

## **Mt. Judea School Parent/Family/Community Engagement Plan 2018-2019**

### **Rainey Yeager, Parent/Family/Community Engagement Facilitator**

- List various communications strategies used in your school to provide additional information to parents/families/community and to increase parental/family/community involvement in supporting classroom instructions.
  - The Mt. Judea website (mtjudea.k12.ar.us) provides access to several key features:
    - Each Teacher at school has a classroom website, where parents can access pertinent information regarding that teacher's courses.
    - Parents can access their child's grades through the Home Access Center using an access code they receive at the beginning of the school year.
    - Parents may use email to communicate with members of the school staff.
  - Elementary grades 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 send a weekly newsletter home to parents/families informing them of what their child has been and will be learning.
  - Teachers contact parents/families on an individual basis to communicate about their child's progress.
  - Progress reports/report cards are distributed every four and a half weeks via parent/teacher conferences in September and February. End of the year report cards are mailed home.
  - An parent/family/community workshops or meetings held will be communicated through posting notices in school facilities, on the district website, and social media.
- List the proposed parent/family/community meetings, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental/family/community 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.)
  - Mt. Judea School host two parent/teacher conference sessions- September 13, 2018 and February 7, 2019.
  - Teachers will hold conferences individually with parents of children in their classroom. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts.
  - The counselors provide information to parents/families and students at each grade level to inform them about grade-specific college and career preparation, curricular opportunities, student assessments, etc.
  - The school works with the ABC facility to provide a smooth transition from one school to the next. The school will host special orientation programs for parents and students to help with the transition. Parents and students will have the opportunity to meet their new teachers at the Orientation/Open House.
  - The counselors host a Financial Aid Night, in conjunction with the fall Parent/Teacher conferences, where a speaker is provided to discuss Federal and State levels of financial aid for post-secondary education and support is available to help students and parents/families complete the FAFSA.
    - DATE TBD
  - Student Service Plan meetings are held in October. Trained school faculty meet individually with every parent/family and student, in grades 8-11, regarding class scheduling and college/career planning for the following year. These meetings are scheduled throughout the day, and parents/families have the opportunity to reschedule if their assigned time slot needs to be changed.
  - The counselor will host a Transition to High School meeting for 6th grade students and 8th grade students and their parents/families is held in conjunction with spring parent/teacher conferences to help provide a requirements, class scheduling, and expectations are all discussed.
  - A Title I school-wide meeting for parents/families will be held in the Fall to inform them about the school's participation in the Title I program and to encourage parents/families to be involved with reviewing and revising of the School's Title I Plan.
  - Mt. Judea School invites parents/families/community to volunteer in the following types of roles to increase their engagement and support for student learning:
    - Parent/Family Nights
    - Awards Day presentations/Award assemblies
    - Student Programs/Concerts
    - Mentor
    - Teacher/Library Aid
    - Reading buddy
    - Field Day Volunteer
    - Office Aid
    - Tutor

- Parent Education Workshops
    - Parent-School organization
    - Various committees
    - Open House/Orientations/CAPs/ Financial Aid
    - Special parent lunches
    - Book Fair helpers
  - During the 2018-2019 school year, no fewer than 2 hours of professional development for staff, will be provided to enhance understanding of effective parental/family/community engagement strategies and the importance of administrative leadership in setting expectations and creating an environment conducive to parent/family/community participation.
  - Parent/family/community Workshops will be held as needed on how to incorporate developmentally appropriate learning activities in the home environment.
- How will your school provide information to parents/family/community about volunteer opportunities (must include state mandated parent training)?
  - Mt. Judea School provides parents/families/community with opportunities to volunteer in various types of roles to increase their involvement and support for student learning.
  - The school solicits ideas for types of volunteer efforts and provides a list of these volunteer opportunities through the Volunteer Survey in the Parent/Family/Community Engagement Packet and during a volunteer orientation meeting. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.
- How will your school work with parents/family/community to create a School-Parent-Compact?
  - School staff and parents/families/community will develop a school-parent-student compact. This compact will outline how parents/families and school staff share the responsibility for improving student academic achievement and the means by which the school and parents/families will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact.
- How will your school provide opportunities for parents/families/community to be involved in the development, implementation and evaluation of the schoolwide school level improvement plan (SLIP), the Annual Title I Meeting to engage them in the decision-making process regarding the school's Title I,
  - Mt. Judea School will involve parents/families/community on Parent/family/community engagement and school improvement planning committees. To support this process, the school will offer training on how to contribute to this process in a meaningful way.
  - Through the Title I Annual Meeting, the school will engage parents/families/community in decision making about the allocation of its Title I, funds for parental/family/community engagement.
  - 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.
  - Mt. Judea School enables the formation of a Parent Teacher Partnership that will foster parental and community involvement within the school.
- How will the school provide resources for parents/families/community?
  - Mt. Judea School has designated Rainey Yeager to serve as a parent/family/community engagement facilitator.
  - Parent/families may check out materials, use the computer to check grades, and visit educational websites in the Parent Resource Center within the school. The Parent Resource Center is open every Monday through Friday, except on holidays, from 7:30 a.m. to 3:30 p.m.
  - Mt. Judea School distributes Parent/Family/Community Engagement Packets each year that includes a copy of the school's parent/family/community engagement plan, recommended roles for parents/families/teachers/students and school, suggestions of ways parents/families can become involved in their child's education, parent/family/community engagement activities planned for the current school year, information about the system that will be used to allow parents and teachers to communicate, and surveys for parent/family/community workshops and volunteer interests.
  - As funds are available, parenting books, magazines, and other informative materials regarding responsible parenting will be purchased. These materials will be available in the Parent Resource Center within the school. Parents'/Families/Community will be given the opportunity to borrow the materials for review.
  - Mt. Judea's process for resolving parental/family/community concerns, including how to define a problem, whom to approach first, and how to develop solutions is included in the school's policy handbook.
- How will your school engage parents/families/community in the evaluation of your parent/family/community engagement efforts?
  - The school will engage the parents/families/community in the annual evaluation of the Title I program's parent/family/community engagement efforts using a comprehensive needs assessment filled out by teachers, parents/families and school staff.

- The Title I Committee, made up of teachers, parents/families/community members and school staff, will determine the effectiveness of the parent/family/community engagement plan and make changes if warranted.
- How will your school use the parent/family interest surveys to select, plan and implement parent/family/community engagement activities that will be offered throughout the year?
  - Mt. Judea School asks parents to fill out a Parent/Family/Community Engagement Survey (found in the Parent/Family/Community Engagement Packet) during the beginning of school to gain information from parents/families/community concerning the activities they feel would be most beneficial in supporting their child academically. The results of the survey will be used to plan the parent/family/community engagement activities for the following year.
  - The activities that were suggested by the parents/families/community members and lead throughout the year will be evaluated overall at the end of the year as part of the annual parent/family/community engagement plan evaluation.
  - Mt. Judea School will conduct conferences and Parent/Family Night events to inform the parents of our students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
- 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.)
  - The school will conduct an Annual Title I meeting for parents/families/community of the students who participate in the Title I program.
  - The school will hold the Annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a 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. The agenda, the sign-in sheet and the minutes for this meeting will be kept on file.