

AR
 London Elementary School (Russellville School District)
 154 School Street
 London AR 72847
 479-293-4241

School Parent and Family Engagement Plan

School Name:	London Elementary School
Facilitator Name:	Kathy Steffy
Plan Review/Revision Date:	5/26/2021
District Level Reviewer, Title:	JDistrict Leadership
District Level Approval Date:	June 19 2021

Committee Members, Role:

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

First Name	Last Name	Position
Kathy	Steffy	Parent Facilitator/Counselor
Krista	Malin	Principal
Holly	Price	Teacher/Parent
Camille	Blaney	Teacher/Parent
Sonya	Loop	Reading Specialist
Jonathan	Livermore	Instructional Facilitator

Committee Members, Role:

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

First Name	Last Name	Position
Colleen	Goddard	Parent
Kristen	Brown	Parent
Leslie	Ridgway	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?

- London parents will be involved in the plan development through surveys.
- An annual review of policies/plans will be conducted to examine their effect on promoting higher student achievement.
- The review will be done by a committee consisting of:

- * parent and other community members

- * school staff

- *

members of the District receiving Title One

- Part A of the Elementary and Secondary Act funding shall at least annually involve parents in reviewing the Title I program, the policy and the plan to ensure continued improvement.
- The principal offers information and receives feedback from parents concerning our school and the parent engagement plan at monthly PTO meetings.
- Comments from parents, should the Title I School-wide plan not be satisfactory, will be submitted to the district.
- Plan reviewed and revised on April 28, 2021

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 will be held in September 2021. This meeting will be to inform parents of the school's participation in Title I, its requirements regarding parental involvement and explain parents' right to be involved in the education of their child(ren).

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?

- London Elementary will use the school website and the school handbook as a means of distribution for the completed plan.
- Kathy Steffy, Parent facilitator, may be contacted at the school through email, kathy.steffy@rsdk12.net or phone, 479.293.4241.
- The plan will be written in an understandable and uniform format to the extent practicable and in a language parents can understand.
- Signatures will be obtained through beginning of the year paperwork acknowledging receipt of the district and school family engagement plan summary.

- Two Parent Teacher conferences will be schedule annually as well as alternate or flexible scheduling for those parents who may not be able to attend scheduled dates and times.
- Parents will be encouraged to participate in the Parent Teacher Organization and other parent programs, including review of Title One potential programs.

London Elementary School Building staff will keep parents informed about family and community engagement programs, meetings and other activities they could be involved in. An Informational Packet will be distributed to each London family which will include:

- The Parent Engagement program
- Title I School Compact containing recommended roles for parents
- Volunteer Survey
- Calendar of events (also posted on the school website, broadcast on London social media sites and Principal's Quarterly Newsletter)
- Communication system for parents and teachers through a regular, two-way and meaningful system.

Based on feedback from parent survey:

- classroom teachers will continue communicating through Class Dojo
- Specialists will collaboratively create a quarterly newsletter to share what students are learning in those classes.

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?

The School-Parent Compact along with The Family Information Packet will be discussed with and distributed to parents at the Principal's Coffee. For parents not attending it will be posted on the school's website. This compact will outline the responsibilities of parents, students and the school staff in raising student academic achievement and for building partnerships that will enable students to meet Arkansas' academic standards.

The compact will address the importance of regular two-way, meaningful communication though :

- Parent Teacher Conferences scheduled in October and February
- Progress reports sent home quarterly at 5 weeks.
- Access to staff members through email, class dojo, and phone communication
- A survey will be given to parents to address volunteer opportunities

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 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.

Parents of London Elementary students will be give a short survey during Principal's meeting with parents in September to determine needs.

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?

- London Elementary will continue to collaborate and coordinate with area Private Providers of Early Childhood Programs as well as other local Arkansas Better Chance for Success Providers, Friendship Community Care, ABC Children's Academy and other providers.
 - The Parent Coordinator and the Family and Community Engagement Committee will coordinate Family Nights for parents and students to increase student success.
 - Classroom teachers will write Student Success Plans for students who do no perform at proficient level on the Standardized Exam and common assessments in collaboration with parents/guardians.
 - London Elementary will maintain a Parent Center with information for parents and will make available materials and resources to parents Monday-Friday 7:45-3:45.
 - The Jr Fire Fighters Challengeand Robotics Team, along with PTO sponsored events will provide hands on experiences for students and families.
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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?

- A certified Family and Community Engagement facilitator, Kathy Steffy, counselor, will be appointed by the building principal. Mrs. Steffy will help organize meaningful training for staff and parents and promote and encourage a welcoming atmosphere to foster parental involvement.
 - Parents will be informed during Parent Teacher Conference of available assistance in the areas of: 1) Arkansas Academic Standards 2) Title I, Part A requirements 3) Use of ADE website and tools for parents 4) Nutritional meal planning and preparation 5) Developmentally appropriate learning activities from the Parent Center
 - London Elementary staff will keep parents informed about family and community engagement programs, meeting and other activities they could be involved in. Parents are encouraged to participate in the Parent Teacher Organization and other parent programs, including review of Title One potential programs.
 - Parents will be provided with descriptions and explanation of the curriculum being used at London Elementary, as well as, assessments used to measure student progress and achievement levels.
 - Individual academic assessment results are mailed home to parents with interpretation of those results. The school counselor, principal and instructional facilitator are also available for interpretation at parent request.
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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?

London Elementary certified staff will receive professional development every fourth year in the area of parent involvement.

Teachers, specialized instructional support personnel, principals, other school leaders, and other staff, with the assistance of parents will be trained in these areas during Pre-school Professional Development days, prior to P/T conferences, and at staff meetings:

- ☐ 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
- 1) Parents will be welcomed in the school and policies and procedures are not present that would discourage parental visits to schools or to their child's classroom, unless modified by CDC recommendations.
- 2) 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.
- 3) The process for resolving parental concerns which is included in the school handbook.
- 4) Communication with parents and to the extent practicable, in a language the parent can understand.

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?

(Find complete guidance on the [DESE Parent and Family Engagement Requirements](#) webpage.)

☐ 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.