

Parent and Family Engagement Plan

Atkins High School

2023-2024

The people who participated in creating Atkins Middle School's Parent and Family Engagement Plan:

Key: **S**(Staff Member); **P** (Parent); **C** (Community Member), **A** (Alumni)

First Name	Last Name Position
Monica	Crawford Parent, Alumni, Community member
Allison	Terry Parent, Alumni, Community member
Rhonda	Orsburn Staff
Tyger	Sims Staff, Parent, Alumni, District Coordinator
Chris	Taylor Parent, Alumni, Staff, Principal
Zak	Holt Staff/Coordinator

1: Jointly Developed Expectations and Objectives

Atkins High School will do the following:

- Include a group of stakeholders that are representative of our school population and all families including Title I families in biannual meetings to be held in the Fall and Spring Semester of each year to aid in the development, modification, and assessment of progress of our Family and Community Engagement plan at the high school level.
- Utilize several means of communication to allow for parental involvement in a variety of ways to allow all families the opportunity to participate.
- Apply knowledge gathered from the committee to better shape family and community involvement and make edits and changes as needed.
- Continue Parent Survey that will determine the parents that are able to volunteer for activities during the school year and in what capacity. The completed surveys will be saved as a digital file that will be shared with teachers to utilize.

2. Communications

Communication will be provided in various ways to assure all stakeholders are informed. The AHS Parent and Family Engagement Plan will be posted on the school website under the state required information link.

Parent/family Contact: Teachers will keep the family informed of their child's performance on a continuing basis. At the beginning of the year, teachers will inform all parents of possible ways that they can communicate with the school usually indicated in individual newsletters or syllabi.

- **Progress reports and report cards** are sent home regularly throughout the year to inform parents of their child's academic performance.
- **Parent Conferences** are held in October and February to discuss your child's strengths, weaknesses, and areas where you can help your child reach their full potential.
- **Telephone calls** are generally used on an as needed basis and will be used to communicate behavior, concerns, or praises.
- **Emails** are also used on an as needed basis.
- **E-School**
- **Letter mail outs**
- **Remind App** - sends texts to students and parents with messages
- ***The school messenger system has been and will continue to be a vital tool for middle school to communicate with families. The system notifies families about important announcements such as early dismissal, parent workshops, school cancellations, school-sponsored events and meetings.***
- **AHS Facebook**
- **School Website:** Atkins High School website offers many resources for parents. A school calendar, menu, and parent resource link is available.
- **Volunteers/Parent Survey:** The purpose of the survey is to help plan and implement family engagement activities throughout the year and to inform staff of parent needs. AHS encourages and welcomes parent/family volunteers. If parents are interested they will complete a Volunteer Form and return it to the school.
- **Google Classroom** - Allows teachers to share student assignments, learning, and announcements
- **Back to School Packet** - AHS will send out a back to school informational packet that includes contact information, medical information, student electronic device and internet availability, homeless questionnaire, and home language survey.

3. Building Capacity of School Staff

Parental involvement is vital to every child's education. AHS teachers will receive 2 hours of parental involvement training every four years in accordance with DESE. AHS staff recognize the importance of working and communicating with parents. Teachers are encouraged to be active partners with parents by communicating through emails, phone calls, sending positive postcards through mail, eSchool, Remind, and conferences. Events, such as Football 101 and Open House, provide the perfect opportunities to meet parents and let them know how much we value their involvement.

Atkins High School has scheduled two parent/teacher conferences. Teachers communicate with parents of students that have a failing grade. Teachers will also contact parents on an as needed basis for other issues, concerns, or for praise.

The school's process for resolving parent concerns is included in the school handbook. Our school counselor will also be available as a resource to teachers during the year and at parent teacher conferences.

A monthly calendar of activities is posted to the Atkins High School Website and maintained for students and parents to access events for them to participate. A monthly calendar of activities is posted to the Atkins High School Website and maintained for students and parents to access events for them to participate.

4. Building Capacity of Parents

In order to build the capacity of parents, AHS will schedule regular parent involvement opportunities. We will provide parents information regarding programs of study, curriculum and policies and procedures.

We

will provide services and support to parents to help their children at home and at school as well as maintain updated online resources on our website.

Open House held at the beginning of the year will inform parents of resources available, how best to communicate with their child's teacher, and how to access HAC.

We will be hosting an Ice Cream Social to inform families about financial aid for students interested in education beyond high school.

The Parent Center offers strategies for parents to use to improve student academic improvement, self-esteem, and mental/physical health through videos, pamphlets, books, tutoring materials, and apps on Ipads. The high school counselor and advisory teachers provide resources to use with all students and/or parents with a focus on Character Education, Behavior Management, Conflict Resolution, Personal/Social issues, course selection, career planning, and preparation for post-secondary opportunities

A monthly calendar of activities is posted to the Atkins High School Website and maintained for students and parents to access events for them to participate.

Parents are encouraged to use the ADE website and tools for parents. <https://dese.ade.arkansas.gov/Stakeholders/parents-and-families>

5. Coordination of Services

The Atkins community is vital to the success of our school. Band booster committees help in school activities. A school resource officer is on campus to act as a liaison for our students and parents for resources in the community to best assist and serve them.

AHS library media specialist and Atkins Public Library will work together to strengthen the school's library and literacy.

The High School will help transition 8th grade students to the 9th grade by having 8th graders tour the high school and meet the teachers.

The High school counselor will meet with students to help schedule classes for the following year.

The High School will host an ice cream social to inform students and parents about the benefits of concurrent credits and UACCM.

Provide information for families about education beyond high school and how that might look differently for each student. A career fair will be hosted to inform families of these options.

6. Annual Title I Meeting

The school will hold an Annual Title I meeting to inform parents of the requirements of Title 1 and the school's participation as well as the parents' rights to be involved.

7: School-Parent Compact

A meeting will be held annually to develop a school- parent compact to review, revise, and update. All parents will be given this compact during registration

Communication throughout the year:

- **Conferences** - Two conferences are scheduled during the school year. One will be held in October and the other in February. These dates will be posted on the district website and calendar. Report cards may be picked up during conferences. Parents are encouraged to attend conferences and visit with their child's teachers.
- AHS Parent Orientation Open House (August)
- Frequent reports on progress
- Reasonable access to staff (parents may schedule appointments with teachers during their prep period)
- Given opportunities to volunteer

Family Kits—Items contained in Family Kits are Parent and Family Engagement plan description; roles for parents, students, and teachers; dates of planned activities throughout the year to encourage family involvement; bell schedules; lists of teacher's names, telephone numbers and email addresses; community resources; and miscellaneous handouts.

Parenting Books - Parent books and other resources are available to check out from the Atkins Middle School Library.

Resources available for families: The Atkins High School Family Center has a variety of resources available for families to check out or keep, or use to receive helpful information in improving their child's education: pamphlets, reference materials, games/resources on age-appropriate activities, character education information. These materials are available upon request.

Open House - Open house is held each year for each grade level. This is an opportunity for the students and parents/families to visit the school, meet the principal, and talk with the teachers for the coming academic year.

The District's Parent and Family Engagement Centers are located in each school. The high school parent and family engagement center is located in the High school Library.

8. Reservation of Funds

The committee will determine if there are any materials that are needed for parents.

9. Building Capacity - Discretionary (optional)

Family Events: Dates of the planned evenings for the 2023-2024 school year:

August:

1. Parent Night - Open House
2. Football Mom 101
3. Community Pep- Rally

September:

1. Grandparents Day - invited to eat lunch
2. Start of Season Pep Rally

October: .

1. Homecoming Pep Rally and Activities
2. Fall Semester Parent Teacher Conferences

November:

1. Thanksgiving Lunch - Families are invited to Thanksgiving lunch in the cafeteria

December:

1. Band and Choir Concert for Community

February:

1. Spring Semester Parent Teacher Conferences
2. Colors Day Celebration and Pep Rally

March:

1. FAFSA Information Night

April:

1. UACCM Ice Cream Social

May:

1. Spring Band and Choir Concert
2. Senior Awards Ceremony
3. Senior Walk Through
4. Honor's Banquet
5. All Student Awards Ceremony
6. Graduation Ceremony

Atkins High School is in compliance with the following:

- a. There are no policies that discourage families from visiting the school
- a. There are no policies that require families to pick children up from outside the building
- b. There are no policies that prevent families from visiting his/her child's classroom during school events.

Volunteer Survey: A survey will be sent home to families regarding their volunteer interests. A volunteer resource book will be compiled and be made available to school employees. A copy of this resource book will be kept with the Parent and Family Engagement Plan.

Report to the Public: A statement coming from the School Board will be placed in each school noting the district's commitment to parent and family engagement. The date and distribution of the school board's statement will be placed in each school.

Atkins High School Handbook states that if families have a problem with a teacher, they are to follow the chain of command—first see the teacher. If that does not work, see the principal, then if that does not give satisfaction, see the superintendent. (See Handbook)

Community Resources Activities: Atkins High School engages to use community resources to strengthen school programs, family practices, and student learning: Food Drives, Toys for Tots, Relay for Life Teams, March of Dimes, Arkansas Children's Hospital, People for a Better Atkins, Arkansas Food Bank, Autism Awareness, breast cancer awareness activities, drug and bully free activities, and resource speakers from various subject areas.

Staff Training: Training for staff concerning promoting and encouraging a welcoming atmosphere for parental involvement.

If you have any questions about how you can become more involved at Atkins High School, please contact our parent and family engagement coordinator at zak.holt@atkinsschools.org.