

AR
 Hugh Goodwin Elementary School (El Dorado School District)
 201 East Fifth Street
 El Dorado AR 71730
 870-864-5071

School Parent and Family Engagement Plan

School Name:	Hugh Goodwin
Facilitator Name:	Kathy Sixbey
Plan Review/Revision Date:	9/25/2019
District Level Reviewer, Title:	Jay Vines
District Level Approval Date:	

Committee Members, Role:

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

First Name	Last Name	Position
Jesica	Collins	Principal
Nanette	Darden	Counselor

1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Hugh Goodwin involves parents on our school improvement planning committee. This committee met at the beginning of August before school started to review/revise our school compact and prepare for the new school year. Hugh Goodwin will have its first annual PAC meeting October 8, 2019. All decision making processes regarding our school's Title I, Part A program will be reviewed and discussed. The school will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school, staff, and parents training on how to contribute to this process in a meaningful way. The school will engage parents in decisions about the allocation of its Title I, Part A funds for parental involvement and encourage parents' input while creating our school improvement plan. Hugh Goodwin will invite two to three community members to serve on the parent advisory committee to provide advice and guidance for school improvement. Hugh Goodwin has a very active Parent/Teacher Organization that fosters parental and community involvement within the school.

- Hugh Goodwin staff will meet with Head Start faculty representatives to discuss transition for Prekindergarten students and strategies that Hugh Goodwin is using with our kindergarten students to help prepare preschoolers

for school.

- Hugh Goodwin will send out a parent surveys during the school year to assist in the evaluation of our school programs.

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Hugh Goodwin will conduct our annual Title I meeting for parents of the students who participate in the Title I, Part A Program October 8, 2019 at 5:30 p.m. in our school cafeteria. At this meeting, teachers will be introduced and an overview of the following topics presented: student performance on the 2019 state standardized tests, progress and information on proficiency level students are expected to meet, curriculum standards that students will learn during the 2019-2020 school year, and ways in which the students will be assessed in each grade.

Also, reviewed will be expectations that parents should have for their students during the current school year and ways in which parents can assist in their child's education. The state/district attendance policy will be reviewed along with Smart Core, and benefits of the El Dorado Promise. The agenda, the sign-in sheet, and the minutes for this meeting will be kept on file in the school's office.

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

The parent and family engagement policy will distributed to parents as part of the student registration packet which will be given the night of orientation August 7, 2019 from 12:00-6:00.

- Each classroom teacher will send home a folder containing student papers and work samples each Monday. Parents will be asked to sign the parent log in the folder and send it back to school.
- Hugh Goodwin teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- Hugh Goodwin teachers use Classroom Dojo for immediate parent communication. This program allows teachers to communicate positive comments as well as concerns.
- The school will provide to parents a progress report or report card every four weeks with information regarding their child's academic progress.
- During the 2019-2020 school year, Hugh Goodwin will hold two days of Parent Conferences. On September 23, discussion consists of an explanation of the student's academic progress and a review of 2019 state standardized test score. The second semester Parent Conference on February 17, 2020, will be held to discuss continuing academic progress of our students.
- Hugh Goodwin's Literacy Coach will create a pamphlet explaining our school's involvement with the state's

reading initiative and how the parents can be involved in supporting the goals of this initiative. This information will be sent home during our first parent conference September 23rd from 12:00 – 6:00 p.m.

- Hugh Goodwin Math Coach will develop online tutorials covering specific skills for parents to review and better know how to help their child from home.
- Hugh Goodwin will use the student handbook, school web site, Report to the Public and parent orientation meetings to discuss and explain our SchoolWide Title I Plan and how to get a copy upon request.
- Hugh Goodwin will have a Parent Center housed within the counselor's office. Parents may access this center where they can locate various pamphlets and magazines containing educational and/or parenting tips. Additionally, there are games, books, tapes, and activity cards available for parents to check out that can be used to assist their child in the areas of literacy and mathematics.
- A Report to the Public will be held on October 8, 2019. During this time teachers will be introduced, and an overview of the following topics given: Student performance on the previous year's standardized tests, curriculum standards that students will learn during the current school year, ways in which the students will be assessed, expectations that parents should have for their students during the current school year, ways in which parents can assist with their child's education, attendance, Smart Core, and The El Dorado Promise.
- Hugh Goodwin will conduct a Family Reading Night November 19th. We will share activities that parents and students can do at home together. We will encourage the importance of reading!
- Hugh Goodwin offers a variety of educational programs involving the students, parents, teachers, and community.

These include: PTO – Parent Teacher Organization, Skoolbo – a computer program based on the skills outlined within the Arkansas Core State Standards that can be used from home, Coding Clubs, and Before/After School Tutoring Programs prior to state testing.

- PAC Meetings – a group of parents designated to review and revise the School/Parent Compact and School Parental Involvement Policy after reviewing parent surveys and needs assessment.
- Hugh Goodwin uses our school website, Facebook page, Instagram, and Twitter page to constantly communicate Hugh Goodwin news to our parents and community. Also, parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use email to communicate with members of the school staff at any time. All staff email addresses are located on our school website: <http://www.eldoradopublicschools.org/o/hughgoodwin> as well as any additional parent documents needed.

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Hugh Goodwin will use school staff and parents to develop a SchoolParentStudent Compact. This committee will review the parent surveys and the faculty needs assessment to help with outlining this new compact. The committee will address 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 academic standards. This SchoolParentCompact will be distributed at registration August 7th. All stakeholders will sign the compact. It will also be available on our website: <http://www.eldoradopublicschools.org/o/hughgoodwin>

5: Reservation of Funds

(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Parents will be given the opportunity to be involved by serving on policy advisory groups such as being the Title I, Part A parent representative on the School Improvement Team, the Title I Policy Advisory Committee of Practitioners, the School Support Team or other school advisory or policy groups. The following public meetings are also held for parents to attend: Open House at the beginning of the school year, Principal's Report to the Public Meeting, School Board Meetings open to the public, PTO Meetings and Parent Seminars.

6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Hugh Goodwin Parent Center is housed within the counselor's office. Parents may access this center where they can locate various pamphlets and magazines containing educational and/or parenting tips. Additionally, there are games, books, tapes, and activity cards available for parents to check out from the library or homeroom classes that can be used to assist their child in the areas of literacy and mathematics.

Hugh Goodwin Elementary will distribute informational packets each year that include a parent survey form, a Hugh Goodwin Volunteer Application form, and a brochure that lists 72 WAYS VOLUNTEERS CAN HELP AT HUGH GOODWIN ELEMENTARY SCHOOL.

Hugh Goodwin will provide the Parent Involvement Plan, Parent Informational Packet, and Parent Involvement Policy on our Hugh Goodwin School website and the El Dorado School District website. Other important seasonal information will be posted on the Hugh Goodwin Facebook, Instagram, and Twitter page.

Hugh Goodwin has listed in our student handbook the appropriate process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Hugh Goodwin has designated a certified staff member to engage, assist, and support parent efforts. The Hugh Goodwin Parent Coordinator is Kathy Sixbey. Anyone that would like to schedule a visit can call 8708645071 or email: kathy.sixbey@esd15.org.

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Hugh Goodwin will provide a Parent Involvement Packet that contains a summary letter that explains how we want our parents to be involved. Of course, parental involvement does not stop at our school doors. We also encourage our parents to help at home (e.g., planned home reading time, informal learning activities, and/or homework contracts between parents and children). In our Parental Involvement Packet, the school will provide a list of "72 Ways Volunteers Can Help at Our School." Our school and PTO will solicit ideas for other types of volunteer efforts during orientation of parents and through parent surveys. Teachers will explain the requirements to parents and encourage them to become involved in the school. The principal and teachers will provide training sessions for 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 successful. We want Hugh Goodwin parents to be involved in their child's education. Research shows when schools, families, and community groups work together to support learning, children tend to do better in school, attend school more regularly, stay in school longer, and enjoy school more.

Hugh Goodwin will provide opportunities for parents and community members to support the instructional program through such programs as tutoring, and mentoring. Our school has had success from using parents as tutors and mentors in the past. It is something we strive to continue each year. Kindergarten teachers will meet with parents from local Head Starts and area preschools to help students transition from preschool to kindergarten.

Hugh Goodwin will take part in the Annual ESD Kindergarten BASH to welcome new kindergartners and provide important information for parents about expectations during their child's first year in public school.

Hugh Goodwin 4th graders will tour Washington Middle School in the spring to help our students with the transition from elementary to middle school. The WMS principal will also come to Hugh Goodwin in the spring to speak to all 4th graders about 5th grade classes and possible electives the students will be able to take during the next school year.

Hugh Goodwin Elementary will provide instruction to parents on how to help their child at home. Standards for each gradelevel will be reviewed and a demonstration on how to achieve mastery of the different standards will be presented. Our Math and Literacy Coaches will provide sessions and tutorials online for parents that need to review the process of helping their child with a particular skill. Hugh Goodwin will explain how the use of and access to the Department of Education website will provide a tool for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed ideas.

The principal and assistant principal will receive professional development designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

We work to ensure professional development requirements are met for teachers and administrators. Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents: That parents play an integral role in assisting student learning, value contributions of parents, reach out and communicate with parents as partners, implement and coordinate to build ties between home and school. Parents are always welcome into the school and we seek parental support regularly. For our non-English speaking parents, we provide information in their native language and we also have a staff member who is able to interpret when needed. Parent surveys are given to parents to check the various activities we have that they can volunteer for. We use this survey to plan the parental involvement activities for the school year and activities are evaluated at the end of the year.

9: Building Capacity - Discretionary

(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)

Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: tutoring, mentoring, music, art, physical education, field trips, room parent, special education, library, drama, fitness, crafts, storytelling, creative writing, literature, hospitality, school newsletter, teacher appreciation, classroom assistant, clerical office, clerical teacher, materials preparation/computer, demonstrations, Spanish speaker, history, public relations, safety, recycling, reading buddy, Grandparent's Day, field day volunteers, parent education workshops, orientation presentations, and Red Ribbon Week .

(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1: Jointly Developed:		✓		9/26/2019
2: Annual Title I Meeting:		✓		9/26/2019
3: Communications:		✓		9/26/2019
4: School-Parent Compact:		✓		9/26/2019
5: Reservation of Funds:		✓		9/26/2019
6: Coordination of Services:		✓		9/26/2019
7: Building Capacity of Parents:		✓		9/26/2019
8: Building Capacity of School Staff:		✓		9/26/2019
9: Building Capacity - Discretionary:		✓		9/26/2019