

**School Parent and Family Engagement Plan**

<b>School Name:</b>	Hoxie High School
<b>Facilitator Name:</b>	Dedra Riggs
<b>Plan Review/Revision Date:</b>	7/29/2020
<b>District Level Reviewer, Title:</b>	
<b>District Level Approval Date:</b>	

**Committee Members, Role:***(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Dedra	Riggs	Teacher
Laura	Wright	Teacher
Val	Orrick	Parent
Donna	Pinkston	Parent/Counselor
Lindsey	Cooper	Parent

**1: Jointly Developed***(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)***Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Hint

Involve parents in the development of the school parent and family engagement plan

- Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan.
- Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents
- Address opportunities for regular meetings if requested by parents

**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?**

Hint

Conduct an annual Title I meeting based on CDC guidelines

- to inform parents of the requirements of Title I and the school's participation
- to inform parents' of their rights under Title I
- the Annual Title I meeting will be held virtually in the second quarter

**3: Communications***(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)***Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Hint

\*Make the school parent and family engagement plan available to families and the local community

The Parent and Family Engagement Plan is made available to families and local community members on our school website.

Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child

A family friendly form of the Parent and Family Engagement Plan will be distributed to all attendees of the Parent Engagement night to include the following:

1. Description of Parent and Family Engagement plan
2. Recommended roles
3. Ways for a family to get involved in a variety of roles
4. Survey regarding volunteer interests
5. Schedule of activities planned throughout the school year

Regular, two-way, and meaningful system for parents/teachers to communicate such as the Remind app as well as our 'one call' system to alert parents as to priority information.

Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook

Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary

Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)

Faculty and staff are available to parents through email, phone, and Zoom.

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#### **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?**

Hint

- Parents, teachers and staff will jointly develop a School-Parent Compact
  - Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement including tutoring information and resources
  - Address the importance of regular two-way, meaningful communication through:
    - conferences (Two parent/teacher conferences: one in the fall and one in the spring)
    - frequent reports on progress (Progress reports and access to HAC)
    - reasonable access to staff (Email and phone)
    - opportunities to volunteer
    - observation of classroom activities both on site as well as documented on our website and Facebook page.
- Build and develop a partnership to help children achieve the challenging State academic standards
- Parents are invited to be a part of decision making committees throughout the year

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#### **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?**

Hint

- Through forming the district wide parent teacher organization, we hope to involve more parents and family members of children receiving services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities

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#### **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?**

Hint

- Investigate and, where feasible, utilize community resources in the instructional program (We utilize the community to visit our high school and discuss career opportunities with students).

- Coordinate and integrate parent and family engagement programs, activities, and strategies with

College and career ready resources or organizations- local colleges and businesses come to speak to high school students to encourage and support them as well as to inform them of opportunities for their future.

Senior Planning Night where seniors and their parents meet with counselors, college liaisons, and advisors to help in college prep.

Parent resource centers- Information for parents is always on display in the high school office which is centrally located.

- Promote and support responsible parenting through our Health and Wellness Committee. Counselors work with local behavioral health organizations to provide services and resources to families concerning mental health needs.

- We invite alumni to speak to our students concerning college and career choices.

- Enable the formation of a Parent Teacher Organization

Leaders of said organization will be utilized in appropriate decisions

- Engage in other activities that will use community resources strengthen school programs, practices, and learning

- Ensure the plan is comprehensive and coordinated in nature

- Incorporate this plan into the school's improvement plan and post on the school's website

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### **7: Building Capacity of Parents**

*(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Hint

- Schedule regular parent involvement meetings through our new Parent Teacher Organization
- Our annual report to the public and our Title 1 meeting both provide parents with a description and explanation of the curriculum in use
- We provide parents with individual student academic assessment results and interpretation of those results at our first Parent Teacher Conference in the Fall.
- Parents are provided a description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards through our report to the public
- Provide assistance and instruction to parents of children served by the school in understanding these topics:
  - ✓ Arkansas Academic Standards (Report to the public)
  - ✓ State and local academic assessments including alternate assessments (Parent teacher conferences; report to the public)
  - ✓ Title I (Title 1 meeting and report to the public)
  - ✓ Strategies parents can use to support their child's academic progress
  - ✓ Partnering with teachers to support their child's academic achievements
  - ✓ Incorporating developmentally appropriate learning activities evidenced in daily lesson plans submitted weekly
  - ✓ Use of ADE website and tools for parents [<http://www.arkansased.gov>] located on our website
  - ✓ Assistance with nutritional meal planning and preparation through our Health and Wellness Committee.
  - ✓ How parents of high school students can be involved in the decisions affecting course selection, career planning ,and preparation for postsecondary opportunities (college planning night, career seminars, PTO)
  - ✓ Including role play and demonstration by trained volunteers (We work with the community in controlled disaster preparedness drills throughout the year)
- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Promote and support responsible parenting with the information provided by our health and wellness committee.

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### **8: Building Capacity of School Staff**

*(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)*

#### **Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Hint

- Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

Parents play an integral role in assisting student learning

The school values the contributions of parents

The school reaches out to, communicates with, and works with parents as equal partners

The plan of Hoxie High School is to implement and coordinate parent programs and build ties between home and school

Hoxie High School welcomes parents into the school and seeks parental support and assistance

We provide information in a format, to the extent practicable, in a language the parents can understand

We welcome and respond to parent requests for parent and family engagement activities

We fully recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

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**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?**

Hint

Our PTO will serve to train parents to enhance the involvement of other parents.

We arrange school meetings, such as 504, parent/teacher conferences, and parent meetings, at a variety of times, or conduct email conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.

Hoxie High School works to develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.

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**(See complete [Arkansas Guide for School Parent and Family Engagement Plan](http://www.arkansased.gov/public/userfiles/Public_School_Accountability/Federal_Programs/Arkansas_Guide_and_Sample_Ter) ([http://www.arkansased.gov/public/userfiles/Public\\_School\\_Accountability/Federal\\_Programs/Arkansas\\_Guide\\_and\\_Sample\\_Ter](http://www.arkansased.gov/public/userfiles/Public_School_Accountability/Federal_Programs/Arkansas_Guide_and_Sample_Ter) for references)**

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**District Feedback**

- Attention: Changes Needed!
- In Compliance

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**Comments:**

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