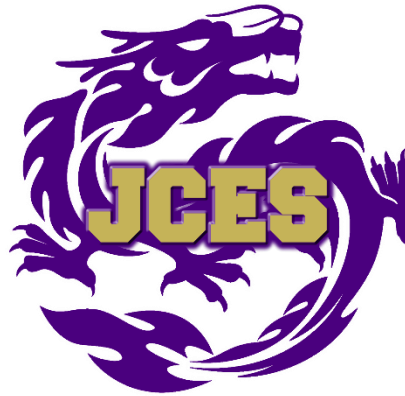


JCES Parent and Family Engagement Plan

2021-2022



Committee

Sharon Harris	<u>Facilitator</u>
Memory Hightower	Parent
Jill Wilson	Parent
Holly Hanry	Parent
Marquita Meeks	Parent
Sha-renna Hoof	Parent
Maria Walker	Parent
Tara Cole	Parent
Michaela Singleton	Parent
Vickie Hill	Principal
Janet Hux	Para-professional
Alicia Risinger	Teacher
Connie Hammett	Teacher
Vickey Frazier	Community Leader
Sharon Williams	Community Leader
Shelly Ray	21 st Century Director
London Watson	Student
Natalie Crawford	Student
Reed Cates	Student

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?

Parents and family members are involved in the development of the elementary and family engagement, school wide program, and improvement plans through participating in committee meetings and through two-way communication with parent facilitator.

- Meetings: End of year meeting held May 12, 2021 to revise and develop plan for 2021-2022. Meetings will be scheduled each nine weeks beginning with the first 2021-2022 Annual Title I Parent meeting August 12, 2021.
- Elementary School Newsletter distributed weekly.
- Junction City School Website has a calendar link that list upcoming events.
- Junction City School Website has a link that shares educational websites with students & parents. Junction City School Website has a parent link for various issues that parents may encounter with their children.
- Junction City School Website has a HAC link for parents to check their child's grades. Login information was given at the first parent/teacher conference. Parent may also find current school events on the school's Facebook account. Auptegy contacts parents when emergency situations such as inclement weather & early dismissals take place.
- Junction City Elementary Staff members have assembled Alternative Method of Instruction (AMI) under the Ready for Learning Model Plan from DESE. This plan will allow for continuous instruction should school be closed due to weather, illness, natural emergency, etc.
- Junction City School District has a Facebook Page to inform parents of upcoming events.
- Junction City Elementary Parent Center Pamphlet is sent home listing resources available for parents. Weekly Dragon Communication Folder is sent every Tuesday filled with graded assignments & test. Parents are required to sign and return the following day.
- Weekly Newsletters are sent home on Monday to inform parents of the unit of study for that week, as well as upcoming test dates & classroom activities. A daily communication folder is also sent home with daily work & school reminders.
- Parents are given an opportunity to have results of his or her child's Standardized test scores interpreted for them in group and/or individual meetings with the school counselor.
- Building principals report of state of school given each month at school board meeting.

- Top Dragons (Outstanding Character) are recognized each month at the school board meeting. Progress reports are sent home every 4 1/2 weeks regarding their child's academic progress.
- A back to school open house will be held August 12, 2021 for parents and students to meet their teacher and discuss classroom expectations and procedures. A handbook and information packet is given at this time. Parents and students new to the Junction City Elementary are invited to attend a special session prior to the open house to familiarize them with their new school.
- A school compact is given at open house for parent, student, and teacher to sign to identify the roles of each participant.
- An Awards Program is held two times a year. This is to award students for their academic achievements. The first program will be at mid-term. The second program will be at the end of the school year.

All parents and family members are invited and encouraged to participate in school parent and family engagement committee meetings, activities, and events. Additionally, the principal held school improvement meetings to plan, monitor, evaluate, and revise school improvement plans to sustain continuous school improvement. Parents, students, faculty, staff, and other stakeholders will participate in the meetings/activities.

- JCES will ensure adequate representation of parents and families within our school.
- JCES will ensure adequate representation of students to participate in the planning process.
- JCES will establish expectations and objectives for meaningful involvement which reflect the specific needs of students and families.
 - A. Increase parent and family engagement to decrease apathy of student achievement among parents and students
 - B. Create and sustain a safe environment free from drugs, alcohol, bullying and violence
 - C. Promote and improve the overall health and wellness for our students, staff, and other stakeholders
 - D. Train parents in strategies to increase student achievement. Parent Literacy Nights
- The JCES parent and family engagement plan will be available to all families and community members. The plan for the 2021-2022 school year will be due by August 1st.
- JCES will place a copy of the plan for the parent and family engagement plan online and as a supplement to the student handbook. Signatures will be obtained from each parent acknowledging receipt of the JCES parent and family engagement plan summary.
- Parents and families will be involved in the decisions regarding how funds reserved for parent and family engagement activities are allotted through participation in committee meetings, surveys, and other events. Parents and families will be involved in

the evaluation and update, at least annually, of the school's parent and family engagement plan.

- The parent and family engagement plan will be incorporated into the school wide plan.
- Comments from parents who deem the school wide plan is unsatisfactory will be submitted to the Division of Elementary and Secondary Education.

JCES will put into operation programs, activities, and procedures for the involvement of parents and families in its school with Title 1, Part A programs, consistent with Every Student Succeeds Act. Those programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children. JCES held a meeting to update the policy for the current year's Title1, Part A program, facilitated by Sharon Harris. The JCES Parent and Family Engagement committee is made up of community members, parents, administrators, teachers, and students. Sharon Harris is the facilitator. JCES will incorporate the school-wide parental and family engagement policy into its school improvement plan. In carrying out the Title 1, Part A parent and family engagement requirements, to the extent practicable, JCES will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children. In addition, JCES information and reports in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.

If the plan for Title 1, Part A is not satisfactory to parents of participating children, JCES will submit their comments along with the plan to the state department of education.

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?

Parent facilitators at Junction City Elementary worked with the superintendent to form a committee of teachers, community members, and Alumni. From this committee, various activities at the elementary and high campuses are discussed and planned. This committee was formed with the idea that a community presence at school will help bridge the gap in our low achieving students.

Junction City Elementary currently has an active PTO that encourages community and parental involvement. Meetings are announced on the school website and social media as well as in the weekly newsletters.

Junction City Elementary parent facilitator/elementary librarian works with Head Start to schedule days when their students can visit the library for a story or library tours. JCES kindergarten teachers attend an end of the year Head Start meeting to inform parents what is expected of their child as they enter kindergarten at JCES.

The JCES principal is responsible for conducting the Annual Title 1 meeting in the Fall of 2021 and the Spring of 2022. This meeting is conducted separately from regular parent engagement meetings.

Parent Facilitator - Sharon Harris

harriss@jcdragons.k12.ar.us

3. Communication:

(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?

Elementary School Newsletter distributed each week.

Junction City School Website has a calendar link that list upcoming events.

Junction City School Website has a link that shares educational websites with students & parents.

Junction City School Website has a parent link for various issues that parents may encounter with their children.

Junction City School Website has a HAC link for parents to check their child's grades. Login information was given at the first parent/teacher conference. Parent may also find current school events on the school's Facebook account. Apptegy contacts parents when emergency situations such as inclement weather & early dismissals take place.

JCES has access to the DEN, Dragon Educational Network, which informs parents and students of upcoming weekly activities.

Junction City Elementary School is participating in Ready for Learning Model, which is a blended learning model that includes continual instruction should schools be closed due to unforeseen emergencies such as inclement weather, pandemics, and so forth.

Junction City School District has a Facebook Page to inform parents of upcoming events.

Parents and family members are involved in the development of the elementary and family engagement, school wide program, and improvement plans through participating in committee meetings and through two-way communication with parent facilitator.

A back to school open house is held for parents and students to meet their teacher and discuss classroom expectations and procedures. A handbook and information packet is given at this time. Parents and students new to the Junction City Elementary are invited to attend a special session prior to the open house to familiarize them with their new school.

A school compact is given at open house for parent, student, and teacher to sign to identify the roles of each participant.

Elementary School Newsletter distributed each month.

Junction City School Website has a calendar link that list upcoming events.

Junction City School Website has a link that shares educational websites with students & parents. Junction City School Website has a parent link for various issues that parents may encounter with their children. Junction City School Website has a HAC link for parents to check their child's grades.

Login information was given at the first parent/teacher conference. Parent may also find current school events on the school's Facebook account. Apptegy contacts parents when emergency situations such as inclement weather & early dismissals take place.

Junction City Elementary School is participating in Ready for Learning Model, which is a blended learning model that includes continual instruction should schools be closed due to unforeseen emergencies such as inclement weather, pandemics, and so forth.

Junction City School District has a Facebook Page to inform parents of upcoming events.

Junction City Elementary Parent Center Pamphlet is sent home listing resources available for parents. Weekly Dragon Communication Folder is sent every Tuesday filled with graded assignments & tests. Parents are required to sign and return the following day. Weekly Newsletters are sent home on Monday to inform parents of the unit of study for that week, as well as upcoming test dates & classroom activities. A daily communication folder is also sent home with daily work & school reminders. Parents are given an opportunity to have results of his or her child's Standardized test scores interpreted for them in group and/or individual meetings with the school counselor. Building principals report of state of school given each month at school board meeting. An annual report to the public is presented in October.

Top Dragons (Outstanding Character) are recognized each month at the school board meeting. Progress reports are sent home every 4 1/2 weeks regarding their child's academic progress.

A back to school open house is held for parents and students to meet their teacher and discuss classroom expectations and procedures. A handbook and information packet is given at this time. Parents and students new to the Junction City Elementary are invited to attend a special session prior to the open house to familiarize them with their new school.

A school compact is given at open house for parent, student, and teacher to sign to identify the roles of each participant.

An Awards Program is held two times a year. This is to award students for their academic achievements. The first program will be at mid-term. The second program will be at the end of the school year.

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?

A school compact is presented & discussed at open house for parent, student, and teacher to sign. The compact contains the roles of each party & how they can contribute to the child's academic success. The listed parties have talked about and agree to adhere to the conditions of the compact.

Compact developed and revised annually as needed at the end of the year fourth quarter parent and family engagement meeting in May. All stakeholders are invited. Parent letters are sent home with students. The meeting is announced on the website and social media.

JUNCTION CITY ELEMENTARY SCHOOL-PARENT COMPACT

The Junction City Elementary, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children) agree this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact is in effect during the school year 2021/2022.

School Responsibilities:

The Junction City Elementary School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standard as follows: The Junction City Elementary staff will provide scientifically researched based curriculum in all subject areas and differentiated instruction to our students in a supportive and effective learning environment.
2. Hold two parent-teacher conferences during which the compact will be discussed as it relates to the individual child's achievement. • 1st conference September, 2021. • 2nd conference February, 2022.
3. Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows: • Weekly envelopes with student's work and behavior will be sent home on Tuesday's of each week.
 - Progress reports will be sent home at 4 ½ weeks of each nine week grading period for each core academic area.
 - Report cards will be sent home at the end of each nine week grading period. Parents can go the school website to view their child's grades.
4. Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:
 - Teachers are available to schedule conferences with parents during their daily planning time. (Parents can call the elementary office to schedule a conference

with a teacher).

- Parents can email the teacher. All teachers email accounts can be found on the school website. (www.junctioncity.k12.ar.us)
5. Provide parent opportunities to volunteer and participate in their child's class, and to observe classroom activities, as follows:
- Parent Orientation
 - Parent Nights
 - Parents are welcome to volunteer, participate and observe classroom activities at any time during school hours. Parents are required to sign in and receive a visitor's pass in the elementary office.
 - Volunteering, participating and observing should at no time interfere with the learning environment.

Parent Responsibilities:

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Volunteering in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by prompt reading all notices from the school or the school district both received by my child, mail, or email and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District Wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.

Students Responsibilities:

- Be prepared for class.
- Do my homework every day and ask for help when I need to.
- Read at least 15 minutes every day outside of school time.
- Be respectful to all.
- Give my parents or the adult who is responsible for my welfare all notices and information received by me from the school every day.
- Record Assignments and take home for parent(s) to sign.

- Be prepared for tests.
- Follow all Rules and Procedures

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?

The school ensures that parents and families are involved in the decision regarding how funds for parent and family engagement activities are allotted during the parent involvement committee meetings. JCES will ensure the funded activities and strategies are consistent with school and district policy. The district will support and monitor the respective school activities and funds. The parent facilitator of the respective school must complete and submit a requisition for funds to the school principal. Once the principal approves the requisition, it will be given to the director of special programs for final approval and fund disbursement.

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?

- JCES will coordinate and integrate programs and activities with other Federal, State, and local programs.
- JCES will conduct other activities, such as parent resource centers, that encourage and support parents.

JCES will provide the following necessary coordination to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:

- A. The Annual Report to the Public will be held in October. The superintendent and building principals will report.
- B. Parents will be given an opportunity to have results of his or her child's state mandated standardized test scores interpreted for them in-group and/or individual meetings with the school counselor.

- C. Students in K-8 will be tested in the fall and in the spring to determine his/her reading grade level. This will be given to the parent/guardian at the Fall and Spring Parent/Teacher Conferences in writing.

JCES will coordinate and integrate parent and family engagement strategies in Part A with parental engagement strategies under the following other programs:

ABC Preschool and Head Start by: The elementary principal will hold yearly collaboration meeting with each preschool to aid in the transition from preschool to kindergarten. The parent facilitators of both school's will coordinate a 6th grade transition day to introduce 6th graders to 7th grade. Orientations for K-12 are prior to the first student day of school each year in August.

The Parent and Family Engagement Facilitator for the elementary is Sharon Harris and the high school Parent and Family Engagement Facilitator is Deneen Miller.

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?

Regular parent meetings are held where parents are given a report on the state of the school and an overview of the school's academic curriculum. The annual report to the public will be held October, 2021. Invitations to these meetings are on the JC school website and in the local newspaper.

A Back-to-School Backpack Bash will be held in August 2021. This will supply students with backpacks and school supplies. Area cosmetologists will volunteer and provide hair cuts for our students.

Open House will be held in August, 2021. Parents and students will meet the teachers, see their classroom, and obtain schedules for the upcoming school year.

A "Bingo For Books" Literacy night will be held. Parents and their children will play bingo. Prizes for a winning card will be a book. A table of books by age levels will be set up for parents and students to choose from.

A community-wide Black History Program will be held in February showcasing our student's learning of Black history. The program will also include motivational speakers.

JCES will have two parent/teacher conferences per school year. The first conference is September, 2021. The second conference will be held February, 2022. A volunteer survey, with numerous ways for parents to volunteer, is sent home for parents to fill out and return. Opportunities are listed for parents to volunteer in the classroom, in the general school population, and in fundraising. This survey encourages the participation in the following areas:

Classroom:

- -room parent
- -classroom preparation: cutting, stapling, assembling, etc.
- sharing a special talent or occupation School
- typing, collating, sorting for PTO and/or school office
- assist in the computer lab
- assist with making copies for teachers and office staff
- videotaping a special event
- assist with dragons folders on Tuesdays
- assist with morning and afternoon traffic for car riders
- assist students with reading
- assist students with math facts practice
- assist with fundraisers such as book fair, Yankee Candle, etc.

Other:

- assist with homecoming activities
- Kindergarten & 6th grade graduation
- music program
- sixth grade prom
- Science fair
- Kindergarten/1st grade AR test assistant
- serve on SIP Committees: Health & Wellness, math, parent and family engagement, literacy
- serve on Handbook Committee
- Accelerated Reader Test Help (lower grades)
- book fair helpers, field day volunteers,
- Kindergarten and 6th grade graduations
- box top help

A Volunteer/Parent Training Session will be conducted during the "Bingo For Books" Literacy event.

The Junction City website has a link for parents to gain access to developmentally appropriate, learning activities at home, nutritional assistance, and other parenting issues that parents may encounter. Materials (pamphlets/flyers) will also be available in the school parent center located in the library. Parents can make use of DESE website and tools for parents

[<http://www.arkansased.gov>]. Parents can go to <https://www.choosemyplate.gov/> for assistance with nutritional meal planning and preparation. JCHS also has a quick link for these parent tools.

8. 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?

JCES will have two parent/teacher conferences per school year. The first conference is September, 2021. The second conference will be held February, 2022.

A Volunteer/Parent Training Session will be conducted during the "Bingo For Books" Literacy event.

Regular parent meetings are held where parents are given a report on the state of the school and an overview of the school's academic curriculum. The annual report to the public will be held October, 2021. Invitations to these meetings are on the JC school website and in the local newspaper.

A "Bingo For Books" Literacy night will be held. Parents and their children will play bingo. Prizes for a winning card will be a book. A table of books by age levels will be set up for parents and students to choose from.

Parent Facilitators at Junction City Elementary and Junction City High School worked with the JC superintendent to form a committee of teachers, community members, and Junction City Alumni. From this committee, various activities at the elementary and high school campuses are discussed and planned. This committee was formed with the idea that a community presence at school will help to bridge the gap in our low achieving students.

Junction City Elementary Faculty will complete 2 hours of professional development by participating in the Literacy night titled the "Bingo For Books" Literacy event.

The Junction City website has a link for parents to gain access to developmentally appropriate learning activities at home, nutritional helps, and other parenting issues that parents may encounter. Materials (pamphlets/flyers) will also be available in the school parent center located in the elementary library.

The Junction City School District was awarded the 21st Century Grant. The program teaches students to utilize technology, build and strengthen relationships, and engage in innovative educational and enrichment activities that will promote the positive development of the whole child. The after school program will begin at 3:15. Students will receive a healthy snack.

Then, students will be escorted by certified/classified staff to a grade specific classroom. Staff will assist students with completing daily homework and/or studying for tests. Next, learning

during the academic lab hour will be from 3:30-4:30 and will be based on the needs of the students as determined through collaboration between the regular classroom teachers and the after school staff. In addition, the last hour of the afterschool program will include enrichment and recreational activities. This program will begin at 4:30 and end at 5:30. Enrichment activities will be led by staff, volunteers, community partners and other stakeholders with expertise in the related field. Students will choose from a list of activities to participate in each cycle. Students will participate in hands on, inquiry based, project based learning, service learning, multi-sensory activities, and technology enhanced learning.

A career fair for students in grades 6-12 will be held during the spring semester of 2022. Industries, colleges, and local businesses will participate to enlighten students and parents of future employment opportunities. They will also give insight as to what employability skills and schooling are necessary in order to be successful in the workplace.

9. 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?

Parents may check out materials, use the computer to check grades, and visit educational websites in the parent center.

Junction City Elementary sends home informational packets at the beginning of each year that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year. At the back to school open house teachers explain the "Dragon Communication" folder that contains graded work/test. The teacher's weekly school newsletter will contain information on how to contact their child's teacher.

Classroom Newsletters for the upcoming week are posted each Monday on the Junction City Website.

The JC Elementary parent center sends home a parent center pamphlet that list the available resources in the parent center. The pamphlets are also available in the Junction City Central Office for parents to pick up as they enroll their child.

Nine week parent and family engagement meetings are held at various times.