



CRAWFORD ELEMENTARY SCHOOL

1116 North Parker Road
Russellville, AR 72801
(479) 968-4677

FAMILY AND COMMUNITY ENGAGEMENT PLAN

2018-19 SCHOOL YEAR

Shavon Jackson, Principal

shavon.jackson@russellvilleschools.net

Crawford Elementary School serves students Kindergarten through Fourth Grade

Crawford School hosts two Community Development, Incorporated Head Start Preschool Program Classrooms

Crawford serves to additional Preschool Classrooms through the district

Free and Reduced Lunch Program Participation: 87%

Crawford is designated a Title One School Wide School under ESEA Reauthorized.

Crawford Elementary School, Kindergarten through Fourth Grade

Crawford Elementary School Parent Involvement and Learning Community Committee:

Jessica Davis and Tonya Rhodes , Co-Chairs
(Certified Parent Facilitators)
Shavon Jackson, Principal

Crawford Elementary School Parent Teacher Organization:

PTO Officers 2018-19 School Year

President: Tessa Dollar
Vice President: Shannon Spear
Treasurer: Ashtyn Wynn

**PARENTS WHO NEED ADDITIONAL INFORMATION ABOUT THE
CRAWFORD ELEMENTARY SCHOOL PARENT INVOLVEMENT PLAN
OR PARENT INVOLVEMENT REQUIREMENTS
PLEASE CONTACT:**

Shavon Jackson, Principal
shavon.jackson@russellvilleschools.net

(479) 968-4677

Crawford

PARENT INVOLVEMENT PLAN GOALS FOR 2018-19:

Crawford Elementary School's Learning Community/Parent Involvement Committee understands the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the school and those it serves. The following components will be included in the four goals for our Parent Involvement Plan:

- Communication between home and school is regular, meaningful, and includes information from each viewpoint.
- Responsible parenting and teaching is promoted and supported.
- Parents are very important to assisting student learning.
- Parents are welcome at school, and their assistance and support is welcomed and encouraged.
- Parents are full partners in decisions that are made about parent involvement.
- Community and other resources are made available to parents and teachers.

GOAL ONE: Crawford Elementary School will engage in effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement and to create a learning community that promotes parent participation:

Crawford Elementary will maintain, publish, and review regularly the Parent Involvement Plan.

Parents, alumni, and the community will be encouraged to participate in building and district level long range planning.

The parent involvement plan will be reviewed annually prior to the submission of the Building Arkansas Comprehensive School Improvement Planning (ACSIP), or by October 1 each year.

Crawford Elementary will publish and distribute Parent Packets annually in the fall, prior to October 1.

Packets will include **Parent-School Compacts** which detail parent and school responsibilities for Title One School Wide Programs. The packet also includes: Crawford Mission and Vision, School Calendar, District Calendar, Daily Schedule, Dental Care, Healthy Eating, Parenting Tips & Communication Tips. *[Responsible: Shavon Jackson, Principal; Jessica Davis and Tonya Rhodes, Parent Involvement Chairs; Annually: October 1 2018; published by November 1, 2018]*

Crawford Elementary will involve parents in the decision making process, and will involve them in decisions regarding Title One Parent Involvement expenditure decisions.

Crawford will have a **designated certified parent involvement facilitator**, Jessica Davis and Tonya Rhodes, appointed by the building principal. Mrs. Davis and Mrs. Rhodes shall help organize meaningful training for staff and parents; promote and encourage a welcoming atmosphere to foster parental involvement; undertake efforts to ensure that parental participation is recognized as an asset to the school. *[Responsible: Shavon Jackson, Building Principal; Jessica Davis and Tonya Rhodes, Certified Parent Facilitators; Annually in August and September of 2018]*

Parents will be consulted regarding planning for parent involvement and in the consideration of programs.

GOAL ONE CONTINUED:

Crawford teachers and principal will provide weekly homework to evaluate student progress and parent nights to train parents in collaboration and implementation of homework.

An **Annual Public meeting** shall be scheduled at **Crawford** prior to November 15, 2018 for reporting to parents and patrons the school's progress in meeting state and federal standards for achievement. This Annual meeting is to be the forum for explaining to parents and the community the State's content and achievement standards, State and local student assessments, and how the district and school's curriculum is aligned with the assessments and how parents can work with the district to improve their child's academic achievement; Crawford: scheduled August 23, 2018 at 5:30 p.m. Annual Public Meeting and Report to Patrons. [Responsible: Shavon Jackson, Principal prior to November 15 annually AR Standards for Accreditation of Schools, AR Act 603 2003]

Parents will be notified as required regarding teacher licensure and school report card. Currently, all teachers at Crawford Elementary are listed as Highly Qualified and the school meets all Arkansas standards for accreditation.

Additional Parent Meetings and Events for Crawford are included in a schedule/calendar on the District and building web page: <http://crawford.russellvilleschools.net>

Crawford Elementary shall maintain an identified Parent Center and maintain information for parents and will advertise selections available periodically. *[Responsible: Shavon Jackson, Principal; Jessica Davis & Tonya Rhodes, Certified Parent Involvement Facilitator; Ongoing]* Crawford's Parent Center is located in Room 3A and is open to parents daily during school hours plus evening events.

Crawford will ensure that parents who have disabilities, limited English proficiency, are migratory, or have other cultural or life circumstances which may result in **barriers to participation** have equal and full access to parental involvement through support such as Interpreters and Translation and maintenance of barrier free building and meeting access, flexible scheduling, and other services. *[Responsible: Shavon Jackson, Principal: to notify designated directors, supervisors, and coordinators: Ongoing]*

Crawford Elementary staff will ensure that all parents are welcomed in the school and that policies and procedures are not present that would discourage parental visits to schools or to their child's classroom.

Crawford Elementary School web site will be maintained with appropriate parent involvement plans and information annually *[Responsible: Shavon Jackson, Principal: Annually by November 1, 2018]*

GOAL ONE CONTINUED:

Crawford Elementary School The Crisis team, along with the Crawford staff and parents, will address physical safety concerns in and around the building. The counselor will collect resources to use with all students and/or parents with a focus on Character Education, Behavior Management, Conflict Resolution, Personal/Social issues and Drug/Alcohol Abuse.

Crawford Elementary will review with parents Title One, Part A of the Elementary and Secondary Act (ESEA) requirements for School Wide Status and Title I related Parental Involvement tasks. *[Responsible: Shavon Jackson, Principal and Crawford Elementary ACSIP Committee: ongoing]*

Each school receiving Title I funding shall develop a plan for parental involvement that includes the elements within the District policy and plan. The individual schools shall have parental involvement plans developed with input from parents whose children participate in the Title I program, and shall annually involve parents in reviewing the Title I program, the policy, and the plan to ensure continued improvement. **Crawford's meeting: August 23, 2018.**

In addition to the Annual Report to Patrons, each school receiving Title I funding shall convene minimally an annual meeting, or several meetings at varying times if necessary to adequately reach parents of participating students, to inform parents of the school's participation in Title I, its requirements regarding parental involvement, and explain parents' right to be involved in the education of their child (children). *Crawford's meeting will be held as a separate meeting and documented.*

Buildings receiving Title I funding are encouraged to have two meetings per year with parents to ensure adequate participation in plan development and evaluation. Buildings will maintain separate documentation of all Title I related meetings with parents.

Each school receiving Title I funding shall develop a compact with parents that outlines the responsibilities of parents, students, and the school staff in raising student academic achievement and for building partnerships that will enable students to meet Arkansas' academic standards. This compact will be provided to parents through multiple venues and in written format annually.

Parents will be provided with specific complaint procedures for Federal Programs in Arkansas on the school and District websites, and upon request.

GOAL TWO: Crawford will collaborate with Russellville School District to provide coordination in planning and implementing effective parental involvement:

Crawford Elementary will maintain a coordinated parent involvement program in which the involvement activities enhance the involvement strategies of other programs, including Title I, Special Education, English Language Learners, and other programs for students.

Crawford Elementary will publish a newsletter for all parents several times per year. Teachers will additionally utilize newsletters from their classrooms.

Crawford Elementary will continue to collaborate and coordinate with area Private Providers of Early Childhood Programs as well as local Save the Children as well as RSD preschool as well. The principal and Kindergarten staff will plan and conduct a variety of transition activities to ensure the smooth transition of children from early childhood programs into school: Crawford will have a family night for pre-Kindergarten children. Kindergarten Teachers will provide information on the Kindergarten Curriculum.

GOAL TWO CONTINUED:

Crawford Elementary Parent coordinator and the Parent Involvement Committee will coordinate academic nights for parents and students to improve life skills and increase student success with academics.

Crawford Elementary will hold a Parent Night on September 27, 2018 and April 18, 2019. During the meeting, parents and students will participate in hands-on activities related to sessions.

Parents will be provided with resources for resolving complaints and concerns annually in the handbook:

The link to the Russellville School Board Policy 6.7R may be reached by:

<http://www.russellvilleschools.net/o/district/browse/6522> Choose 6.7 Complaints.

Parents with suggestions or concerns about policy or procedure for parental complaints are encouraged to contact Alene Bynum, Assistant Superintendent (alene.bynum@russellvilleschools.net / Phone 479-968-1306); Mailing address is: Russellville School District P.O. Box 928 Russellville AR 72811.

Crawford Elementary Parent Involvement Committee in collaboration with the District Parent Involvement and ACSIP Committee will research and disseminate strategies to **eliminate barriers** that may prevent parents from being fully involved in their child's education. Examples are: accommodations for parents with disabilities; flexible scheduling of Parent Teacher conferences; provision of information in alternate languages. Staff will work to identify and modify other successful parent and community involvement programs to suit the needs of Crawford families; mentor and train parents to enhance and promote the involvement of other parents; provide support for other parental involvement activities as parents may reasonably request.

[Responsible: Parent Involvement Committee: Ongoing]

GOAL THREE: Crawford Elementary School District will work to build and support parent and family capacity for strong parental involvement.

Crawford Elementary will ensure the provision of annual training for all teachers, specialists, the principal, and certified parent involvement facilitator - and will provide the support necessary to enable them to plan and implement effective parental involvement activities

(teachers: two or more hours annually; administrators three or more hours annually as part of the required 60

hours of professional development). *[Responsible: Shavon Jackson, Principal, or designee: by May 30 2019.]*

Crawford Elementary will schedule two Parent Teacher Conferences annually, and shall

GOAL THREE CONTINUED:

provide as well alternate or flexible scheduling for those parents who may not be able to attend scheduled dates or times. *[Building Principal and Teachers: October 22, 2018; February 12, 2019: from 1:00-6:00p.m.]*

Parents are encouraged to participate in Parent Teacher Organizations and other parent programs, including review of Title One potential programs, and in Arkansas Comprehensive School Improvement Planning (ACSIP).

Crawford Elementary School Building staff will keep parents informed about parental involvement programs, meetings, and other activities they could be involved in.

All such communication shall be, to the extent practicable, in a language the parents can understand. Parents are requested to contact *Shavon Jackson*, Principal, for additional information regarding language and other accommodations needed.

For information about parent volunteer opportunities-call *Shavon Jackson, principal @ 968-4677*

Russellville School District provides support for language translations of written and verbal communication such as School Messenger as well as Interpreters at regularly scheduled Parent Teacher and other conferences and meetings.

Crawford Elementary staff will communicate with parents prior to placing their child in a program that is different from the regular curriculum; the school will ensure that parents of children identified limited English proficient students are provided with all required notice and information regarding the reason(s) for the identification of their child; the child's level of proficiency and how that was assessed; the status of academic achievement; methods of instruction used in the program; how the program will meet both strengths and needs of their child and specifically assist them in learning English and meeting age appropriate academic standards; specific exit requirements of the program; and how the program meets the needs of a child with any identified disability under IDEA; and all parental rights in writing including the right to decline enrollment in the program; remove their child from the program; and to select among other options if available. Similar services shall be provided to parents of students who may be identified as disabled under IDEA.

Crawford Elementary staff will provide resources to parents in ensuring that **parents receive assistance in understanding such topics as Common Core standards and student academic achievement standards** as well as state assessments. **Locally used assessments** such as DRA, progress monitoring, Eureka Math assessments and teacher-made assessments will be included in this process. **Parents will receive ongoing information about the transition to Common Core in Arkansas and the District.** *[Responsible: Shavon Jackson, Principal; Karie Kuras, Elementary Director of Instruction: Ongoing]*

GOAL FOUR: Crawford Elementary School and Russellville School District will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy and plans as they relate to strategies for increasing parental participation and identifying barriers to greater participation:

To ensure the continued improvement of the District's parental/community involvement program, an annual review of parental involvement policies/plans will be conducted to examine their effect on promoting higher student achievement. A committee consisting of parents and other community members, school staff, and member(s) of the administration shall do the review. *[Responsible: District ACSIP and Parent Involvement Committee]* Each school in the District receiving Title One, Part A of the Elementary and Secondary Act (ESEA) funding shall at least annually involve parents in reviewing the Title I program, the policy, and the plan to ensure continued improvement. *[Responsible: School ACSIP and Parent Involvement Committee]*

The existing parent involvement policy will be reviewed for compliance with all current federal and state legislation and a recommendation for any additions, corrections, or deletions brought to the School Board Policy Committee for consideration no later than the January 2018 meeting. The Arkansas School Board Association Recommended Policies will be utilized in addition to Non Regulatory Guidance and other relevant resources. *[Responsible: Shavon Jackson, Crawford Elementary Principal; Alene Bynum, Assistant Superintendent; Jenny Barber, Federal Programs Supervisor/ACSIP Chair: by January 6, 2018.]*

The existing Crawford Elementary parent involvement plan will be reviewed annually prior to submission for inclusion of appropriate content. *[Responsible: Shavon Jackson, Principal]*

Russellville School Superintendent: Dr. Mark Gotcher

Russellville School Board:

Jami Mullen- President

Morgan Barrett-

Chris Cloud

Alan George

Jason Golden

Jeff Phillips

Wesley White

RUSSELLVILLE SCHOOL DISTRICT VISION:

Russellville School District Educates, Equips, and Empowers all students to be productive, contributing members of their school, their community, and their world.

RUSSELLVILLE SCHOOL DISTRICT BOARD OF EDUCATION GOALS:

Goal #1: Increase proficiency and use of technology in the classroom

Goal #2: Increase the number of students excelling beyond grade level

Goal #3: Provide an environment that is conducive to emotional and physical well-being by promoting good citizenship

Goal #4: Improve communication and information availability within the district

Goal #5: Develop long-term financial goals

THIS SUMMARY IS PROVIDED FOR STUDENT HANDBOOK/ FAMILY AND COMMUNITY ENGAGEMENT PLAN INCLUSION

The full text of the Family and Community Engagement Plan for the District may be obtained through the District web site <http://www.russellvilleschools.net> Please choose "Explore RSD", "Documents", "State Required Information" buttons. Choose the current school year folder, then choose "Family and Community Engagement plans". A plan for each building and for the District is included.

RUSSELLVILLE SCHOOL DISTRICT VISION:

Russellville School District Educates, Equips, and Empowers all students to be productive, contributing members of their school, their community, and their world.

The Russellville School District school board and administration understand the importance of engaging families, parents, and the community as a whole in promoting higher student achievement. The District Family and Community Engagement Plan is reviewed annually, and includes goals for improving and continuing parent and community engagement in education:

- Goal One: The District will **promote and support Family and Community Engagement** through surveys, written information, the web site and other publications, and annual parent meetings.
- Goal Two: The District **will assist school buildings in promoting and improving** parental involvement.
- Goal Three: The District will ensure that **school principals, teachers, and parents** receive information and training in promoting Family and Community Engagement and communicating with parents.
- Goal Four: The District **will include parents in evaluating and improving** the ways in which schools and teachers communicate with and involve parents.
- Goal Five: The District **will include parents in joint review and development of the Title I Plan** for buildings.

Please contact your school building principal for additional information and assistance with involvement.

You are asked to let us know that you have received this information in your student handbook by signing the assurance page included for you.

CRAWFORD PLANNED PARENT ACTIVITIES

DESIGNED TO ASSIST PARENTS WITH INCORPORATING DEVELOPMENTALLY APPROPRIATE LEARNING ACTIVITIES INTO THE HOME ENVIRONMENT AND OTHER ACTIVITIES DETERMINED BY THE SCHOOL TO HELP A PARENT ASSIST IN HIS/HER CHILD'S LEARNING:

August 23, 2018	Title One Meeting	5:30
September 27, 2018	Crawford Literacy Night	6:00
December 4, 2018	Family Coding Night	6:00
April 18, 2019	Crawford Math/Science Night	6:00
February 15, 2019	Crawford Family Dance	6:00
January 17, 2019	Academic Success Night	6:00

Other dates are to be included in the September family kit/packet. Additional information will be sent out to parents as plans are finalized. Please call Shavon Jackson, principal for more information @ 479-968-4677.