



OAKLAND HEIGHTS ELEMENTARY SCHOOL

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Russellville, AR 72801
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FAMILY AND COMMUNITY ENGAGEMENT PLAN 2018-2019 SCHOOL YEAR

Liz Mullins, School Climate Committee Chair,
ACSIP Co Chair
Lynette Ditto, ACSIP Co Chair

Liz Mullins

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Sheri Shirley, Principal

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Lynette Ditto

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Oakland Heights Elementary School serves students Kindergarten through Fourth Grade

**Oakland Heights houses Pre-Kindergarten classrooms administered by
Russellville School District**

Free and Reduced Lunch Program Participation: 83%

Oakland Heights is designated a Title One School Wide School under ESEA Reauthorized.

Oakland Heights Elementary School, Kindergarten-Fourth Grade

Oakland Heights Elementary School Family and Community Engagement

and

School Climate Committee:

Liz Mullins, Co-Chair ACSIP, Family and Community
Engagement Facilitator
Lynette Ditto, Co-Chair ACSIP
Jullie Campbell, Counselor
Danielle Stewart, District ELL
Sheri Shirley, Principal
Anne Goemmer, PTO President
John LaFave

Marcia Monk
Tracy Dunn
Angela Wiest
Talina Tankersley
Steven Minnear
Tammy Janssen
Kara Wilson
Cheslea LaRue

Oakland Heights Elementary School Parent Teacher Organization:

President – Anne Goemmer

Treasurer – Miranda Harris

Vice President – Erica Bradley

Secretary--Melissa Fendley

**PARENTS WHO NEED ADDITIONAL INFORMATION ABOUT THE
OAKLAND HEIGHTS ELEMENTARY SCHOOL FAMILY AND COMMUNITY ENGAGEMENT PLAN OR
FAMILY AND COMMUNITY ENGAGEMENT REQUIREMENTS PLEASE CONTACT:**

Sheri Shirley, Principal
sheri.shirley@russellvilleschools.net
479-968-2084

OAKLAND HEIGHTS ELEMENTARY

Oakland Heights is a learning community that is committed to bringing high levels of success for all students. We recognize that it takes all of us to raise a child. We work to assure student success through the following Vision:

Oakland Heights will challenge students with high academic expectations, provide them with civic, social, and cultural experiences and develop leadership abilities in order to build the capacity within students to be productive, high achieving members of society.

FAMILY AND COMMUNITY ENGAGEMENT PLAN GOALS FOR 2018-2019:

Oakland Heights Elementary School's School Climate/Family and Community Engagement Committee prioritizes 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 Family and Community Engagement Plan:

- Communication between home and school is regular, meaningful, and includes information from each view point.
- 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 Family and Community Engagement.
- Community and other resources are made available to parents and teachers.

GOAL ONE: Oakland Heights Elementary School will engage in effective family and community engagement strategies and support partnerships among school, parents, and the community to improve student achievement and to create a School Climate that promotes parent participation:

Oakland Heights Elementary will maintain, publish, and review regularly the Family and Community Engagement Plan.

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

The Family and Community Engagement plan will be reviewed annually by October 1.

Oakland Heights 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. **There is a list attached at the end of this plan with the contents of Oakland's packets.**
[Responsible: Sheri Shirley Principal; and Liz Mullins, Family and Community Engagement Facilitator Annually: October 1]

Oakland Heights Elementary will involve parents in the decision making process, and will involve them in decisions regarding Title One Family and Community Engagement expenditure decisions.

Oakland Heights Elementary will annually survey parent interest in volunteering at school through a uniform District survey sent with student packets in the fall each year. The responses will be maintained and utilized for contacting parents for volunteering. The school will solicit information about interests, frequency of availability, options for volunteering from home and to engage in other activities to welcome parents as volunteers. A parent volunteer resource book will be provided to all parents. *[Responsible: Sheri Shirley, Principal; and Liz Mullins, Certified Parent Facilitator: Annually in August and September]*

GOAL ONE CONTINUED

Oakland Heights will have a **designated certified Family and Community Engagement facilitator**, Liz Mullins, appointed by the building principal. Mrs. Mullins 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, family, and community participation is recognized as an asset to the school. *[Responsible: Sheri Shirley, Building Principal, and Liz Mullins, Certified Parent Facilitator: Annually in August and September]*

Parents will be consulted regarding planning for Family and Community Engagement and in the consideration of programs.

Oakland Heights' teachers will send home **curriculum based homework assignments** which meet the needs of students through differentiation. These will be sent home weekly.

An **Annual Public meeting** shall be scheduled at **Oakland Heights** prior to November 15, annually for reporting to parents and patrons the school's progress in meeting state and federal standards for achievement. Family and Community Engagement Meeting/Open House/Report to Patrons will be held in August or September each year. During this meeting parents will receive information regarding assessment practices and Smart Core. 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's and school's curriculum is aligned with the assessments and how parents can work with the district to improve their child's academic achievement; a separate meeting will be detailed for Title I information.

Oakland Heights: scheduled prior to November 15 each year Annual Public Meeting and Report to Patrons. *[Responsible: Sheri Shirley, Principal]*

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

Additional Parent Meetings and Events for Oakland Heights are included in a schedule/calendar on the District web page: <http://russellvilleschools.net>. Oakland Heights also posts a calendar on the school web site and a calendar is attached at the end of this plan.

Oakland Heights Elementary shall maintain an identified Parent Center and maintain information for parents and will advertise selections available periodically. It is located at Oakland in the Instructional Facilitator's Room (Liz Mullins) and is open during school hours....parents and/or teachers submit a prescription with items needed and the parent facilitator fills the prescription. *[Responsible: Sheri Shirley, Principal; Liz Mullins, Certified Family and Community Engagement Facilitator; Ongoing]*

Oakland Heights 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: Sheri Shirley, Principal: to notify designated directors, supervisors, and coordinators: Ongoing]*

Oakland Heights 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. The school strives to provide a warm and welcoming environment and an open invitation for families through multiple activities.

GOAL ONE CONTINUED

Oakland Heights Elementary School web site will be maintained with appropriate Family and Community Engagement plans and information annually [Responsible: Sheri Shirley, Principal to supply information to James Foster, Director of Instructional Technology and Web Master: Annually by November 1. In addition, at Oakland Heights, the principal will maintain a building level website with pertinent information for parents and the community. The Media Specialist, Mrs. Darla Taylor keeps the website updated with information along with the Parent Teacher Organization. Oakland Heights has a Facebook page that allows announcements and messages to be pushed out through social media.

Oakland Heights Elementary School leadership team, along with the Oakland Heights' staff and parents, will address any physical safety concerns in and around the building.

Oakland Heights Elementary will provide multiple Parent Education Seminars to meet the diverse needs of parents. Parents choose which sessions to attend. Topics include academic needs, behavioral issues, parenting resources, etc. Additional PTO sponsored events are scheduled and are listed on the web site and calendar.

Oakland Heights Elementary will review with parents Title One, Part A of the Elementary and Secondary Act (ESEA) as revised, requirements for School Wide Status and Title I related Parental Involvement tasks. [Responsible: Sheri Shirley, Principal and Oakland Heights Elementary ACSIP Committee: ongoing]

Each school receiving Title I funding shall develop a plan for family and community engagement 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.

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 (ren). ***Oakland Heights's meeting will be held as a separate meeting and documented by November 15 annually.***

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.

Oakland Heights Elementary is not currently identified at any level of School Improvement due to failure to meet Adequate Yearly Progress as listed in ESEA/Arkansas State Accountability Workbook. Parental notice process under this category is therefore not required.

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

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

Oakland Heights Elementary will maintain a coordinated Family and Community Engagement program in which the involvement and engagement activities enhance the involvement strategies of other programs, including Title I, Special Education, English Language Learners, and other programs for students.

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

Oakland Heights Elementary will continue to collaborate and coordinate with area Private Providers of Early Childhood Programs as well as local Save the Children Agency and local Arkansas Better Chance for Success Providers Friendship Community Care, ABC Children's Academy, and other providers. 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: Oakland Heights will have a family night for pre-Kindergarten children. Kindergarten Teachers will provide information on the Kindergarten Curriculum.

Oakland Heights Elementary Parent coordinator and the Family and Community Engagement Committee will coordinate academic nights for parents and students to increase student success with academics. Teachers and staff will collaborate with parents to determine a plan for students requiring an AIP, IRI, IEP or Tier III interventions. Parents will be encouraged to actively participate in the creation and implementation of plans to improve students' mastery of academic skills, and will be provided with specific strategies to assist children.

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.

Oakland Heights Elementary Family and Community Engagement Committee in collaboration with the District Family and Community Engagement 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 Oakland Heights 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: Family and Community Engagement Committee: Ongoing]

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

Oakland Heights Elementary will ensure the provision of annual training for all teachers and specialists, the principal, and certified Family and Community Engagement facilitator - and will provide the support necessary to enable them to plan and implement effective parental involvement activities (annually or as part of the required professional development). *[Responsible: Sheri Shirley, Principal, or designee: by May 30 annually.]*

Oakland Heights Elementary will schedule two Parent Teacher Conferences annually, and shall provide as well alternate or flexible scheduling for those parents who may not be able to attend scheduled dates or times. *[Building Principals and Teachers: October 22, 2018; February 12, 2019.]*

Parents are encouraged to participate in Parent Teacher Association and other parent programs, including review of Title One potential programs, and in Indistar.

Oakland Heights Elementary School Building staff will keep parents informed about parental involvement and family and community engagement programs, meetings, and other activities they could be involved in. These opportunities for the current school year are listed in an attachment to this plan.

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

Oakland Heights 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.

Oakland Heights Elementary staff will provide resources to parents in ensuring that parents receive assistance in understanding such topics as Arkansas academic content standards and student academic achievement standards as well as state assessments. Locally used assessments such as iStation assessment data and teacher produced tests will be included in this process. *[Responsible: Sheri Shirley, Principal; Dr. Chris Barnes, Elementary Director of Instruction: Ongoing]*

GOAL FOUR: Oakland Heights Elementary School and Russellville School District will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the family and community engagement 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. The review shall be done by a committee consisting of parents and other community members, school staff, and member(s) of the administration. *[Responsible: District ACSIP and Family and Community Engagement Committee annually]* 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 Family and Community Engagement Committee; annually]*

The **Oakland Heights Family and Community Engagement Committee**, along with the school counselor **will survey school patrons** and staff members to determine areas of concern and the interest of parents to develop a greater home and school partnership.

The annual review will be utilized to educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement Family and Community Engagement programs that will promote positive partnerships between the school and parents. *[School District Leadership by March 1, annually]*

The existing Family and Community Engagement 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 meeting annually. The Arkansas School Board Association Recommended Policies will be utilized in addition to Non Regulatory Guidance and other relevant resources. *[Responsible: Sheri Shirley, Oakland Heights Principal; Alene Bynum, Assistant Superintendent; Jenny Barber, Federal Programs Supervisor/ACSIP Chair: by January annually]*

The existing Oakland Heights Elementary Family and Community Engagement plan will be reviewed annually for inclusion of appropriate content. *[Responsible: Sheri Shirley, Principal: prior to October 1 annually]*

RUSSELLVILLE SCHOOL DISTRICT

Mark Gotcher, Superintendent

Russellville School Board:

Wesley White

Allen George

Jason Golden

Jami Mullen

Morgan Barrett

Jeff Phillips

Chris Cloud

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.

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:

Volunteers are coordinated through either our Parent Coordinator (WatchDog Dads, Tech students, etc.) or our PTO Officers (parent volunteers).

Additional Calendar Dates are on the following pages:

Oakland Heights Calendar Activities

2018-2019

Date	Time	Activity
8/09	4:00-6:00 pm	Meet the Teacher
8/13	7:50 am	First Day of School
8/28	6:00-7:00 pm	Watch Dog Pizza Night
8/30	6:00 pm	Boy Scout Rally Night
9/03		No School/Labor Day
9/06	4:00 pm	PTO Meeting
9/14		5 Week Progress Reports Go Out
9/17	Kindergarten Lunch	Kindergarten Grandparents Day
9/18	1 st Grade Lunch	1 st Grade Grandparents Day
9/19	2 nd Grade Lunch	2 nd Grade Grandparents Day
9/20	3 rd Grade Lunch	3 rd Grade Grandparents Day
9/21	4 th Grade Lunch	4 th Grade Grandparents Day
9/21	TBA	OHE Football Night @Cyclone Stadium
10/01		PTO Pumpkin Decorating Contest Begins
10/01		Hearing and Vision Screenings
10/04	4:00 pm	PTO Meeting
10/05		PTO Pumpkin Decorating Contest Ends
10/09	8:30 am	Fall Lifetouch Pictures
10/10		End of Quarter
10/12	6:00-8:00 pm	O'Down

10/15		Scholastic Book Fair Begins
10/15		Flu Clinic Flu Clinic Week 10/15-10/19
10/19	All Day	3rd Grade Kickball Tournament
10/22	1:00-7:00 pm	No School/Parent Teacher Conferences K-5
10/23	1:00-7:00 pm	No School/Parent Teacher Conferences 6-12
10/24	1:00 pm	Scholastic Book Fair Ends
10/24	K-8:30 am 1-1:15 pm 2-2:00 pm	1st Quarter Awards
10/25	3-2:00 pm 4-1:15 pm	1st Quarter Awards
11/01	4:00 pm	PTO Meeting
11/12	8:30 am	Fall Lifetouch Picture Retakes
11/14		Progress Reports Go Out
11/15	Flyer Coming Soon with Details	Thanksgiving Lunch
11/19		No School/Professional Development/Flex
11/20		No School/Professional Development/Flex
11/21-11/23		No School/Thanksgiving Holiday
12/03		PTO Christmas Tree Challenge Begins
12/05	9:00 am	OHE Spelling Bee
12/06	4:00 pm	PTO Meeting
12/11	2:00 pm 6:30 pm	3rd Grade Christmas Musical

12/14		PTO Christmas Tree Challenge Ends
12/20		End of Semester
12/21-1/06		No School/Christmas Holiday's/New Year
1/07		First Day of 3rd Quarter
1/10	4:00 pm	PTO Meeting
1/10		1st Semester Report Cards Go Out
1/17	K-8:30 am 1-1:15 pm 2-2:00 pm	2nd Quarter Awards
1/18	3-2:00 pm 4-1:15 pm	2nd Quarter Awards
1/21		No School/Professional Development/Flex
1/24	6:00 pm-7:30 pm	Book Bingo Night
1/30	8:30 am	Lifetouch Class Pictures
2/01		Winter Readers Hot Chocolate Celebration
2/04		PTO Candy Bar Sales Begin
2/04		Scholastic Book Fair Begins
2/07	4:00 pm	PTO Meeting
2/11	1:00-7:00 pm	No School/Parent Teacher Conferences 6-12
2/12	1:00-7:00 pm	No School/Parent Teacher Conferences K-5
2/13	1:00 pm	Scholastic Book Fair Ends
2/22		PTO Candy Bar Sales End
2/25		OHE Dr. Seuss Celebration
3/05	8:30 am	Spring Lifetouch Pictures

3/07	4:00 pm	PTO Meeting
3/12	2:00 pm	2nd Grade Musical
3/12	6:30 pm	2nd Grade Musical
3/14	All Day	2nd Grade Lifetime Fitness Days
3/15	All Day	2nd Grade Lifetime Fitness Days
3/15		End of 3rd Quarter
3/16-3/24		No School/Spring Break
3/25		First Day of the 4th Quarter
3/29		Report Cards Go Out
4/04	4:00 pm	OHE PTO Meeting
4/04	K-8:30 am 1-1:15 pm 2-2:00 pm	3rd Quarter Awards
4/05	3-2:00 pm 4-1:15 pm	3rd Quarter Awards
4/09	8:30 am	Kindergarten Cap and Gown Pictures
4/19	6:30 pm-8:00 pm	Dancing Through the Decades
4/24		5 Week Progress Reports
4/26	6:00 pm-8:00 pm	PTO Parent Night Out
4/29-5/03		ACT Aspire Testing 3rd and 4th Grades
5/02	4:00 pm	OHE PTO Meeting
5/03	All Day	4th Grade Track Meet
5/05	4:00 pm-6:00 pm	STEPS Dance Recital
5/10	9:00 am	Book Character Parade
5/14	K-9:45 am	End of Year Awards

	1-1:30 pm	
5/15	2-9:45 am 3-1:30 pm	End of Year Awards
5/16	4-9:45 am	End of Year Awards
5/16	1:00 pm	2 Hour Early Dismissal/Teacher Recognition
5/17	All Day	OHE Field Day
5/20		OHE Make-Up Field Day
5/21	9:00 am	Kindergarten Graduation Practice
5/21	1:00 pm	4th Grade Graduation Practice
5/22	9:00 am	Kindergarten Graduation
5/22	1:00 pm	4th Grade Graduation
5/24		End of 2nd Semester/Last Day of School if No Snow Days

January 14, May 28, 29, 30, 31, June 3

Make-Up Days for Inclement Weather

HIS 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.