

AR
 Crossett Elementary School (Crossett School District)
 1200 Camp Rd
 Crossett AR 71635
 870-364-6521

School Parent and Family Engagement Plan

District Name:	Crossett School District
Grades Levels:	Kindergarten - 4th grade
Building Facilitator:	Leslie Mansur
District Coordinator:	Barbara Garner
Percent Free and Reduced Lunch:	71%

Title I Status

- Schoolwide
 Targeted Assistance
 Non-Title I School

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Veronica	Robinson	Principal
Janet	Ricks	Assistant Principal
Leslie	Mansur	Librarian/Parent Facilitator
Donna	McDonald	Kindergarten teacher
Leah	Vandiver	1st grade teacher
Brandi	Riley	2nd grade teacher

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Milissa	Pennington	3rd grade teacher
Angie	Haynie	4th grade teacher
Heather	Burford	speech teacher
Michelle	Richards	Parent/PTO president
Jenni	Kinnaird	Parent/PTO vice-president
Kristy	Fox	Parent

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Jennifer	Johnson	Parent
Sheila	Phillips	Parent
Patricia	Garcia	Parent
Chan	Norman	Parent
Tonya	Cooper	Parent
Chasity	Hamilton	Special Education teacher

1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

The school will provide to parents/guardians reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events. (Persons Responsible: Classroom teachers and Veronica Robinson, Principal; Contact Number: 870-364-6521).

The school website will offer a parent/guardian page providing information about current events; work for the week, to assist parents/guardians in fostering their child's success. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521).

The school will send home weekly folders with each student. This folder will contain information about events and projects that are happening, informational memos from principal and teachers, school calendars, and graded assessments for the week. (Persons Responsible: classroom teachers and Veronica Robinson, principal; Contact Number: 870-364-6521).

Seminars/informational meetings will be held to inform parents/guardians about how to be involved in decisions that relate to the success of their child/children. These meetings will include parent teacher conferences, parent/family seminars, Title 1 meetings, and curriculum nights. (Persons Responsible: classroom teachers and Veronica Robinson, principal; Contact Number: 870-364-6521).

CES 2018-19 Calendar of Events

August 7, 2018 - CLC Kindergarten Open House, 4:00 - 5:00 p. m.

August 7 - CES 1st/2nd grade Open House, 5:00 - 6:00 p.m.

August 9 - CES 3rd/4th grade Open House, 5:00 - 6:00 p.m.

September 7 - Grandparent's Day celebration, CLC 10:00 a.m., CES 2:15 p.m.

September 12/13 - CLC/CES Fall Pictures

September 20 - Title 1 pizza supper/Bingo for Books, 6:00-7:00 p.m.

October 5 - CLC/CES Flu Clinic

October 15-19 - Fall Book Fair

October 23 - Fall Festival, 5:30 - 7:30

October 24 - Fall picture retakes

October 25 - 4th grade music program, 6:00 p.m.

October 29 - CES/CLC Parent/Teacher Conferences, 12:00-6:00

October 30-Nov. 2 - Red Ribbon Week

October 31 - CLC/CES Fall Parties

November 9 - Veterans Day celebration

November 12-16 - American Education Week (College and Career Day, Nov. 14)

November 29 - CES Choir Concert, 6:00 p.m.

December 6 - 2nd grade music program, 6:00 p.m.

December 19 - CLC Christmas Parties

December 20 - CES Christmas Parties

January 24, 2019 - CES Class Pictures

February 7 - Sweetheart Dance, 5:30-7:30 p.m.

February 11 - Parent/Teacher Conferences, 12:00-6:00 p.m

February 14 - Valentine's Day Parties

February 27 - CLC Spring pictures

February 28 - CES Spring Pictures

Spring Book Fair

March 4-8 - Read Across America Week

March 14 - Picnic with the Arts: 1st/3rd grade musicals/spring choir concert, 6:00

March 28 - Spring Fling, 5:30 - 6:30 p.m.

April 4 - Kindergarten Cap and Gown Pictures

April 22-26 - CES Show Choir Concert, 6:00 p.m.

May 2 - CLC Field Day

May 3 - CES Field Day

May 15/16 - 4th grade, Maturation Program-Girls/Boys, 1:30-2:30

May 16 - 4th grade Awards Banquet, 6:00-7:00 p.m.

May 20 - Kindergarten Graduation practice, Kindergarten awards

May 20 - CES awards: 1st grade: 8:30; 2nd: 9:15; 3rd: 10:00

May 21 - Kindergarten Graduation, 9:30 a.m.

During each parent/teacher conference there will be various seminars going on that provide valuable information to parents that will enhance their child's success in school. These seminars include Health and Wellness information provided by Ashley County Extension Agency and Ashley County Medical Center, Fire Safety provided by Crossett Fire Department, Bully Prevention provided by counselors, Literacy & Math Seminars provided by Instructional Facilitator, Title I Seminar provided by principal, Parent Center Information provided by parent facilitator, and PTO membership drive provided by president of PTO. (Persons Responsible: Veronica Robinson, Principal; ; Kelly McGhee, Instructional Facilitator, and Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521; Michelle Richards, PTO president; Contact Number: 843-222-8801)

Parents/guardians will be encouraged to use Home Access Center (HAC), an online program, which gives up-to-date information about student assignments and grades. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521).

The "School Messenger" parent notification system will enable the school to notify parents of schedule changes, meetings, absences, or emergency notifications by phone. (Person Responsible: John Brooks, Assistant Principal; Contact Number: 870-364-6521).

2. List the proposed parent meeting, conferences and activities regularly throughout this year and

the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

Teachers will hold conferences individually with parents/guardians of children in their classrooms. Parents/guardians will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents/guardians will be asked to engage in discussion of how they can support these efforts. Parents/guardians will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (Persons Responsible: Classroom teachers, Veronica Robinson, Principal; Contact Number: 870-364-6521).

The school will host a Parent and Family Engagement Seminar the same night as Parent/Teacher Conferences to provide information on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation, information on staying heart healthy and exercise, and other strategies or curricula developed or acquired by the school district for at-home parent/guardian instruction approved by the Department of Education. This meeting will be facilitated by parental involvement coordinator, Leslie Mansur (870-364-6521). Guest Speakers will include Iris Phifer, Ashley County Extension Agent, and Linda McDougald from Ashley County Medical Center.

The school will encourage parents/guardians in the following types of roles and activities to increase their involvement and support for student learning:

- Special parent lunches - Student of the Week Lunches conducted by assistant principal, John Brooks, 346-6521
- Book fair helpers - Contact Person: Leslie Mansur, 364-6521
- Volunteering at school during the day - Contact Persons: Veronica Robinson or Leslie Mansur, 364-6521.
- Fall Festival, Sweetheart Dance, Spring Fling - Contact: Michelle Richards, 843-222-8801
- Awards Day presentation- Contact: Veronica Robinson, 364-6521
- Field day volunteers - Contact: Veronica Robinson or Leslie Mansur, 364-6521
- Parent education workshops - Contact Veronica Robinson or Leslie Mansur, 364-6521
- Open House - Contact Veronica Robinson, 364-6521
- Parent-School organization (PTO) - Contact Michelle Richards, 843-222-8801
- American Education Week/College and Career Day - Contact Leslie Mansur, Norma Watts, or Patty Frisby (870) 364-6521
- Red Ribbon week - Contact Norma Watts or Patty Frisby, counselors, 364-6521
- Music/choir programs - Contact Josh Wayne or Kelly Savage, 364-6521
- Various committees - Contact Veronica Robinson or Leslie Mansur, 364-6521
- GT Showcase - Contact Melissa Martar, 364-6521 or 364-4712
- Title I Pizza Supper - Contact Veronica Robinson or Leslie Mansur, 364-6521
- New Literacy Programs (Wit/Wisdom, Wilson's FUNdations) - Contact: Kelly McGhee, 364-6521
- Project Lead the Way- Contact Veronica Robinson,364-6521 or Barbara Garner, 364-3112

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3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

The parent facilitator, Leslie Mansur, will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts through a parent/guardian volunteer form that will be given to parents/guardians during the first parent/teacher conference. The form will include a list of specific things the parent/guardian could check if interested in volunteering (such as book fair assistants, homeroom mom, help with special occasions only, etc.) Teachers will explain the requirements to parents/caregivers and encourage them to become involved in the school.

The school will host a Parent and Family Engagement Seminar during Parent/Teacher Conferences on October 29, 2018, to provide information on the use of and access to the Department of Education website tools for parents/guardians and more information about the school's parent center. The Ashley County Cooperative Extension Agent and Ashley County Medical Center, through mini-seminars, will provide assistance with nutritional meal planning and preparation and heart healthy ideas and activities. This workshop will be hosted by parent facilitator, Leslie Mansur, and principal, Veronica Robinson, with guest speakers, Iris Phifer, from the Ashley County Extension Agency and Linda McDougald, from Ashley County Medical Center.

The school will hold Curriculum Nights as informational/instructional meetings for the parents/guardians on what the students are learning in these subjects and will provide activities parents/guardians can do with their children to enhance their skills in math and literacy. These opportunities will be provided by Kelly McGhee, Instructional Facilitator, 364-6521.

Parent facilitator, Leslie Mansur, provided the teachers with a two hour professional development on parent/family engagement. The State Board of Education Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental/family involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. Contact responsible for administrative professional development is Barbara Garner, Assistant Superintendent/District Parent Involvement Coordinator, 364-3112.

Veronica Robinson, principal, and Norma Watts, counselor, prepared an information packet containing a school brochure with parenting tips and the school's statement of commitment to parent/family engagement. In addition, they provided a copy of the Parent/Student/Teacher/Principal Compact. A description of the curriculum used, types of assessment and proficiency levels will be provided to parents/guardians throughout the school year through back-to-school packets, Parent/Family Engagement Workshops, and Parent/Teacher Conferences.

The Principal, Veronica Robinson, explained to parents/guardians the Parent/Student/Teacher/Principal Compact at the Annual Title 1 Meeting on September 20, 2018. The compact will be available at the first parent/teacher conference on October 29, 2018. All stakeholders including the Principal, Teacher, Student, and Parent will sign the compact and copies will be provided to parents/guardians.

4. How will your school work with parents to create a School-Parent-Compact?

School staff, parents/guardians, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents/guardians will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact at the first parent/teacher conference on October 29, 2018. Copies will be sent home for those who are not able to attend the conference. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521)

The Parent/Student/Teacher/Principal Compact was explained to parents/guardians during the Annual Title 1 Meeting on September 20, 2018. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521)

5. How will your school provide opportunities for parents to be involved in the development,

implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

The Annual Title 1 meeting was held on September 20, 2018, to inform parents/guardians of school issues, assessments, expectations, and how they can assist their children for a more successful year. Parents/guardians will receive additional information about the Title 1, Part A program at CES during the first parent/teacher conference on October 29, 2018. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521).

The school will involve parents/guardians on school improvement planning committees. Committees formed for the Arkansas Comprehensive School Improvement Plan (ACSIP) are the Federal Programs Advisory Committee, Math Committee, and Literacy Committee. Each of these committees will have a parent/guardian representative as a member. (Person Responsible: Veronica Robinson; Contact Number: 870-364-6521).

The Closing the Achievement Gap Task Force Committee has been formed to receive input into our schools from our community leaders. This committee is made up of alumni, community and school leaders. The committee reviews the school's mission statement, vision statement, and core beliefs and receives input into these from the community leaders to provide advice and guidance for school improvement. (People Responsible: Pam Pevy, Director of Curriculum or Barbara Garner, Assistant Superintendent; Contact Number: 870-364-3112).

A parent/family advisory committee will be formed to aid in fostering positive parent/school relations and to assist with other school related activities. Crossett Elementary will enable the formation of a Parent-Teacher Organization (PTO) through the CAPS (Caring About Parents and Students) Organization. The PTO will meet to plan and organize activities for CES students and inform parents/guardians of upcoming CES events. Parents/guardians will be invited to Parent/Family Engagement meetings to inform them about school issues, assessment, expectations, and how they can assist their children for a more successful school year. Furthermore, parents/guardians are given the opportunity to evaluate the school through a parent/family survey. (Persons responsible: Veronica Robinson, principal; Leslie Mansur, Parent Facilitator, contact number: (870-364-6521).

6. How will your school provide resources for parents?

The school will distribute informational packets each year that include a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents/guardians can become involved in their child's education, parent/family engagement activities planned for the current school year and information about the system that will be used to allow parents/guardians and teachers to communicate (notes, phone calls, email, school website). (Persons Responsible: Veronica Robinson, Principal; and Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521)

To promote and support responsible parenting, the school shall, as funds are available: purchase parenting books, magazines, and other informative materials regarding responsible parenting to be available through the school library, advertise the current selection, and give parents/caregivers the opportunity to borrow the materials for review. Computers will be available in the library for parents/guardians to check student grades and locate additional parenting resources online. (Person Responsible: Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521).

Parents/guardians will be informed of opportunities to interact with the school as volunteers through a volunteer drive during the first parent/teacher conference on October 29, 2018. (Person Responsible: Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521)

The school website will offer a parent/guardian page giving information about current events and links to other parenting resources. (Person Responsible: Veronica Robinson; Contact Number: 870-364-6521)

The "School Messenger" parent notification system will enable the school to notify parents of schedule changes, meetings, absences, or emergency notifications by phone. (Person Responsible: John Brooks, Assistant Principal; Contact Number 870-364-6521).

Seminars/informational meetings will be held to inform parents/guardians about how to be involved in decisions that relate to the success of their child (Open House, Math & Literacy Nights, Parent Involvement Workshop, Project Lead

the Way, etc.). (Person Responsible: Veronica Robinson; Contact Number: 870-364-6521).

Parents/guardians will be encouraged to use Home Access Center (HAC), an online program that gives up-to-date information about student assignments and grades. (Persons Responsible: Veronica Robinson, Principal; Classroom teachers; Contact Number: 870-364-6521).

Educators and teachers will communicate with parents/guardians through email, weekly folders, school website, and School Messenger. (Persons Responsible: classroom and activity teachers and Veronica Robinson, Principal; Contact Number: 870-364-6521)

The school's policy handbook will contain the school's process for resolving parent/guardian concerns, including how to define a problem, whom to approach first, and how to develop solutions. (Person Responsible: Veronica Robinson; Contact Number: 870-364-6521).

The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. (Parent Facilitator: Leslie Mansur; Contact Number: 870- 364-6521.)

7. How will your school engage parents in the evaluation of your parent and family engagement efforts?

The school will engage parents/guardians in the annual evaluation of the Title 1, Part A Program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents/guardians and school staff. The Title 1 committee, made up of teachers, parents/guardians and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent/family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents/guardians participating in workshops and meetings; (2) specific needs of parents/guardians; (3) effectiveness of specific strategies; and (4) engagement of parents/guardians in activities to support student academic growth. (Person Responsible: Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521).

8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?

The school will ask parents/guardians to fill out an interest survey at the beginning of each school year to get information from parents/guardians concerning the activities they feel will be most beneficial in efforts to support their child academically. The school will use the results of the interest survey to plan the parent and family engagement activities for the school year. (Person Responsible: Leslie Mansur, Parent Facilitator; Contact Number: 870-364-6521).

The school will evaluate the activities suggested by parents/guardians at the end of the year as part of the annual parent and family engagement plan evaluation. (Persons Responsible: Veronica Robinson or Leslie Mansur; Contact Number: 870-364-6521).

9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

On September 20, 2018, at 6:00 p.m., the annual CES Title 1 Meeting was held in the CES cafeteria. This meeting provided information about the Title 1 program to parents/guardians of students receiving Title I services. Parents/guardians of Title 1 students will have the opportunity to participate in a Title I meeting in the Spring of 2019. The purpose of this meeting will be to review Title I information and resources available to them throughout the year. The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of

academic assessments used to measure student progress, and information on proficiency levels students are expected to meet. The meeting will serve as a means for providing feedback to be used for planning the 2019-20 school year. (Person Responsible: Veronica Robinson, Principal; Contact Number: 870-364-6521).

****After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.***

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1. Communication Strategies:	<input type="checkbox"/>	<input type="checkbox"/>		
2. Annual Schedule:	<input type="checkbox"/>	<input type="checkbox"/>		
3. Volunteer Opportunities:	<input type="checkbox"/>	<input type="checkbox"/>		
4. School-Parent-Compact:	<input type="checkbox"/>	<input type="checkbox"/>		
5. Involvement/Schoolwide Planning:	<input type="checkbox"/>	<input type="checkbox"/>		
6. Resources for Parents:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
7. Evaluation of Efforts:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
8. Parent Survey:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
9. Annual Title I Meeting:	<input type="checkbox"/>	<input type="checkbox"/>		