

School Parent and Family Engagement Plan

Accepted: This form has been reviewed and little or no revisions need to be made. Please make any suggested revisions (if needed) and go to the Submit Forms/Reports tab to submit.

District Name:	Hope
Grades Levels:	K-4
Building Facilitator:	Casey Schoenberger
District Coordinator:	Portia Jones
Percent Free and Reduced Lunch:	100

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
Casey	Schoenberger	Coordinator
Ashlea	Stewart	Principal
Robin	Townsend	Asst. Principal
Pam	Lewallen	Asst. Principal
Kim	Hale	Teacher
Lacey	Robbins	Instructional Facilitator

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Daniel	Bramlett	Parent
Amy	Rodgers	Parent

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.

Hint

- School personnel will utilize the ThrillShare app, school website, Twitter, and Facebook to notify families and community members of events, things taking place at school, etc.
- Monthly school newsletter which includes event, strategies for helping student, health tips, etc. information.
- Weekly classroom newsletter
- Stickers (title & time of event)- students wear home
- Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

- The school will provide to parents reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events.
- The school will offer parents a special workshop each year on the school's approach to school improvement.
- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the School-wide Title I Plan and how to get a copy upon request.
- Computers will be available daily for parent use to access their child's grades and Kickboard activity.

Schoenberger, Lewallen, Townsend, Karber, Stewart, Teachers; 870-722-2723

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.)

Hint

- Open House: August, 3:30-7:30
- Monthly Parent Coaching Meetings: Shepherding A Child's Heart; meetings will start at 5:30.
- Parent-Teacher Conferences: September & February, 3:30-7:30; parents will be able to schedule an alternative meeting time if needed.
- Annual Report to the Public Meeting- 8:30AM (upon parent request)/4:30PM & Title I Meeting 9:00AM (upon parent request)/5:00PM: September 18
- Monthly Parent & Family Engagement Events: Fall festival, game night, literacy night, math/science night, nutrition and wellness night,
- Weekly Mentor/Gentleman's Club Lunch: fathers & men from the community have lunch with our 4th grade boys to promote kindness, respect, responsibility, leadership, (gentlemanly attributes).
- Parent Center: Open daily from 8:00 - 3:00 and Thursday nights 4:00 - 7:00. Staff on Thursday evenings will provide parents with information on using the materials and strategies to assist in their child's learning. Information will be provided in English & Spanish. Parent coaching/instruction provided to enable parents to help child with homework and studying.
- Grandparent's Day: September 10, 11, & 12.; Veteran's Day: October
- Parent orientation for incoming Kindergarteners: May; parents are provided with school information, parent & teacher compact, strategies for assisting child and learning materials.
- Awards assembly presentation: 2 times a year; presentations of awards will be done by grade level.
- Monthly award: Student of the Month - students receive a trophy and a picture of the student with the award is sent home to parents.
- Monthly PTO Meetings: Grade level/groups will provide programs. Parents will have opportunity to visit Parent Center to check out learning tools during this time period.

Schoenberger, Stewart, Lewallen, Townsend, Bobo, Bennett, Fox, Green, Conway; 870-722-2723

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

Hint

- CPS will work with BHE and HAPS to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Students will tour both schools; BHE in April and HAPS in September. Parents have opportunity of accompany their child on the tour.
- CPS will provide opportunities for parents and community members to support the instructional program through our Class Reader Program.
- CPS teachers were provided professional development on Parent and Family Engagement led by district staff in August.
- Class surveys will offer opportunities for parents to volunteer. Based on survey results/parent interest, volunteers will be determined for: Field Day, Thanksgiving Feast, Christmas & Valentines parties, field trips, class readers, Book Fair.
- Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation by the Parent Center staff: roll play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, and parents will have the opportunity to learn about healthy snacks at Parent Involvement Nights sponsored by community organizations.

Schoenberger, , Karber, Bobo, Bennett; 870-722-2723

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

Hint

School staff, parents, and students will review the school-parent-student compact and sign. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact. Random sampling of signed compacts are in parent and family engagement binder.

Lewallen, Schoenberger; 870-722-2723.

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?

Hint

- CPS will involve parents on school improvement planning committees.
 - The CPS Parent Teacher Organization will foster parental and community involvement within the school.
 - The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. Parent ideas/suggestions will be recorded in the meeting minutes.
 - The school will recruit alumni to create an alumni committee to provide input for school improvement.
 - Utilize the Pre-K/Kindergarten committee to foster smooth transition to Kindergarten.
 - Include Pre-K in Grandparents' Day activities as well as Donuts with Dads and Muffins with Mom.
 - Include Pre-K in the fall festival, planning, and activities.
 - Schoenberger, Fox; 870-722-2723
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6. How will your school provide resources for parents?

Hint

- Parent Center- Parents may visit the parent center to check out materials to be used at home 8:00-3:00 daily and Thursday evenings 4:00 to 7:00.
- Parents have access to computers at CPS to review their child's grades and Kickboard activity as well as visit educational Web sites.
- Families receive learning resources upon enrollment in Kindergarten.
- Books are given to all Kindergarten through third grade students at the end of each year to promote summer reading and engage families in the importance of reading.
- To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- 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 can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...).
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- Parent and Family Engagement Activities: August-Open House; September-Grandparents Day Celebration, Parent Teacher Conferences, & Parent Coaching; October-Parent Coaching, Dyslexia Training with Parents, & Honor Roll assemblies; November-Parent Coaching, & Fall Festival; December-Parent Coaching & Family Game Night (families leave with a game); January-Parent Coaching, Family Reading Night (families leave with books for home libraries), and Honor Roll Assemblies; February-Parent Coaching & Parent Teacher Conferences, March-Parent Coaching, Donuts with Dads, & Honor Roll Assemblies; April-Parent Coaching & Science/Math Night; May-Parent Coaching, Muffins with Mom, & Honor Roll Assemblies.
- Create a parent center.
- CPS has a certified staff member designated to serve as the parent facilitator.

Schoenberger, Karber, Gray (translator/certified teacher); 870-722-2723

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

Hint

- The school will engage parents in the annual evaluation of the Title I. The Title I committee, made up of teachers, parents 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 and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; and (3) engagement of parents in activities to support student academic growth.
- Parent & Family Engagement Committee Meetings. Discuss positives and negatives in opportunities/events and brainstorm ideas for new opportunities.

Schoenberger, Stewart, Lewallen, Townsend, Stewart, Hale, Bramlett, Rodgers, Robbins; 870-722-2723

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?

Hint

- The school will ask parents to fill out a parent interest survey at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically.
- We plan to utilize the survey by determining the needs and wants of our parents based on their responses.
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.

Schoenberger; 870-722-2723

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.)

Hint

CPS held the annual Title I meeting separate from any other meetings or activities to ensure that ample time was provided for description of Title I and Title I School-wide program, description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet, ESSA, parent involvement plan, parent right to know, disabled parent's access, state compliance procedure, and school improvement plan.

The agenda, the sign-in sheet, and minutes for this meeting are kept on file in the school Principal's office.

Stewart; 870-722-2723

*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 checked="" type="checkbox"/>		
2. Annual Schedule:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
3. Volunteer Opportunities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4. School-Parent-Compact:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
5. Involvement/Schoolwide Planning:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please review Hint for required activities	10/17/2018
6. Resources for Parents:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please review Hint for required activities	<input checked="" type="checkbox"/>
7. Evaluation of Efforts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
8. Parent Survey:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>

9. Annual Title I Meeting:	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
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