming events arise. Center Valley will host meetings

throughout the year to discuss the current budget status, and get input from parents on how the remainder of funds will be spent throughout the rest of the year. Calendar events are to be determined.

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?

Center Valley will maintain a coordinated parent involvement program where the involvement activities enhance the involvement strategies of other programs, including Title I, Special Education, English Language Learners, and other programs for students.

Center Valley will continue to collaborate and coordinate with area Private Providers of Early Childhood Programs as well as local Head Start Agency Child Development Inc . and local Arkansas Better Chance for Success Providers Friendship Community Care, ABC Child Development Academy, and other providers.

Center Valley Parent Involvement Meetings will be held in the fall for K-4 students and their families. During the meetings, parents will receive information regarding writing instruction and expectations. They will participate in similar experiences relative to their child's writing assessments.

Center Valley will hold a STEAM Family Night for K-4 students and their families. Parents will receive information about STEAM instruction and engage with their child/ren in STEAM activities. The Center Valley nurse will provide articles on health related issues such as: fresh fruits and vegetables, food plate, outdoor activities, and what kids have to say about health. Parents will be invited to Bring Your Parent to PE week.

Parents will be provided with resources for resolving complaints and concerns annually in the handbook:

The link to the Russellville School Board Policy 6.7R may be reached by:

<https://www.rsdk12.net/o/district/page/board-of-education--575 Choose 6.7 Complaints>.

Parents with suggestions or concerns about policy or procedure for parental complaints are encouraged to contact Judy Pennington, Assistant to the Superintendent (judy.pennington@rsdk12.net / Phone 479-968-1306); Mailing address is: Russellville School District P.O. Box 928 Russellville AR 72811.

Center Valley Parent Involvement Committee in collaboration with the District Parent Involvement and School Improvement Committee will research and disseminate strategies to eliminate barriers that may prevent parents from being fully involved in their child's education. Examples are: accommodations for parents with disabilities; flexible scheduling of Parent Teacher conferences; provision of information in alternate languages.

Center Valley Elementary Parent Teacher Organization encourages parents to join the organization and actively participate in the PTO's many areas of service. Joining the PTO gives parents and teachers the privilege of voting in meetings about important issues involving our students and school, as well as the opportunity to serve on open committees. Parents, grandparents, and teachers encouraged to join.

PTO President - Brooklyn Newton

PTO Secretary - Kelsey Duke

PTO Treasurer-Vicki Pool

Teacher Representative - Maegan Feters

Membership - Kayleigh Whisler

Seasonal Decorating/Building & Grounds - Morgan Balloun

Staff will work to identify and modify other successful parent and community involvement programs to suit the

needs of Center Valley families; mentor and train parents to enhance and promote the involvement of other parents; provide support for other parental involvement activities as parents may reasonably request. [Responsible: Parent Involvement Committee: Ongoing]

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?

Center Valley will schedule two Parent Teacher Conferences annually, and shall provide as well alternate or flexible scheduling for those parents who may not be able to attend scheduled dates or times. (Building Principals and Teachers: October 25th and February 15th.)

Parents are encouraged to participate in Parent Teacher Organizations (PTO) and other parent programs, including review of Title One potential programs. PTO registration forms will be sent out at the beginning of the school year.

Center Valley Elementary School Building staff will keep parents informed about parental involvement programs, meetings, and other activities in which they could be involved. This information will be sent out through classroom newsletters, district calendar, and our [Center Valley Elementary Facebook page](#).

All such communication shall be, to the extent practicable, in a language the parents can understand. Parents are requested to contact Victoria Golden, Principal, for additional information regarding language and other accommodations needed.

Russellville School District provides support for language translations of written and verbal communication such as the school call-out system as well as Interpreters at regularly scheduled Parent Teacher and other conferences and meetings.

Center Valley staff will communicate with parents prior to placing their child in a program that is different from the regular curriculum; the school will ensure that parents of children identified limited English proficient students are provided with all required notice and information regarding the reason(s) for the identification of their child; the child's level of proficiency and how that was assessed; the status of academic achievement; methods of instruction used in the program; how the program will meet both strengths and needs of their child and specifically assist them in learning English and meeting age appropriate academic standards; specific exit requirements of the program; and how the program meets the needs of a child with any identified disability under IDEA; and all parental rights in writing including the right to decline enrollment in the program; remove their child from the program; and to select among other options if available. Similar services shall be provided to parents of students who may be identified as disabled under IDEA.

Center Valley staff will provide resources to parents in ensuring that parents receive assistance in understanding such topics as Arkansas academic content standards and student academic achievement standards as well as state assessments. Locally used assessments such as District Formative

Assessment data and teacher produced tests will be included in this process. Parents will receive ongoing information about the ACT Aspire assessment and Istation assessment in Arkansas and the District. [Responsible: Robin Johnson, Counselor; ??, Instructional Facilitator; Karie Turney, Elementary Director of Instruction: Ongoing]

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?

Center Valley Elementary puts great efforts into building the capacity of their staff. CVE teachers must obtain the required amount of Professional Development training hours set by the district each year. This helps deepen their content knowledge, while also enhancing their classroom curriculum and lessons. A second way capacity is built within the building is through mentorships and coaching. There is great value in peer coaching and collaboration to build trust, hone teaching skills, and ultimately drive better student achievement. Center Valley is also great at providing direct feedback loops. Teachers are provided practical observations that give them the support they need to reflect, grow, and improve. Center Valley teachers are lucky to have the resources needed to help them succeed and grow.

The annual review of the parent involvement policy will be utilized to educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents. Information: the academic impact; increase/decrease in parental involvement; barriers to parental involvement. A follow up stakeholder meeting will be scheduled during the first quarter, for parent representatives from all buildings. A parent survey will be completed by April 2022 and the results compiled in May 2022 to be used at both the District and Building level to identify and address barriers to parental involvement, target areas of need as well as interest for parents, and evaluate activities conducted. [Responsible: District Instructional Technology Committee; District Parental Involvement/School Improvement Committee: by March 1, 2021.]

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.)

SUMMARY OF RUSSELLVILLE SCHOOL DISTRICT
PARENT, FAMILY, AND COMMUNITY ENGAGEMENT PLAN
2021-20222

THIS SUMMARY IS PROVIDED FOR STUDENT HANDBOOK/ PARENT, FAMILY AND COMMUNITY
ENGAGEMENT PLAN

The full text of the Family and Community Engagement Plan for the District may be obtained through the District web site <https://www.rsdk12.net/> Scroll to the middle of the page, under the photo roll, and choose the "State Required Information" button . Choose the current school year folder, then choose "Parent, Family and Community Engagement plans". A plan for each building and for the District is included.

RUSSELLVILLE SCHOOL DISTRICT
ACHIEVING EXCELLENCE TOGETHER

MISSION: EDUCATE, EQUIP, AND EMPOWER EVERY STUDENT, EVERY DAY

- ☐ The Russellville School District school board and administration understand the importance of engaging families, parents, and the community as a whole in promoting higher student achievement. The District Family and Community Engagement Plan is reviewed annually, and includes goals for improving and continuing parent and community engagement in education:

- The District will promote and support Family and Community Engagement through communication, surveys, written information, the web site and other publications, and annual parent meetings.
- The District will assist school buildings in promoting and improving parental involvement.
- The District will ensure that school principals, teachers, and parents receive information and training in promoting Family and Community Engagement and communicating with parents.
- The District will include parents in evaluating and improving the ways in which schools and teachers communicate with and involve parents.
- The District will include parents in joint review and development of the Title I Plan for buildings.

Please contact your school building principal for additional information and assistance with involvement.

You are asked to let us know that you have received this information in your student handbook by signing the assurance page included for you.