

AR
 Texarkana Arkansas School District
 3435 Jefferson Ave
 Texarkana AR 71854
 870-772-3371

District Engagement Plan

Please read over the updated form closely. Note the new Assurances section allows you to confirm practices that are *required* but do not need further elaboration. In the response fields, please include links to additional information that can help support your story as you answer the guiding questions. At the bottom of this form, you will find guidance on the required documentation upload for Federal Monitoring for 2022-23.

1: Jointly Developed Expectations and Objectives

Describe how the LEA works with parents and families to develop and review relevant plans, policies, and strategies related to engagement, including establishing expectations and objectives.

Guiding Questions

- **1.1:** How does the LEA involve parents in the development and review of the District Engagement Plan, the School Improvement/TITLE I Schoolwide/TITLE I Targeted Assistance Plan and, if applicable, the Comprehensive Support and Improvement and the Targeted Support and Improvement plans?
[ESSA § 1116(a)(2); A.C.A. § 6-15-1702(a)]
- **1.2:** What efforts have been made to ensure adequate representation of parents and families of participating children in the process (TITLE I families)?
[ESSA § 1116(a)(1)]
- **1.3:** How has the Engagement Coordinator and/or Committee worked with the School Improvement/District Support Committees in order to incorporate the Engagement Plan into the Schoolwide Plan?
[ESSA § 1116(a)(2)]
- **1.4:** What expectations and measurable objectives has the LEA established for meaningful family and community engagement?
[ESSA § 1116(a)(2)]

- The Texarkana Arkansas School District established a district-level parental engagement committee to create a parent and family engagement policy and implement activities as well as disseminate information to the community to promote parental engagement in the Title I, Part A schools;

- o Rewards those parents who find unique ways to serve in our schools, we choose a Volunteer of the month and recognize each of the Volunteer of the Month recipients at a culminating celebration at the end of the school year, typically in April. Although COVID-19 cases are on the rise, the cases appear to be less severe. It is our hope to hold a face-to-face celebration this 2022-2023 school year.

- o We also honor one parent volunteer on each campus, one community business or organization from each campus, a district-level business VIPS and a district-level parent VIPS each year for the Jack Hardy Volunteer of the Year

- Genia Bullock and Lea McDonald conduct annual meetings with Title I, Part A Policy committee to update policy for the next year's Title I, Part A program in August 2022. The 2022-2023 Title I meeting will return to face-to-face meetings as we continue to move towards the end of the pandemic. Dr. Bullock and Mrs. McDonald may be contacted at 8707723371 ext. 1003 & 1007, respectively.

o We meet with the District Parent and Family Involvement Committee and Parent Campus Coordinator to discuss upcoming plans for the new year and Family Engagement updates from the state of Arkansas.

• Genia Bullock will coordinate and integrate parental engagement activities with parent engagement strategies under other programs, such as: RISE (Reading Inspires Students to Excel), Head Start, Reading First, Early Reading First, Even Start, Parents as Teachers, Home Instruction, Preschool Youngsters, Family Protective Services foster care programs, and in and state-run preschools. Dr. Bullock may be contacted at 8707723371 ext. 1003.

• Identify parental engagement contact person at each of the Title I, Part A schools. The following individuals represent their campus:

o Billy Berry, ABC PreK, Christaine Irvin, Arkansas High School; Gail Young, Arkansas Middle School; Lorinda Clark, Harmony Leadership Academy; Katlyn Niemeyer, Trice Elementary; Chrystal Russell, Kilpatrick Elementary; Julie Williams, North Heights Community School, and Amanda Razaq, Fairview Elementary.

• Involve parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parental engagement is spent, and ensure that not less than 95 percent reserved goes directly to the schools. Parents give their input during the Districtwide planning meeting.

• Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand. The District website includes a feature that allows the content on the website to be translated into other languages. Terri Martinez conducts meetings with ELL parents to provide additional assistance and information to ensure parents are updated on district information and have access to personnel. Genia Bullock and Terri Martinez are responsible for providing information to parents in a language they can understand. Dr. Bullock may be contacted at 8707723371 ext. 1003. Mrs. Martinez can be reached at 8707731091.

• If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.

• Engage parents in the development of the Title I plan and the process of school review and improvement.

• Dena Youngblood will upload the parent and family engagement plan summary to the District website. Paper copies of the District plan will be placed in the campus Parent Centers by Dr. Bullock. Parents and/or community members will be given a copy upon request.

• A copy of the parent and family engagement plan will be filed with the Department of Education by August 1.

• A copy of the parent and family engagement plan will be uploaded to the district's website by August 1.

• Copies of the parent and family engagement plan will be available at each school for parents to review as well as copies of individual campus parent and family engagement plans.

o Copies will also be available under the Parent Link on the district website.

• Genia Bullock will facilitate semester meetings, coordinate parent and family activities with other programs, and establish a contact person at each Title I school. Dr. Bullock may be contacted at 8707723371 ext. 1003. Parent meetings will be structured to meet mandates given by the Arkansas Department of Health.

• The District-level Volunteers In Public Schools (VIPS) committee group meets regularly to review, discuss and suggest ways to improve across the district.

• An Annual Review Meeting will be held January 2023. In an effort to hold the previous year meeting face-to-face it was held late in the second semester. Therefore the 2022-23 Annual meeting will be held during the first month of the second semester. A sign-in sheet will be created and filed indicating parent/guardian receipt of parent and family engagement plan as well as the parent/student handbook.

• The superintendent will conduct RazorSharp Communicator meetings to provide information and receive feedback from parents and the community. The meetings will take place each month on one of the campuses.

- Parent meetings, parent surveys, and community forums will provide the opportunity for public opinion and suggestions for school review and improvement. The topics will include but are not limited to: improving test scores, aligning curriculum, preparing for state assessments, allocation of school resources, and engaging families and leveraging community partnerships, school safety.
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2: Building Staff Capacity

Describe how the district will support all its Title I schools in planning and implementing effective engagement practices.

Guiding Questions

- **2.1:** How will the district provide support and technical assistance to all of its Title I schools in planning and implementing effective parent and family engagement practices? This includes
 - jointly-developing school engagement plans
 - implementing effective parent and family involvement activities
 - jointly-developing school-parent compacts[ESSA § 1116(a)(2)(B)]
- **2.2:** How does the LEA build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL school staff are aware of:
 - the value and utility of contributions of parents
 - how to reach out to, communicate with, and work with parents as equal partners
 - how to implement and coordinate parent programs
 - how to build ties between parents and the school[ESSA § 1116(e)(3)]
- **2.3:** How will the district ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?
 - How are you ensuring that relevant information is provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?)
[ESSA § 1116(e)(5)]

- Genia Bullock will conduct ongoing site visits to observe parent and family engagement practices and provide assistance in the coordination of engagement opportunities as well as support events. Campuses will be encouraged to seek ways to engage families on campus as well as in the home. Dr. Bullock may be contacted at 8707723371 ext. 1003.
- At the end of the final semester, campus facilitators will meet with Dr. Bullock to discuss parent and family engagement plan to assess and revise campus plans. Additionally, materials and training will be available to assist parents in supporting their child's academic achievement.
 - Each campus has a parent center with materials available to parents. They also have access to online training on the district website.
 - All VIPS (Volunteer In Public School) members will be invited to a kick-off meeting to brainstorm and discuss volunteer opportunities and process and procedures while volunteering in the Texarkana Arkansas School District. The group will discuss unique engagement activities that families can do at home. Each VIPS member receives a How-to-Guide and VIPS Handbook. Additionally, the school district provides training annually for volunteers who assists in an instructional program for parents.
- Professional Development opportunities will be provided to enhance the awareness and skills of teachers, pupil services personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal

partners. Each month during principal/administrator's meeting, parent and family engagement opportunities are discussed and reviewed to ensure assistance and parental involvement activities reach all parents.

- District staff participates in 2 hours of profession development during the summer. This training involves parental and family engagement best practices and resources and materials for engagement. Shoebox is used to record staff professional development hours are met.
- District administrators meet during the summer to assess practices and procedures. The strategies include reaching out to students and their families. The district's Wi-Fi bus is a tool that will be used to provide internet access to students in apartment complexes and/or communities where internet access is limited. Additionally, our school buses are equipped with Wi-Fi to allow students to access the internet for homework on their way to and from school.
- We provide orientation to parents, a variety of activities for parents, and parent and family engagement professional development for teachers and administrators.
- Ensure, to the extent possible, that information is sent home in a language and form parents can understand. Information will be disseminated to parents in their home language, if necessary.
- Provide information on adult literacy training available in the community. Parents are referred to the Adult Education Center.
- Provide a copy of the school policy at each school for parents to review as well as provide a copy to each parent.
 - o Copies will also be available under the Parent link and on the district website.
- Monitor each Title I, Part A school to ensure that each school performs the following tasks:
 - o Develop a parent and family engagement policy and ensure it is included in the district's policy and procedure manual
 - o Offer flexible meeting times
 - o Provide information to parents about the school's program, including parent information print materials
 - o Develop and use a School/Parent Compact and place in the district's Student/Parent Handbook
- Dr. Bullock will give each Campus Coordinator a deadline to create and/or update their parental involvement plan. Dr. Bullock will check the campus' website and follow up with the coordinator, if necessary.
- Copies of the parental involvement plan will be placed on the website, at the District Administration office, and in each campus' Parent Center. Individual copies will be given, upon request. A message will be placed on the district website for the community.

3: Building Parent Capacity

Describe how the LEA supports parents in helping with their student's academic success.

Guiding Questions

- **3.1:** How does the LEA provide assistance to parents in understanding the following?
 - o the challenging State academic standards
 - o State and local academic assessments
 - o the requirements of Title I, Part A
 - o how to monitor a child's progress and work with educators to improve the achievement of their children
- [ESSA § 1116(e)(1)]
- **3.2:** What types of materials and training does the LEA provide to help parents work with their children

to improve achievement? This may include:

- *literacy training*
- *technology training, including education about copyright piracy and safe practices*
- *resources that describe or assist with the child's curriculum*
- *other activities such as workshops, conferences, online resources like tutorials or webinars, and any equipment or other materials, including parent resource centers*

[ESSA § 1116(e)(2); ESSA § 1116(e)(4)]

- **3.3:** *In what ways does the LEA conduct outreach to ALL Title I, Part A parents and family members (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background)?*
[ESSA § 1116(a)(1)]

- Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement.
- The district website contains multiple how-to videos and links for parents to support their child's academic success.
- Parents have access to grades online, attendance, and the phone notification system to be keep up with and be informed about academic achievement of their child. The Grades Online system can alert parents when their child's grade drops below a certain percentage (selected by the parent – i.e. 60%, 70%, 80%, etc).
- Involve parents on committees as participants in decision-making capacities. Parents were included in the district's School Improvement Plan. Parent feedback was instrumental in the design of the plan.
- Reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use.
- Encourage parents to seek ways to engage with their children while at home, e.g. learning units of measurement while cooking together. Assist staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts that can be done off-campus due to the pandemic.
- Encourage parent participation through innovative scheduling of virtual activities or activities that may be done in smaller groups. Such as holding virtual or small group meetings at a variety of times - mornings and evenings, in order to maximize the opportunities for parents to participate in school-related activities.
- Coordinate and integrate parental engagement strategies and staff training with the Readiness Coalition Committee.
- Convene annual school meetings to inform parents of their school's participation in the development of the parental engagement policy and their right to be involved.
 - The Superintendent conducts an annual public meeting and gives her district report to the public.
- Provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A.
 - Parents are informed at each campus and they receive a Parents' Right to Know Letter – the Right to Know Letter was recently added to the Student/Parent Handbook.
- Assist in the development of parent engagement groups at each school; such as VIPS (Volunteer In Public Schools), and Coffee with the Principals. Campus Coordinators are responsible for coordinating each group. They are Billy Berry, ABC PreK, Christaine Irvin, Arkansas High School; Gail Young, Arkansas Middle School; Lorinda Clark, Harmony Leadership Academy; Katlyn Niemeyer, Trice Elementary; Chrystal Russell, Kilpatrick Elementary; Amanda Razaq, Fairview Elementary; and Julie Williams, North Heights Community School.
- Encourage the formation of partnerships between schools and local businesses that include a role for parents. The District has established Partners to Achieve Student Success (PASS) with local businesses.
- Provide resources for parents to learn about child development, childrearing practices, and academic strategies that are designed to help parents become full partners in the education of their

child.

- o Information is available at each campus parent center such as: audio materials, books, pamphlets, and internet access. Parents also have full access to the parent resources on the website. district
- Involve parents in al survey to improve school effectiveness. The surveys will be conducted during first and second semester. Parents will participate in annual online or paper surveys that are collected and conducted by each campus. Parent voice via surveys is vital during the planning process. Questions included access to technology/internet, food insecurities, social/emotional behavior, etc. Parent responses guide the district's planning for federal funds (ESSER, Titles I, II, IV, etc.). The district will continue to seek feedback by utilizing surveys.
- Approve reasonable and necessary expenses associated with parental engagement activities.
 - o More than 1% of the Title I budget is set aside to promote parental engagement in our schools and district.
- Provide any reasonable support for parental engagement at the request of participating Title I, Part A parents. Materials and supplies are provided for students when supplemental educational resources are necessary. The District will ensure that participating parents are informed of national, state, and local educational goals and their rights as defined under Title I, Part A on the District website and by formal letter.
- The Texarkana Arkansas Education Foundation and the Arkansas Women for Education (AWE) are organizations dedicated to being a strong advocate for the Texarkana Arkansas School District (TASD) by initiating and supporting activities to make TASD the premier educational institution in the Texarkana Region.

4: Coordination

Describe how the LEA will coordinate with other organizations, businesses, and community partners to provide additional supports, services, and resources to families that encourage and support parents in more fully participating in the education of their children.

Guiding Questions

- **4.1:** How does the district coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:
 - o public preschool programs such as Head Start
 - o organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers
 - o wraparound services that allow families to send their children to school ready and able to focus on learning
- [ESSA § 1116(e)(4)]

- We meet with parents to create, review, and revise the District ACSIP plan.

- o Parents and community members are recruited from each campus, civic organizations, local businesses, and nonprofits to serve on district Title I/ACSIP Committees. These individuals give us feedback to improve our District through discussion, surveys, and evaluations.

- o Dr. Bullock and other administrators serve on various boards and committees within the community to network with outside organizations like Texarkana Arkansas Police Department Academy, Harvest Texarkana, Randy Sam's Homeless Shelter, Harvest Food Bank, Texarkana Recreation Center, We Are Washington Youth Center, etc. Being a district representative in the community is an important conduit between school and community.

- o Lea McDonald is responsible for recruiting parents to serve on the District ACSIP committee to develop the Title I application. Mrs. McDonald can be reached at 8707723371 ext. 1007.

- o To encourage community partnerships and support, the district uses the website and social media to "spotlight" our partners each month.
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5: Evaluation and Reservation

Describe how the LEA evaluates the content and effectiveness of its Engagement Program in improving the academic quality of all schools. Describe how the LEA reserves and uses Title I funds for parent and family engagement programs and activities.

Guiding Questions

- **5.1:** How does the LEA review and approve the Engagement Plan for each school?
 - o Describe the process used to ensure each school plan is in full compliance with applicable codes.
[ADE Rules Governing Parental Involvement Section 4.03]
 - **5.2:** What process does the LEA utilize to conduct an evaluation of the content and effectiveness of the Engagement Program?
 - o Who is responsible?
 - o When will it be conducted?
 - o How will parent input be solicited?
 - o How will it be disseminated?
 - o Ensure the evaluation of the Engagement Program in Title I schools includes:
 - barriers to greater participation by parents (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background)
 - the needs of parents and family members to assist with their children's learning, including engaging with school personnel and teachers
 - strategies to support successful school and family interactions
[ESSA § 1116(a)(3)(D)(i-iii); A.C.A. § 6-15-1702(b)(9)]
 - **5.3:** How does the LEA use the findings from the evaluation to develop strategies for more effective engagement and to revise, if necessary, parent and family engagement policies in order to improve the academic quality of all schools?
 - o How will the findings of the evaluation be shared with families and the community?
[ESSA § 1116(a)(2)(E)]
 - **5.4:** If The LEA is required to set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than \$500,000),
 - o How is the LEA spending those funds?
 - o How is the LEA determining the priority of how funds are spent?
 - o Who is involved in determining that?
[ESSA § 1116(a)(3)(A)]
 - **5.5:** How does the LEA/school provide opportunities for parents and family members to be involved in providing input into how the funds are used? How will the district share the budget for engagement activities and programs with parents and family members?
[ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)]
- An Annual Title 1 meeting is held and facilitated by Lea McDonald to discuss funds that are reserved for parent and family engagement activities.
 - Lea McDonald, Director of Federal Funding, regularly reviews the expenditures and works closely with Dr. Bullock and the district's business office to ensure funds are allocated properly and in a timely manner.
 - The district surveys parents each semester, which includes questions to identify barriers to parental engagement. This survey is conducted using Google Forms and is conducted by Genia Bullock. Dr. Bullock may be contacted at 8707723371 ext. 1003.
 - The Annual Title I meetings provide an opportunity for the parents to assist in the development of the evaluation

procedures, including analysis of data collected. This is overseen by Dr. Bullock. Dr. Bullock may be contacted at 8707723371 ext. 1003.

- The district uses findings from evaluation process to:

- o Make recommendations to each participating school for parental engagement policy revision.

- o Provide suggestions for designing school improvement policies, as they relate to parental engagement. This will be overseen by Ms. Gwen Adams. Ms. Adams may be contacted at 8707723371 ext. 1010.

- Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Dr. Bullock will be responsible for this task. Dr. Bullock may be contacted at 8707723371 ext. 1003.

Assurances

Please read the following statements closely. By checking these boxes, the LEA understands the legal requirements and will meet them accordingly.

A.1: LEA understands that by August 1st annually, it must review and update accordingly the District Engagement Plan.

[A.C.A. § 6-15-1704(a)(1-2)]

A.2: LEA understands that the District Engagement Plan should be sent to the State for review in Indistar no later than August 1st. If the plan is returned for revisions, those revisions should be made and the plan sent for an additional review within two weeks.

[A.C.A. § 6-15-1704(a)]

A.3: LEA understands that the District Engagement Plan must be made available to families and the local community on the district website under State Required Information no later than August 1st; if revisions are necessary, the final accepted copy should take its place once available.

[A.C.A. § 6-15-1704(a)]

A.4: LEA understands that a parent-friendly summary/explanation of the Engagement Plan should be included in the current student handbook.

[A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02]

A.5: LEA understands its obligation for ensuring professional development requirements related to parent and family engagement are met and that records are maintained accordingly. (2 hours every 4 years with 2022 being a required year)

[A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709; Standards for Accreditation of Arkansas Public Schools and School Districts July 2020 Standard 4-G.1 Professional Development (D/C)]

A.6: LEA understands its obligation to train all volunteers at least annually and be able to provide proof of that training, if requested.

[A.C.A. § 6-15-1703(b)]

A.7: LEA understands its obligation to obtain signatures for each parent acknowledging receipt of the District's Engagement Plan summary/explanation.

[A.C.A. § 6-15-1704(a)(3)(B)]

A.8: LEA understands its obligation to reserve at least 1 percent of its Title I, Part A allocation for engagement purposes should such total allocation amount to \$500,000 or more. Nothing limits LEAs from reserving more than 1 percent of its allocation for engagement purposes.

[ESSA § 1116(a)(3)(A)]

A.9: LEA understands that all Title I, Part A funded engagement activities and strategies should remain consistent with all information set forth in this parent and family engagement plan.

[ESSA § 1116(a)(3)(D)]

- A.10:** LEA understands its obligation to submit to the State any comments from parents who deem the schoolwide plan unsatisfactory. These comments can be sent to ade.engagementmatters@ade.arkansas.gov

[ESSA § 1116(b)(4)]

- A.11:** LEA understands its obligation to provide other reasonable support for engagement activities to ensure the effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement.

[ESSA § 1116(e)(14)]

References

State

- Ark. Code Ann. § 6-15-1701 et seq.
- Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement

Federal

- Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 114 P.L. 95, 20 U.S.C. §§ 6312, 6318, 6320

District/LEA Name:	Texarkana Arkansas School District
District Engagement Coordinator's Name:	Dr. Genia Bullock
Plan Revision/Submission Date:	August 1, 2022
District Level Reviewer Name, Title:	Dr. Becky Kesler, Superintendent

Committee Members, Role

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

First Name	Last Name	Role (Teacher, Staff, Parent, Student, or Community Member)
Dr. Becky	Kesler	Superintendent
Dr. Robin	Hickerson	Asst. Superintendent
Gwen	Adams	Asst. Superintendent
Dr. Genia	Bullock	Director of Public Relations
Lea	Metcalf-McDonald	Director of Federal Programs
Kendrick	Smith	Arkansas Middle School Principal

Committee Members, Role

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

First Name	Last Name	Role (Teacher, Staff, Parent, Student, or Community Member)
Chrystal	Russell	Kilpatrick Elementary Principal
Tracey	Boyles	Trice Elementary Principal
Samantha	Coleman	North Heights Community School Principal

Bryan	McDonald	Fairview Elementary Principal
Brian	Mitchell	Harmony Leadership Academy Principal
Amanda	Razaq	Fairview Parent Facilitator

Committee Members, Role

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

First Name	Last Name	Role (Teacher, Staff, Parent, Student, or Community Member)
Christaine	Irvin	Arkansas High School Parent Facilitator
Billy	Berry	ABC Parent Facilitator
Katlyn	Niemeyer	Trice Parent Facilitator
Lorinda	Clark	Harmony Parent Facilitator
Julie	Williams	North Heights Parent Facilitator
Gail	Young	Arkansas Middle School Parent Facilitator

Committee Members, Role

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

First Name	Last Name	Role (Teacher, Staff, Parent, Student, or Community Member)
Teresa	Heflin	Kilpatrick Dean of Students
Alice	McKinnon	Parent
Joseph	Park	Parent
Jenny	McDonald	Parent
Kassie	DeRoder	Parent
Kayla	Davis	Parent

Committee Members, Role

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

First Name	Last Name	Role (Teacher, Staff, Parent, Student, or Community Member)
Sherry	Potts	Parent
Kasey	Nine	Parent
Susan	Pride	Grandparent
Melissa	Massey	Parent
Courtney	Blair	Parent
Cordia	Metcalf	Grandparent

(Find additional guidance on the [DESE Parent and Family Engagement Requirements](#) webpage. For any questions about completing this form or meeting legal compliance, please contact the DESE Engagement Unit at ade.engagementmatters@ade.arkansas.gov or 501-371-8051.)

Required Uploads for 2022-23

Monitoring is the regular and systematic examination of a state's administration and implementation of a federal education grant, contract, or cooperative agreement. The monitoring process is designed to assess the

degree to which program requirements are being fulfilled. Note: the following boxes are just a portion of the full Federal Monitoring tool. The full list of evidences you should maintain can be found here: <https://dese.ade.arkansas.gov/Offices/public-school-accountability/federal-programs>

<p>The Engagement Plan was <u>developed jointly with parents</u>, agreed upon, and disseminated to parents. ESSA §1116(a)(2) (A) and (b)(1)</p>	<p>Evidence that the LEA involves parents in the development of the Engagement Plan (Provide each of the following two items.)</p> <ul style="list-style-type: none">- One example of a Committee meeting sign-in sheet that clearly identify parents in attendance and minutes from that committee meeting- One example of other communications such as emails or open-response surveys regarding topics related to the Engagement Plan that verify parent input <p>[Upload this evidence into Indistar in the <u>2022-2023 Engagement</u> folder by October 1, 2022.]</p> <p>(The following information should already be found on the District website.) Evidence of how the Engagement Plan is disseminated to families and the community</p> <ul style="list-style-type: none">- Required: posted to district website by August 1st- Required: parent-friendly summary as supplement in student handbooks
<p>LEA ensures the Title I school Engagement Plan has been implemented and that each Title I school has carried out requirements to <u>build parent capacity</u>. ESSA §1116 (e) (1-5,14)</p>	<p>Evidence that each Title I school provides assistance to parents in understanding challenging state academic standards, assessments, and how to monitor students' progress (Provide each of the following two items.)</p> <ul style="list-style-type: none">- Title I meeting agenda/minutes/slide deck- One example of parent/teacher conference documentation showing how teachers work with families on these topics <p>Evidence that each Title I school provides materials and training to help parents work with their children to improve student achievement. (Provide at least two examples.)</p> <ul style="list-style-type: none">- Photos of parent resource centers or links to digital resource centers- Resources posted to the website, LMS, social media, etc.- Recordings or agendas from workshops to address literacy or math strategies- Tutorials/videos posted on website and/or social media- Materials sent home to assist parents with curriculum, assessments, or other concepts that assist with student achievement <p>[Upload above documentation for one Title I school into Indistar in the <u>2022-2023 Engagement</u> folder by October 1, 2022. LEA should maintain documentation for EACH Title I school at the local level to be available to be uploaded into Indistar at the request of the SEA.]</p>
<p>LEA should <u>use the annual evaluation findings</u> to help improve the Engagement</p>	<p>Evidence the LEA has used the findings from the annual evaluation to design evidence-based strategies for more effective parental engagement and to revise, if necessary, the Engagement policies (Provide at least one example.)</p> <ul style="list-style-type: none">- Survey results with meeting minutes- Focus group notes/minutes/reports

efforts. ESSA §1116 (a)(2)(E)	<ul style="list-style-type: none"> - Written reports indicating how the LEA will respond to the data <p style="color: red; font-weight: bold;">[Upload this evidence into Indistar in the <u>2022-2023 Engagement</u> folder by October 1, 2022.]</p>
The LEA's Engagement Plan includes strategies for the inclusion of parents of private school children . ESSA §§1116,1117(a)(1)(B)	LEA must complete the required Affirmations of Consultation with Private Schools form and should have been uploaded to the <u>2022-2023 Title I</u> folder in Indistar by May 1, 2022.
<p>At the beginning of each school year, the LEA notifies the parents of each student about the right to request information regarding the professional qualifications of the student's classroom teachers and paraprofessionals. ESSA §1112(e)(1)(A-B)</p>	<p>LEA must upload a completed Copy of the Annual Parent Notice: Right to Request Teacher Qualifications into Indistar to the <u>2022-2023 Engagement</u> folder by October 1, 2022 verifying that parents were informed and received timely notification if their student has been assigned to or taught four or more consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.</p> <p>*Search <u>TransAct ParentNotices</u> for document "TPQ-01" for editable template in 10 languages, if needed.</p>

DESE Reviewer Responses

Section 1 - Jointly Developed Expectations and Outcomes

Comments:

Section 2 - Building Staff Capacity through Training and Technical Assistance

Comments:

Section 3 - Building Parent Capacity

Comments:

Section 4 - Coordination

Comments:

Section 5 - Reservation and Evaluation

Comments: