

AR
 Hugh Goodwin Elementary School (El Dorado School District)
 201 East Fifth Street
 El Dorado AR 71730
 870-864-5071

School 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.

1: Jointly Developed Expectations and Objectives

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Guiding Questions

- **1.1:** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*
 [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(c)(3)]

Involvement: The Parent and Family Engagement Plan for Hugh Goodwin was developed jointly with parents.

Annual review, update, and improvement of the plan: Hugh Goodwin involves parents on our school improvement planning committee. This committee met at the beginning of August before school started to review/revise our school compact and prepare for the new school year. All decision-making processes regarding our school's Title I, Part A program will be reviewed and discussed. The school will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school, staff, and parents training on how to contribute to this process in a meaningful way. The school will engage parents in the decision about allocation of its Title I, Part A funds for parent involvement and encourage parents' input while creating our school improvement plan.

Adequate representation: Hugh Goodwin will invite two to three community members to serve on the parent advisory committee to provide advice and guidance for school improvement. Hugh Goodwin has a very active Parent/Teacher Organization that fosters parental and community involvement within the school.

Parent comments: If the Title I Schoolwide Plan is not satisfactory to parents, please contact the Federal Programs Coordinator (Michelle Henry, michelle.henry@esd-15.org).

Regular meetings: Opportunities for regular meetings are available upon request by parents.

2: Communication

Describe how the School will communicate with and distribute information to parents and families.

Guiding Questions

- **2.1:** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
 - *description of the engagement program*
 - *recommended roles for parents, students, teacher, and the School*
 - *ways for a family to get involved*
 - *survey regarding volunteer interests*
 - *schedule of activities planned throughout the school year*
 - *regular, two-way, and meaningful system for parents/teachers to communicate*

[A.C.A. § 6-15-1702(b)(3)(B)(1)]
- **2.2:** *How will the School 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 is relevant information 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)]
- **2.3:** *How does the School offer flexible opportunities for meetings with families?*

[ESSA § 1116(c)(2)]

The Parent Facilitator for Hugh Goodwin is Sara Bullard. She can be reached at sara.bullard@esd-15.org. The Parent Facilitator will make the Parent and Family Engagement Plan available to families and the local community. The parent and family engagement policy will be distributed to parents as part of the student registration packet which will be given on the night of orientation.

The plan will be written in an understandable and uniform format. To the extent practical the plan will be provided in a language the parents can understand and is appropriate for the age and grade of the student.

Informational Packet: An informational packet will be distributed annually with the following items:

Will provide a Parent Involvement Packet that contains a summary letter that explains how we want our parents to be involved. Of course, parental involvement does not stop at our school doors. We also encourage our parents to help at home.

Planned reading time, informal learning activities, and/or homework contracts between parents and students. Our school and PTO will solicit ideas for other types of volunteer efforts during orientation of parents and through parent surveys. Teachers will explain requirements to parents and encourage them to become involved in the school. The principal and teachers will provide training sessions for parents and community members with the information needed to participate as school volunteers in order to put them at ease and make the experience successful. We want Hugh Goodwin parents to be involved in their child's education. Research shows when schools, families and community groups work together to support learning, children tend to do better in school, attend school more regularly, stay in school longer, and enjoy school more.

Hugh Goodwin will provide opportunities for parents and community members to support the instructional program through such programs as tutoring, and mentoring. Our school has had success from using parents as tutors and mentors in the past. It is something we strive to continue each year.

A survey will be given at the beginning of the school year regarding volunteer interests.

Orientation, Two Parent Teacher Conference, Parental Literacy Night

Hugh Goodwin Elementary will have regular, meaningful, two-way communication by

Each classroom teacher will send home a folder containing student papers and work samples each Monday. Parents will be asked to sign the parent log in the folder and send it back to school.

Hugh Goodwin teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Hugh Goodwin teachers use Classroom Dojo for immediate parent communication. This program allows teachers to communicate positive comments as well as concerns.

The school will provide to parents a progress report or report card every four weeks with information regarding their child's academic progress.

During the 2022-2023 school year, Hugh Goodwin will hold two parent conferences.

Parent-friendly summary: A parent-friendly summary of the parent and family engagement plan can be found on the district's website (<https://www.eldoradopublicschools.org/>) by August 1 annually and in the student handbook. Signatures will be obtained to document the receipt of the El Dorado School District's parent and family engagement plan summary.

Parent meetings: To meet the needs of families, meetings will be held at various times and in different formats. The following public meetings are also held for parents to attend: Open House at the beginning of the school year, Principal's Report to the Public Meeting, School Board Meetings open to the public, PTO Meetings and Parent Seminars.

3: Building Staff Capacity

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Guiding Questions

3.1: *How does the School 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 (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*

- *the value and utility of contributions of parents [Title I schools]*
- *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
- *how to implement and coordinate parent programs and build ties between home and the School [Title I schools]*
- *how to respond to parent requests for parent and family engagement activities [Title I schools]*
- *that parents play an integral role in assisting student learning [all schools]*
- *how to welcome parents into the School and seek parental support and assistance [all schools]*
- *the School's process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions [all schools]*

[ESSA § 1116(e)(3;14); A.C.A. § 6-15-1702(b)(5-7)]

The staff of Hugh Goodwin will meet all professional development requirements for teachers and administrators. This professional development will promote the role that parents play to assist student learning and instill the value of contributions from parents. Other topics covered will include:

How to reach out to, communicate with, and work with parents as equal partners,

How to implement and coordinate parent programs and build ties between home and school,

How to welcome parents into the school and seek parental support and assistance,

How to provide information in a format and language that the parent can understand (to the extent practical),

How to respond to parent requests for parent and family engagement activities, and

The school's process for how to resolve parent concerns (as listed in the student handbook).

4: Building Parent Capacity

Describe how the School provides opportunities to build parents' capacity to play a role in their children's

academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

Guiding Questions

- **4.1:** *How does the School provide timely information about the following:*
 - *a description and explanation of the curriculum in use at the School*
 - *the forms of State and Local academic assessments used to measure student progress, including alternate assessments*
 - *the achievement levels of the challenging State academic standards students are expected to meet*
[ESSA § 1116(c)(4)(B)]
- **4.2:** *How does the School provide assistance to parents in understanding the following:*
 - *the requirements of Title I, Part A*
 - *how to monitor their child's progress*
 - *how to work with educators to improve the achievement of their children.*
[ESSA § 1116(e)(1)]
- **4.3:** *What types of materials and training does the School provide to help parents work with their children to improve their children's 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)]
- **4.4:** *Involve parents of students at all grade levels in a variety of roles, including without limitation:*
 - *involvement in the education of their children*
 - *volunteer activities*
 - *learning activities and support classroom instruction*
 - *participation in School decisions*
 - *collaboration with the community*
 - *development of School goals and priorities*
 - *evaluating the effectiveness of the School-level Improvement Plan*
[A.C.A. § 6-15-1702(b)(1); ADE Rules Governing Parental Involvement Section 3.03]
- **4.5:** *How does the School promote and support responsible parenting? The School shall, as funds are available:*
 - *purchase parenting books, magazines, and other informative material regarding responsible parenting through the School library, advertise the current selection, and give parents an opportunity to borrow the materials for review*
 - *Create parent centers*
[A.C.A. § 6-15-1702(b)(4)(A)]
- **4.6:** *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*
 - *role play and demonstration by trained volunteers*
 - *the use of and access to Department of Education website tools for parents*
[<https://dese.ade.arkansas.gov>]
 - *assistance with nutritional meal planning*
[A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]

Hugh Goodwin wants to support our parents!

Parent involvement meetings: Parent involvement meetings have been scheduled for

-Orientation August 17, 2022

- Two Parent Teacher Conferences: October 7, 2022 and February 17, 2023

Curriculum: A description and explanation of the curriculum we use can be found at (INSERT URL).

Assessment results: Individual student academic assessment results will be given out in Spring 2023 During parent

teacher conferences, your student's teacher can help interpret the results of those assessments.

Assessment: A description and explanation of the assessments we use to measure students progress and achievement levels of the challenging state academic standards can be found at <https://dese.ade.arkansas.gov/Offices/learning-services/curriculum-support/arkansas-academic-standards>.

Parent support topics: We will also provide support to parents about the topics below:

Arkansas academic standards

State and local assessments

Title I, Part A requirements

Strategies parents can use to support your child's academic progress

Supporting your child's academic progress

Incorporating developmentally appropriate learning activities

Use of ADE website and tools for parents (<https://dese.ade.arkansas.gov/>)

Assistance with nutritional meal planning and preparation

Course selection, career planning, and preparation for postsecondary opportunities

Materials and training: Material is available in the parent resource center to help parents to work with their children to improve their student's achievement. The parent resource center is located in the Guidance Office. Training is also available upon request.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families..

Guiding Questions

- **5.1:** *How does the School investigate and utilize community resources in the instructional program?*
[ADE Rules Governing Parental Involvement Section 5.06]
- **5.2:** *How does the School coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:*
 - *public preschool programs such as Head Start*
 - *organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers*
 - *wraparound services that allow families to send their children to school ready and able to focus on learning*[ESSA §1116(e)(4)]
- **5.3:** *In what ways does the School enable the formation of a Parent Teacher Association or organization and ensure leaders of said organization will be included in appropriate decisions?*
[A.C.A. § 6-15-1702(b)(8)(B)(ii)]

Hugh Goodwin will find and use community resources on our campus.

Early childhood programs (ELEMENTARY SCHOOLS ONLY): In addition, our school will coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs, parent resource centers, or other programs that encourage and support parents in fully participating. Hugh Goodwin Staff will meet with the Head Start faculty representatives to discuss transition for Prekindergarten students and strategies that Hugh Goodwin is using with our kindergarten students to help prepare preschoolers for school.

College and career ready (MIDDLE, JUNIOR, AND HIGH SCHOOLS ONLY): In addition, our school will coordinate

and integrate parent and family engagement programs, activities, and strategies with college and career ready resources or organizations, parent resource centers, or other programs that encourage and support parents in fully participating.

Responsible parenting: We will promote and support responsible parenting. Hugh Goodwin Parent Center is housed within the counselor's office. Parents may access this center where they can locate various pamphlets and magazines containing educational and / or parenting tips. Additionally, there are games, books, tapes, and activity cards available for parents to check out from the library or homeroom classes that can be used to assist their child in the areas of literacy and mathematics.

Partnership with organizations: We will work with our parent teacher organizations, booster clubs, and alumni groups and seek input from leaders of these organizations when appropriate.

Community resources: Our campus uses our community resources to strengthen school programs, practices, and learning.

Our plan for family and community engagement is also included in our school's improvement plan.

6: Annual Title I Meeting *(Title I schools)*

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

Guiding Questions

- **6.1:** *How and when (month/year) does the School conduct the Annual Title I meeting, ensuring that parents are informed of the following? (*Include a link to the detailed agenda, meeting minutes, and/or slide deck for this year's Annual Title I Meeting, if available.)*
 - *the requirements of Title I and the School's participation*
 - *the parents' rights under Title I (The Right to Know Teacher Qualifications, Right to Request Meetings)*
[ESSA § 1116(c)(1)]

Hugh Goodwin will do this at orientation, report to the public and parent teacher conferences this year. We will review expectations that parents should have for their students during the current school year and ways in which parents can assist in their child's education. The state/district attendance policy will be reviewed along with Smart Core, and the benefits of the El Dorado Promise. The agenda, the sign-in sheet, and the minutes for this meeting will be kept on file in the school's office.

7: School-Parent Compact *(Title I schools)*

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

Guiding Questions

- **7.1:** *How does the School jointly develop a School-Parent Compact which does the following:*
 - *Outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement*
 - *Addresses the importance of regular two-way, meaningful communication through:*
 - *conferences (no fewer than 2 each year)*
 - *frequent reports on progress*
 - *reasonable access to staff*

- *opportunities to volunteer*
- *observation of classroom activities*

[ESSA § 1116(d)]

- **7.2:** *How do families access the compact in order to understand the shared responsibility for improved student academic achievement?*
 - *Including parent-teacher conferences in elementary Schools, at least annually*
 - *Include a link or insert the language of the compact to demonstrate this requirement has been met.*

[ESSA § 1116(d)(2)(A)]

School-Parent Compact: The entire school staff of Hugh Goodwin, parents, and students will sign a compact that shows the intent for all to share the responsibility for improved student academic achievement. Regular, meaningful, 2-way communication will occur through the following:

Two parent teacher conferences each year October 7, 2022 and February 17, 2023

Frequent reports on student progress Each classroom teacher will send home a folder containing student papers and work samples each Monday. Parents will be asked to sign the parent log in the folder and send it back to school.

Reasonable access to staff: Hugh Goodwin teachers will routinely contact parents on an individual basis to communicate about their child's progress. Hugh Goodwin teachers use Classroom Dojo for immediate parent communication. This program allows teachers to communicate positive comments as well as concerns.

Opportunities to volunteer: Parents can contact the school or their child's teacher.

Opportunity to observe classroom activities

Partnership: Hugh Goodwin will partnership to help children achieve the challenging State academic standards. Our PTO - Parent Teacher Organization, Moby Max and/or Imagine learning - a computer program on the skills outlined within the Arkansas State Standards that can be used from home, coding club and Before/After School tutoring programs prior to state testing.

Volunteer resource book: The staff of Hugh Goodwin will use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers. Parents will be given the opportunity to be involved in a variety of roles. The person responsible for creating and maintaining the volunteer resource book is Nanette Darden.

8: Reservation of Funds *(Title I schools)*

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

Guiding Questions

- **8.1:** *If the School is a recipient of set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than \$500,000):*
 - *How is the School spending those funds?*
 - *How does the School determine the priority of how funds are spent?*
 - *Who is involved in determining that?*

[ESSA § 1116(a)(3)(A)]
- **8.2:** *How does the School provide opportunities for parents and family members to be involved in providing input into how the funds are used?*

[ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)]

Parents and family members of children receiving services under Title I will be involved in the decision for how reserved funds are used for parent and family engagement activities. Parents will be given the opportunity to be involved by serving on policy advisory groups such as being the Title I, Part A parent representative on the School

Improvement Team, the Title I Policy Advisory Committee of Practitioners, the School Support Team or other school advisory or policy groups. The following public meetings are also held for parents to attend: Open House at the beginning of the year, Principal's Report to the Public Meeting, School Board meetings open to the public, PTO Meetings and Parent Seminars.

Assurances

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

- ☒ **A.1:**The School understands that annually by August 1, the public School's Engagement Plan shall be developed, or reviewed and updated.
[ADE Rules Governing Parental Involvement Section 3.02.3]
- ☒ **A.2:**The School understands that the following must be made available to families and the local community on the School or District website no later than August 1st:
- The School Engagement Plan
 - A parent-friendly explanation of the School and District's Engagement Plan
 - The informational packet
 - Contact information for the parent facilitator designated by the School.
- [A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02.4]]*
- ☒ **A.3:**The School 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.4:**The School 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.5:**The School 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.6:**The School Principal understands their obligation to designate and pay a licensed staff member to serve as Parent Facilitator:
- to help organize meaningful training for staff and parents,
 - to promote and encourage a welcoming atmosphere, and
 - to undertake efforts to ensure that engagement is recognized as an asset to the School.
- [A.C.A. § 6-15-1702(c)(1)]*
- ☒ **A.7:**The School understands its obligation to encourage school staff to use volunteer surveys to compile a volunteer resource book..
[A.C.A. § 6-15-1702(b)(6)(B)(ii)]
- ☒ **A.8:**The School understands its obligation to conduct no fewer than two parent-teacher conferences per school year.
[A.C.A. § 6-15-1702(b)(3)(B)(ii)]
- ☒ **A.9:**The School understands its obligation to incorporate the Engagement Plan into the School Improvement Plan.
[ADE Rules Governing Parental Involvement Section 3.02.2]
- ☒ **A.10:**The School understands its obligation to schedule regular parent involvement meetings at which parents are given a report on the state of the School and an overview of:

- what students will be learning
- how students will be assessed
- The informational packet
- what a parent should expect for his or her child's education
- how a parent can assist and make a difference in his or her child's education.

[A.C.A. § 6-15-1702(b)(5)(B)(i)(a-d)]

☐ **A.11:**Any School serving high school students understands its obligation to educate parents about their role in decisions affecting course selection, career planning, and preparation for postsecondary opportunities.

[A.C.A. § 6-15-1702(b)(7)(B)(ii)]

☒ **A.12:**The School understands its obligation to welcome parents into the School, and more specifically, not have any school policies or procedures that would discourage a parent from visiting the School or from visiting a child's classrooms.

[A.C.A. § 6-15-1702(b)(6)(B)]

☒ **A.13:**The School 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.14:**The School understands its obligation to submit to the State any comments from parents who deem the Title I Schoolwide Plan unsatisfactory. These comments can be sent to

ade.engagementmatters@ade.arkansas.gov

[ESSA § 1116(b)(4)]

☒ **A.15:**The School understands its obligation, if requested by parents, to provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

[ESSA § 1116(c)(4)(C)]

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](#)

School Name:	Hugh Goodwin Elementary
School Engagement Facilitator Name:	Sara Bullard
Plan Revision/Submission Date:	5/17/22
District Level Reviewer Name, Title:	Jeffrey Alphin
District Level Approval Date:	6/8/22

Committee Members, Role

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

First Name	Last Name	Role (<i>Teacher, Staff, Parent, Student, or Community Member</i>)
Jesica	Collins	Principal
Sara	Bullard	Parent Involvement/Librarian
Brandie	Reynolds	Parent
Leah	Riley	Parent
Nannette C	Clark	Parent
Rebekah	Curl	Parent

(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.)

District Reviewer Responses

Section 1 - Jointly Developed

- ☐ Changes Required
☒ Compliance is Met

Comments:

-Section 2 - Communication

- ☐ Changes Required
☒ Compliance is Met

Comments:

Section 3 - Building Staff Capacity

- ☐ Changes Required
☒ Compliance is Met

Comments:

Section 4 - Building Parent Capacity

- ☐ Changes Required
☒ Compliance is Met

Comments:

Section 5 - Coordination

- ☐ Changes Required
☒ Compliance is Met
-

Comments:

Section 6 - Annual Title I Meeting

- ☐ Changes Required
☒ Compliance is Met
-

Comments:

Section 7 - School-Parent Compact

- ☐ Changes Required
☒ Compliance is Met
-

Comments:

Section 8 - Reservation of Funds

- ☐ Changes Required
☒ Compliance is Met
-

Comments:

Please go back in and check off all of the boxes under the assurances section. Then you will be able to submit.

Thanks!