GREENE COUNTY TECH JR. HIGH SCHOOL

5201 WEST KINGSHIGHWAY

PARAGOULD AR 72450

870-215-4450

Parent and Family Engagement Plan

2020-2021

District Name:	Greene County Tech School District
Grades Levels:	8, 9
Building Facilitator:	Sherri McNamara
District Coordinator:	Kem Drake
Percent Free and Reduced Lunch:	47.5%

Title I Status

- ☐ Schoolwide
- ☐ Targeted Assistance
- ☑ Non-Title I School

Parent and Family Engagement Committee Members

First Name	Last Name	Position
Sherri	McNamara	Parent and Family Engagement Facilitator
Kerry	Combs	Teacher
Butch	Hamlett	Teacher
Matthew	Stewart	Teacher
Niki	Ryan	Parent

Nikki	Speer	Parent
Amber	Toombs	Parent

1: Jointly Developed

• The Greene County Tech Jr. High School Parent and Family Engagement Committee is responsible for creating the school's Parent and Family Engagement Plan as well as evaluating the effectiveness of the program.

• GCTJHS will provide for all parents and guardians with students in the junior high building an opportunity to complete an annual evaluation of the school environment, general curriculum, availability of teachers, staff, and administrators, and the general appearance of the school physical plant by use of a comprehensive assessment filled out by all stockholders with a connection to students in the junior high building. The evaluation instrument will help determine the effectiveness of the Parent Involvement Plan and show where possible changes may be made to strengthen the plan. Information will be collected showing the percentage of parents who actually choose to participate. This affords parents/guardians the opportunity to voice their specific needs, to comment on the effectiveness of our educational strategies, to voice their needs in relation to the school, and to give their support in the ongoing education of their student. (Michael Todd, Keith Metheny, Building Principals, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher 870-215-4450)

2: Annual Title I Meeting

• Greene County Tech Junior High School is not a Title 1 school. Any parent that has questions about Title 1 can contact Tammy Birmingham, Federal Programs Coordinator 870-215-4400, ext. 1029.

3: Communications

• Greene County Tech Junior High will start this 2020-2021 school year off with a Virtual Open House. The Virtual Open House will be presented using our building's Google Website. This site can be found at: https://sites.google.com/gctschools.net/gctjhs. Each teacher will introduce his or herself and describe a little bit about their role in the building. Each teacher will utilize Google Classrooms in their instruction.

• Greene County Tech Junior High sends home monthly to parents a newsletter informing them of important upcoming events. The newsletter includes school news, a calendar of school activities, parenting tips related to school achievement such as homework tips, organizational skills, study skills, and suggestions for dealing with problems and relationships that are unique to the junior high age student. (Michael Todd, Building Principal and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

• The Greene County Tech School District has a district website. The junior high school has a link on this site. Parents can keep up with the various events happening that are related to the junior high school, such as sports, academics, photos, extracurricular activities, etc. (Nathan Hill, Webmaster, Kerry Combs, Junior High Web Site Administrator, 870-215-4450)

• Greene County Tech School District utilizes eSchool which allows parents and students to check student progress on grades, completed and non-completed assignments, and attendance on a daily basis. Some teachers have set up their own websites where students can go to get information about a particular class. (Jessie Mann, Counselor, All Classroom Teachers, 870-215-4450)

• Mid-Quarter Reports are sent to parents at 4 1/2 weeks into each grading period to inform parents and students of their grade average. (Jessie Mann, Counselor and Homeroom Teachers, 870-215-4450)

• Grade reports are sent home by students at the end of every nine-week grading period. (Jessie Mann, Counselor and Homeroom Teachers, 870-215-4450)

• Student standardized test scores are sent home with students attached to the first quarter report cards. An explanation of the scores accompanies these test results. (Michael Todd, Keith Metheny, Building Principals, and Homeroom Teachers, 870-215-4450)

• Special invitations and notices are sent to parents concerning public meetings, conferences, Open House, and other meetings of interest to parents and students. (Michael Todd, Keith Metheny, Building Principals, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

• Notices of events of interest to parents are posted in the local newspaper, on the school TV site, on the school website, and on the sign in front of the school. (Michael Todd, Building Principal, Pamela Andrews, Tech TV Instructor, Nathan Hill, Webmaster, Kerry Combs, Junior High Web Site Administrator, Diane Rogers, Administrative Assistant, 870-215-4450)

• A Parent/Student Handbook is provided to all students and parents on the District Website. A hard copy of the Parent/Student Handbook is provided upon request. This

Handbook provides information concerning: schedules, rules, consequences for breaking rules, graduation requirements, the School Title I Plan and how to get a copy upon request, etc. and all routine activities of the school. Parents and students sign a Statement of Responsibility found in the front of the handbook acknowledging that the handbook was received and that they understand the contents therein. This Statement of Responsibility is returned to the homeroom teacher and is kept on file in the principal's office throughout the school year. (Michael Todd, Keith Metheny, Building Principals and Homeroom Teachers, 870-215-4450)

• Some teachers are using Remind101.com as an avenue to send students' and parents' text messages of important events and assignments and other pertinent information. (Any Classroom Teacher, 870-215-4450)

• The Junior High Principal uses Remind101.com as an avenue to send text messages of important Junior High School events to students and parents and other pertinent information. (Michael Todd, 870-215-4450)

• The Junior High has a Facebook page on which upcoming events and other pertinent information is posted. (Michael Todd, 870-215-4450)

• GCTJHS will distribute information packets each year concerning the school's Parent Involvement Plan, a survey of volunteer interests, recommendations of ways parents can become involved in their student's education, activities and events planned for the current school year, and ways in which parents can stay in touch with the school and the teachers through e-mail, notes, phone calls, eSchool, etc. (Michael Todd, Keith Metheny, Building Administrators, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

• Greene County Tech Junior High will take advantage of community resources by considering the recruitment of alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. (Michael Todd, Keith Metheny, Building Principals, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

• GCTJHS will continue to participate in the Partners in Education sponsored by the local Chamber of Commerce which allows the community to work together with the school to provide opportunities for parents and businesses in the community and teachers to work together in providing quality education for our student population. (Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450, Sherri McNamara, Partners In Education Junior High School Representative, 870-215-4450)

• GCTJHS provides school-based counseling through local counseling centers. (Jessie Mann, Michael Todd, Building Principal, Leslie Stallcup, Social Worker, 870-215-4450, Counselors with Families Inc. Counseling Services)

• A meeting with the teacher of a student is available upon request by the parent at all times. (Michael Todd, Keith Metheny, Building Principals and All Classroom Teachers, 870-215-4450)

• The school will hold a meeting to inform parents about the school's participation in the Title I program and to encourage them to be involved in reviewing the program and making requests that relate to their student. (Michael Todd, Keith Metheny, Building Principals 870-215-4450, Tammy Birmingham, Federal Programs Coordinator for the district, 870-215-4400.)

• Parent/Teacher Conferences will be held twice a year to enable parents to review their student's progress and discuss interventions, if necessary, to help improve the student's success in the classroom. Conference dates this year are: October 15, 2020 and February 11, 2021. (4:00-8:00 PM) (Michael Todd, Keith Metheny, Building Principals and All Classroom Teachers, 870-215-4450)

• Information of curriculum offerings is sent home with students who will be entering the eighth grade and ninth grade next school year. Teachers are available to answer questions concerning their classes. Help is provided with curriculum choices and graduation requirements. (Michael Todd, Keith Metheny, Building Principals, All Classroom Teachers, 870-215-4450)

Greene County Tech Junior High School will host/or has hosted:

School Pictures-September 21, 2020

Fields of Faith-October 14, 2020

Red Ribbon Week-October 23-31, 2020

Parent/Teacher Conferences – October 15, 2020; February 11, 2021

Flu Clinic-October 2020

Blended Instructional Days at home for students
(Staff will use these days for On Site PD):

September 25	October 30
November 20	December 18

January 18 February 26

March 19 April 23

FFA Member Dinner-April 28, 2021

Awards Day-May 2021

Possible events that will happen second semester (depending on COVID-19):

Celebrate Freedom Week Mini Choir Concert

GCT Choir Jr. High's Got Talent

4: School-Parent Compact

• A Parent-School-Compact has been created by the school staff, parents, and students. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which all will build and develop a partnership to help students achieve the state's high academic standards. A copy of this Parent-School-Compact is included in the Parent/Student Handbook and is signed by the student and the parent. A copy of this signed Parent-School-Compact is kept on file each year in the principal's office. All students are required to return this signed document. (Gene Weeks, Amy Lucius, District Administrators, 870-215-4400, Michael Todd, Keith Metheny, Building Principals, 870-215-4450 and Tammy Birmingham, Federal Programs Coordinator for the district, Student Handbook Revision Committee Parent Members, 870-215-4400.)

• GCT JHS will update its volunteer resource book annually and encourage teachers to utilize parent volunteers whenever possible. (Sherri McNamara, Parent Involvement Facilitator, 870-215-4450)

5: Reservation of Funds

• Greene County Tech Jr. High School is not a Title 1 school. Any parent that has questions about Title 1 can contact Tammy Birmingham, Federal Programs Coordinator 870-215-4400, ext. 1029.

6: Coordination of Services

• Greene County Tech Jr. High School provides opportunities for parents and community members to support the instructional program through guest speaker programs, chaperoning events, tutoring, theatrical programs, band and choir programs, JROTC events, Quiz Bowl tournaments, etc.

• Opportunities will be provided for instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment. Some ways of doing this are through a monthly newsletters filled with suggestions for both academic and daily living strategies for success, providing the State Department of Education website with tools for parents, assisting in modeling healthy living habits through health and family living classes, and through home visits by the school nurse and/or social worker. (Michael Todd, Building Principal, Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, Leslie Stallcup, Social Worker, Angie Tibbs, School Nurse, Denise Boling, Health Instructor, Ali Gage, Family and Consumer Science Instructor, 870-215-4450)

• To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. (Michael Todd, Keith Metheny, Building Principals, 870-215-4450)

• The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (Michael Todd, Keith Metheny, Building Administrators, 870-215-4450)

• GCTJHS includes parents in the development, implementation and evaluation of the school wide school improvement plan (ACSIP via Indistar). (Leigh Rogers, ACSIP (via Indistar) Chairperson, 870-215-4450)

• Parents are asked to serve on the Student Handbook Revision Committee each year. (Michael Todd, Keith Metheny, Building Principals, 870-215-4450)

• An opportunity is provided for parents to make suggestions and to share concerns about their student's education through attendance at various Advanced Placement Curriculum meetings for both grades 8 and 9 concerning their student's academic course choices and graduation requirements, and through a separate building Title I meeting. (Kem Drake, District Parent Involvement Coordinator, Michael Todd, Keith Metheny, Building Principals All Classroom Teachers, Tammy Birmingham, Federal Programs Coordinator, 870-215-4400.)

• Parents are given the opportunity to provide contact information for volunteering purposes on the annual Parent Involvement Survey. (Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

7: Building Capacity of Parents

• Greene County Tech Junior High realizes there will be times during this school year when parents have questions about certain things concerning their child's lessons or even working technology. We are committed to helping you with any needs you might have. Here are a few people you can contact to assist you with some of those needs: (870-215-4450)

- 8th Grade Virtual Learners-Contact Alissa Prather at Alissa.Prather@gctsd.k12.ar.us
- 9th Grade Virtual Learners-Contact Tony Boyd at Tony.Boyd@gctsd.k12.ar.us.
- Laptop help-Contact Leigh Rogers at Leigh.Rogers@gctsd.k12.ar.us.
- Zoom—Contact your child's classroom teacher through email
- Special Events—Check the Junior High's Special Events section on our Junior High Webpage at https://sites.google.com/gctschools.net/gctjhs or Sherri McNamara, Parent and Family Engagement Facilitator
- General Questions—Office 215-4450

• Information of curriculum offerings and academic requirements at the eighth and ninth grade level is sent home to Parents/Guardians so they are made aware of the graduation requirements for their student. (Michael Todd, Keith Metheny, Building Principals, 870-215-4450)

• TASSEL Time will be made available to students and parents. TASSEL Time is a comprehensive college planning tool assembled to include scholarship, career, athletic, collegiate, military, and career premier sites. It was created by counselors and designed to help students be successful in planning for the future. (Gene Weeks, Superintendent 870-215-4400)

• Sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for post-secondary opportunities.

• When funds are available, GCTJHS purchases parenting books, pamphlets, newsletters, magazines, and other informative materials regarding responsible parenting. These items are placed in the school library, the counselor's office, the principal's office, the social worker's office, and in the parent center. (Michael Todd, Keith Metheny, Building

Principals, Jessie Mann, Counselor, Leigh Rogers, Media Center Specialist, Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher, 870-215-4450)

• GCTJHS has established a parent center. It is located in Room 101 in the Junior High building. The hours of operation are Monday through Friday, 8 a.m. until 3 p.m. (Michael Todd, Keith Metheny, Building Administrators, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher 870-215-4450)

• Near the end of the year, a survey will be sent home to all parents/guardians for them to evaluate the effectiveness of the academic instruction, school environment, accessibility of school officials, and to evaluate opportunities they were given to be involved in their student's education. The Parent and Family Engagement Committee assists with interpretation and planning from the survey data. The data is used to select, plan and implement parental involvement activities offered throughout the following school year. (Michael Todd, Keith Metheny, Building Principals, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher 870-215-4450)

• An opportunity will be given parents at the beginning of the school year at the time of Open House for them to give information concerning the activities they feel will be most beneficial in the efforts to support their child academically. These suggestions will be used to plan parent involvement activities throughout the year. (Michael Todd, Keith Metheny, Building Principals 870-215-4450)

8: Building Capacity of School Staff

• Greene County Tech Jr. High School recognizes that parents play an integral role in supporting their student's academic success. GCT Jr. High strives to make its campus a welcoming place for parents and encourage their participation and support in their child's education. Procedures and training are in place to assist teachers in communicating and working with parents in this process.

• Two hours of professional development related to parent involvement for teachers and 2 hours for administrators will be required. The purpose of this training is designed to enhance the understanding of effective parent involvement strategies and to show ways to create a climate conducive to parent participation in the educational process of their student. (Gene Weeks, Amy Lucius, District Administrators, 870-215-4400 Michael Todd, Keith Metheny Building Principals, 870-215-4450)

• A certified staff member has been appointed by the building principal to serve as a parent facilitator. (Michael Todd, Keith Metheny, Building Principals, and Sherri McNamara, Parent and Family Engagement Facilitator, Business Teacher 870-215-4450)

• Included in the Parent/Student Handbook of GCTJHS is information concerning the policy and process for resolving parental concerns, including how to define the problem, whom to approach first, and how to develop solutions to concerns. (Michael Todd, Keith Metheny, Building Principals, 870-215-4450)

9: Building Capacity-Discretionary

• Greene County Tech School District employee's four social workers to support services for our students and families. The following are some of the services they provide to our families:

Food Backpacks
Clothing Closet
School Supplies
Hygiene Products
Home visits
Transportation
Medical, Dental, and Eye care appointments and assistance
Thanksgiving Boxes
Christmas Adopt a Child
Hair Cut Program
Application Assistance for Food Stamps, Medicaid, and other services
Referrals to outside agencies
Attendance/Truancy

For more information on these and other services available to parents please contact Leslie Stallcup, Social Worker 870-215-4450

• GCT Jr. High participates in the Partners In Education program through the Paragould Chamber of Commerce. Partners In Education is a volunteer program structured to build effective partnerships between the community and local schools to promote and enhance learning. Opportunities include Lunch Buddies, Career Orientation, Tutoring, School Event Participation, Job Shadowing, Christmas Sponsorship, etc. GCT Jr. High's Partners In Education Solution Services and Martin Sprocket & Gear. (Sherri McNamara, Parent Involvement Facilitator, 870-215-4450)