**Paris Elementary School**

**Parental & Family Engagement Plan**

**2022-2023**

Paris Elementary School recognizes that education is a shared responsibility of the school and family. The academic achievement of the children is improved when parents are actively engaged in their children’s education and can work as knowledgeable partners with teachers and staff members.

**The goal of the Paris Elementary Parent & Family Engagement Program is to foster and support active parent involvement in grades kindergarten through fourth grade.**

**Priority 1: To maintain open, two-way communication between the home and school.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** | |
| **Open House**  Meet the parents, discuss policies, promote school involvement | Lakaen Schluterman, Principal  Dana Taylor, Coordinator | August | Parent Handouts  Classroom Teachers  Parent Involvement Center | |
| **Information Packet**  Handbook, policies & procedures, parent survey, family kit | Lakaen Schluterman, Principal  Handbook Committee  Dana Taylor, Coordinator | August and as students enroll | Handbook  Parent Involvement Center  Teachers | |
| **Report to the Public**  Annual overview of school progress, programs, and opportunities for students and parents | Lakaen Schluterman, Principal  Curriculum Dir.  Superintendent | Fall | District | |
| **Parent-Teacher Conferences**  Report progress of students, discuss concerns, provide resources & materials to assist with learning | Lakaen Schluterman, Principal  Classroom Teachers  Dana Taylor, Parent Coordinator | October  March  As Needed throughout the year | Report Cards  Counselors  Special Education Services  Parent Involvement Center | |
| **Monthly Newsletter**  Elementary updates of classroom news, upcoming events, parent tips | Dana Taylor, Parent/Volunteer Coordinator | September-May | Classroom Teachers  Parent Tips from Parenting Resources | |
| **Advisory Council**  Meet at least two times a year to discuss, plan and implement programs and make school improvement recommendations | Lakaen Schluterman, Principal  Grade Group Chairs  Dana Taylor, Coordinator  Advisory Council Members | Fall and Spring | ACSIP Plan  Student Performance Data  Parent Involvement Plan | |
| **Eschool**  Monitor a child’s progress, standards, and academic achievement. | Lakaen Schluterman, Principal  Dana Taylor, PES HAC | Entire School Year | | Classroom Teachers |

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| **+Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Readers in our School**  During National Reading Week volunteers from the community read books and do book talks with students at every grade level. | Dana Taylor, Parent Volunteer Coordinator  Ellen Phillips, Librarian | February  March | Parents  Community Members  District Administrators |
| **Community Job Fair**  Parents and community members visit K-4th grades to share information about careers. | Counselor  Dana Taylor, Parent/Volunteer Coordinator | February | Parents  Community Members |
| **Field Trips**  Students visit a variety of locations to learn more about our community and state. | Lakaen Schluterman, Principal  Classroom Teachers | September-May | Local Museums  Local Hospital  Mount Magazine State Park  Regional Library  Resources around State |
| **Health Fair**  In coordination with local physicians, students will learn about health care & careers and develop performances about good health. | Kim Hertlein, Community Health  Susan Hofman, Music Teacher  Paula Barnhill, PE Teacher  Dana Taylor, Parent Volunteer Coordinator | October | Local Physicians  Parent volunteers  Music/PE Classes |
| **Nursing Home Partnership**  Students visit nursing homes periodically to sing, share art, and get to know the residents and their stories. | Second Grade Teachers  Susan Hofman, Music Teacher  Dana Taylor, Parent Volunteer Coordinator | Throughout the Year | Nursing Home Administrator  Second Grade Students and Teachers |

**Priority 2: To promote the success of every student by collaborating with faculty and community members, responding to diverse community interests and needs, and mobilizing community resources.**

**Priority 3: To increase family involvement and resources that can be used at home for improved student academic achievement, and to involve families when recognizing student achievement.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Parent Resource Center**  A parent resource center will be maintained for parents to check out materials that can be used to support student learning at home. The Media Center’s designated shelf will offer book and other resources to assist with parenting questions. | Dana Taylor, Parent Volunteer Coordinator  Ellen Phillips, Librarian | Throughout the school year | School Media Center  Parent Involvement Center  Including games, books, folders, and other educational materials. |
| **Science, Literacy, Art, Math nights**  Families K-4 are invited to share nights to complete activities in literacy, math, and/or science. Activities are hands-on and encourage participants to work together. | Lakaen Schluterman, Principal  Dana Taylor, Parent Volunteer Coordinator  Cheryl Ivey, STEM  Ellen Phillips-Librarian  Classroom teachers | September | Classroom Teachers  Literacy, STEM, library, 65  art and Math Teachers  Volunteers  Families |
| **Family Projects**  Students and families work together to complete family projects related to units of study or as art projects for display in the halls and classrooms. | Dana Taylor, Parent Volunteer Coordinator  Classroom Teachers | Throughout the school year | Classroom Teachers  Art and Project Supplies  Families |
| **PTO/PTA**  Increase the enrollment and membership at Parent/Teacher conferences and other planned meetings. | Dana Taylor, Parent Volunteer Coordinator | Throughout the school year | Volunteers  Families |

**Priority 4: To increase and maintain an active Volunteer Program in order to assist teachers and improve the educational environment for children.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Volunteer Recruitment**  Conducted at the start of each semester to notify parents and community members of volunteer opportunities and to seek assistance for variety long and short-term tasks. | Dana Taylor, Parent Volunteer Coordinator | Throughout the school year | Parent Information Packets  Local Newspaper  Classroom Teachers community Members |
| **Volunteer Training**  Required for each volunteer to discuss school mission, purpose, confidentiality, and other issues related to volunteerism. | Dana Taylor, Parent Volunteer Coordinator | Throughout the school year | Volunteer Training Packs |
| **Coordination of Volunteer Services**  Volunteers are kept informed of needed services, given specific tasks and a place to work, and utilized efficiently to make the best use of volunteer time. | Dana Taylor, Parent Volunteer Coordinator | Throughout the school year | Parent Resource Center  Training for using necessary equipment  Necessary materials for completing tasks |
| **Volunteer Recognition**  Records are kept and sent to the Arkansas Department of Education in order to receive volunteer awards and recognition for program participants. A spring volunteer appreciation luncheon is hosted by teachers and staff. | Dana Taylor, Parent Volunteer Coordinator | Spring | ADE Award Program  Teachers and Staff Meal  Board Members- recognition  District Administrators- recognition  Volunteers |

**Paris Middle School**

**Family and Community Engagement Plan**

**2022-2023**

Paris Middle School will create an environment of collaboration and learning by nurturing strong relationships with families and community to improve student achievement, as measured by growth in the number of families and community members who attend a meeting or training from year to year.

The goal of Paris Middle School is to foster and support active parental and community involvement in grades 5-8.

**Priority 1: To maintain open, two-way communication between the home, school, and community.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Open House**  Meet the parents, discuss school policies, promote school involvement | Casey Mainer, principal | August | Classroom Teachers  Parent Handouts  Parent Involvement Center  Mentoring Volunteer Forms |
| **Weekly Updates**  Provide weekly updates to families and the community through social media (Facebook, Instagram). | Family and Community Engagement Coordinator | Start: August  End: May | Teachers  Classrooms  Parents  Administrative Staff |
| **Report to the Public**  Annual overview of school progress, programs, and opportunities for students and parents. | Curriculum Director  Superintendent | September | District reports and information |
| **Parent Teacher Conferences**  Report progress of students, discuss concerns, provide resources and materials to assist with learning. Provide parents with current reading grade level of students. | Casey Mainer, principal  Carla Suiter, Family and Community Engagement Facilitator | October  March  As needed throughout the year | Report Cards  Classroom Teachers  Counselor  Special Education Services  Parent Involvement Center |
| **eSchool**  Grade reports are sent home weekly via email to ensure that parents stay informed about student progress. | Casey Mainer, Principal | September- May | Teachers  Administrative Staff |

**Priority 2: To increase literacy and math competencies through parent and community involvement.**

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| **Action** | **Person Responsible** | **Timeline** | **Resources** |
| **Community Wide Events**  Schedule literacy, math, and science events:   * Bingo and Books * Author Visit * DEAR Day * Veterans Day Assembly * Create a Gingerbread House * Speed Dating with Books * Pi Celebration Day * STEM Night | Carla Suiter, Family and Community Engagement Facilitator | September - May | Community leaders  Teachers  Parents  Administrative Staff |
| **RTI Plans**  Continue to develop Response to Intervention plans for students at-risk of failure in literacy and math and monitor student progress. | Carla Suiter, Literacy/Math Intervention | September - May | Teachers  NWEA MAP assessments  Chromebooks  Newsela learning program  Sonday Intervention  School-wide remediation period |
| **Mentoring Program**  Maintain a mentoring program that involves community members, staff, and parents to support at-risk students. Train parents and community members, match students with a mentor from the community to provide guidance and tutoring. | Family and Community Engagement Coordinator | September - May | Community leaders  Staff  Parents  Administrative Staff |
| **Attendance Committee**  Provide an attendance committee to monitor excessive absences. Committee will conference with parents and student when the student has excessive absences. | Casey Mainer, principal  Trey Prieur, assistant principal | September - May | Administrative Staff  Teachers |

**Paris High School**

**Parental Involvement Plan**

**2022-23**

Paris High School recognizes that education is a shared responsibility of the school and family.  The academic achievement of the students is improved when parents are actively engaged in the education process.

**The goal of the Paris High School Parent Involvement Program is to foster and support active parent involvement in grades 9th thru 12th.**

Parent Involvement Coordinators and Facilitators will go above and beyond the requirements of Act 307 by actively seeking out the best practices to ensure that we are maximizing our opportunities to connect with parents.  Quarterly Meetings will be held with facilitators and coordinators from each campus to ensure that programs/resources are being coordinated.

**Priority 1:  To maintain open, two-way communication between the home and school**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |  |
| **Open House**  Meet the parents, discuss policies, promote school involvement | Mike Nichols, Principal | August | Parent Handouts  Classroom Teachers  Parent Involvement Center |  |
| **Information Packet**  Handbook, policies & procedures, parent survey | Mike Nichols, Principal  Handbook Committee  Vanessa Reeves, Coordinator  Marla Blaschke, Facilitator | August and as students enroll | Handbook  Parent Involvement Center  Teachers |  |
| **Report to the Public**  Annual overview of school progress, programs, and opportunities for students and parents | Mike Nichols, Principal  Federal/Programs- Curriculum Dir.  Jim Loyd, Superintendent | Fall | District |  |
| **Parent-Teacher Conferences**  Report progress of students, discuss concerns, provide resources & materials to assist with learning | Mike Nichols, Principal  Classroom Teachers  Vanessa Reeves, PI Coordinator  Marla Blaschke, PI Facilitator | October  March  As Needed throughout the year | Report Cards  Counselors  Special Education Services  Parent Involvement Center |  |
| **District Newsletter**  District updates of classroom news, upcoming events, staff & student achievements | Federal Programs - Asst Superintendent  Trey Prieur, Asst MS Principal | September-May | District Staff  Resources |  |
| **Advisory Council**  Meet at least two times a year to discuss, plan and implement programs and make school improvement recommendations | Mike Nichols, Principal  Sean O’Toole, ACSIP Chair  Advisory Council Members | Fall and Spring | ACSIP Plan  Student Performance Data  Parent Involvement Plan |  |
| **eSchool**  Monitor student's progress, standards, and academic achievement. | Mike Nichols, Principal | Entire School Year |  | Classroom Teachers |

**Priority 2: To increase literacy and math competencies through parent and community involvement.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Attendance Committee**  Provide a committee to monitor excessive absences and conference with parents and students when the student has excessive absences | Mike Nichols, Principal  Attendance Committee | Entire School Year | Administrative Staff  Central Office  Computers  Teachers |
| **Academic Improvement Plans**  Develop AI plans for students at risk of failure in literacy and math & monitor student progress | , Special Ed Liaison  Mike Nichols, Principal | September-May | Computers  Interim Assessments  Teachers  Title Teachers  Before/After School Tutors |
| **Field Trips**  Students visit a variety of locations to learn more about our community and state. | Mike Nichols, Principal  Classroom Teachers | September-May | Local Museums  Local Hospital  Mount Magazine State Park  Resources around State |

**Priority 3: PHS will strive to ensure that parents and community members are actively involved in the educational process.  We will exceed the requirements of the AR Act 307 of 2007.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Parent Center**  A parent center will be maintained for parents to have access to materials for student learning at home, to check grades, get scholarship information, etc..... | Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Throughout the school year | School Media Center  Parent Involvement Center |
| **Volunteer Resources**  Publish a volunteer resource book. | Mike Nichols, Principal  Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Entire Year | ACSIP Plan  Parent Surveys |
| **Parental Concerns**  Publish the process for resolving parental concerns in the handbook. | Mike Nichols, Principal | Entire Year | Handbook  Administrative Staff |
| **Facilitator & Funds**  Hire a parental involvement facilitator. Federal Funds will also be used to provide items above and beyond the PI requirements of Act 307. | Mike Nichols, Principal | Entire Year | ASCIP Plan  Title 1  Administrative Staff  Teachers |
| **PI Activities**  Parental Involvement activities will be evaluated to determine their effectiveness (percentage of parents @ conferences, activities, survey results, etc...) | Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Entire Year | Surveys  Sign-in Sheets  Attendance |

**Priority 4: To increase and maintain an active Volunteer Program in order to assist teachers and improve the educational environment for our students.**

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| **Actions** | **Person Responsible** | **Timeline** | **Resources** |
| **Volunteer Recruitment**  Conducted at the start of each semester to notify parents and community members of volunteer opportunities and to seek assistance for a variety of long and short-term tasks. | Vanessa Reeves, Parent Volunteer Coordinator | Entire Year | Parent Information Packets  Local Newspaper  Classroom Teachers Community Members |
| **Volunteer Training**  Required for each volunteer to discuss school mission, purpose, confidentiality, and other issues related to volunteerism. | Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Entire Year | Volunteer Training Packs |
| **Coordination of Volunteer Services**  Volunteers are kept informed of needed services, given specific tasks and a place to work, and utilized efficiently to make the best use of volunteer time. | Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Entire Year | Parent Center  Training for using necessary equipment  Necessary materials for completing tasks  Library |
| **Volunteer Recognition**  Records are kept and sent to the Arkansas Department of Education in order to receive volunteer awards and recognition for program participants. Volunteer of the Year is awarded at our end of the year Award Ceremony. | Vanessa Reeves, Parent Volunteer Coordinator  Marla Blaschke, Facilitator | Spring | ADE Award Program  Teachers and Staff Meal  Board Members- recognition  District Administrators- recognition  Volunteers |