

AR
 Crossett Elementary School (Crossett School District)
 1200 Camp Rd
 Crossett AR 71635
 870-364-6521

School Parent and Family Engagement Plan

School Name:	Crossett Elementary School
Facilitator Name:	Leslie Mansur
Plan Review/Revision Date:	9/26/2019
District Level Reviewer, Title:	Barbara Garner, Assistant Superintendent
District Level Approval Date:	9/26/2019

Committee Members, Role:

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

First Name	Last Name	Position
Leslie	Mansur	Facilitator
Veronica	Robinson	principal
John	Brooks	asst. principal
Crystal	Marshall	parent
Chan	Norman	parent
Andy	Johnson	parent

Committee Members, Role:

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

First Name	Last Name	Position
Jenni	Kinnaird	parent
Michelle	Richards	PTO president/parent
Ashley	Harrington	1st grade teacher
Brandi	Riley	2nd grade teacher
Angie	Haynie	4th grade teacher
Norma	Watts	counselor

Committee Members, Role:

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

First Name	Last Name	Position
Bri	Rodgers	kindergarten teacher
Jonathan	Canley	community representative/parent
Kelly	Savage	music teacher/parent
Sheila	Phillips	community rep.

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Committee Members, Role:

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

First Name	Last Name	Position

Committee Members, Role:

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

First Name	Last Name	Position

Committee Members, Role:

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

First Name	Last Name	Position

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?

CES will involve parents and community members in the development of the school parent and family engagement plan in the following ways:

- Family volunteers, representing the diversity of our students, will be encouraged to participate on the Family and Community Engagement committee, along with faculty and community representatives. Committee meetings will be held regularly throughout the year with flexible meeting times (mornings, afternoons, evenings) to allow for more participation.
- At the annual Title 1 meeting held on September 19, 2019, parents were provided the name and contact

information for Leslie Mansur, CES Family and Community Engagement facilitator. Parents were invited to contact Mrs. Mansur with any questions, concerns or suggestions regarding Title 1 services and Family and Community Engagement.

- The Family and Community Engagement Plan will be posted on the school website by October 1 and available in the school office for parents and community members who request a paper copy.
- Parent workshops will be scheduled throughout the year to provide parents and families with homework help, job applications, and financial literacy information. Feedback will be requested from these workshops to determine if they are meeting the needs of families and ideas for additional workshops will be solicited and reviewed by the Family and Community Engagement committee.
- School staff/parent/community surveys will be distributed at the end of the school year to gather feedback to determine:
 1. the extent of family engagement,
 2. how well each component of the PFEP has been implemented,
 3. the extent to which each component was successful,
 4. the impact of engagement on improvements in achievement and on the quality of the educational program,
 5. to identify any problems or barriers to more effective implementation and involvement.Responses will be reviewed by the Family and Community Engagement committee to improve the PFEP.

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?

CES held its annual Title 1 meeting on September 19, 2019. The meeting was conducted by CES principal, Veronica Robinson, and Family and Community Engagement facilitator, Leslie Mansur. Families of all CES students were invited to attend this meeting through school newsletters, phone calls, the school's social media accounts, and parent/teacher communications. This meeting was held to inform parents of the school's participation in and requirements under Title 1, including the allocation of Title 1 funds and how these funds are used to supplement school services. Parents rights under Title 1 were also explained, and included ways to become involved in school decision-making and activities. Teachers and staff were on hand to answer any immediate questions and contact information for Leslie Mansur, CES Family and Community Engagement facilitator, was provided.

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?

- At the annual Title 1 meeting held on September 19, 2019, parents were provided the name and contact information for Leslie Mansur, CES Family and Community Engagement facilitator. Parents were invited to contact Mrs. Mansur with any questions, concerns or suggestions regarding Title 1 services and Family and Community Engagement.
- The Family and Community Engagement Plan will be posted on the school website by October 1 and available in

the school office for parents and community members who request a paper copy. The plan will be available in English and in Spanish.

- A parent-friendly summary of the Family and Community Engagement plan will be available on the school website in both English and Spanish.
- The name and contact information for the Family and Community Engagement facilitator will be posted on the school website.
- A family literacy night will be held before Christmas break. The literacy night will be an opportunity for families to participate in a lesson with their students and learn strategies for assisting students at home.
- Information regarding parent/student/teacher/school roles, the importance of regular, two-way communication between parent, teacher and principal, and a school calendar listing activities planned throughout the school year is included in the CES Back to School packet each year. This information is reviewed and updated as needed.
- A volunteer training will be held during parent/teacher conferences on October 21, in the CES library. This training will include ways for parents to become involved in the school and in their child's education.
- Prior to the volunteer training on October 21, a survey will be distributed to gauge parent interests concerning volunteering at school. This survey will be included in the Back to School packet beginning with the 2020-21 school year.
- A volunteer resource book will be maintained in the CES library listing interests and availability of volunteers. Staff will be encouraged to use this resource to welcome parents into the school.
- CES will hold two parent-teacher conferences during the 2019-20 school year. The first conference is scheduled for October 21, 2019. The second conference is scheduled for February 10, 2020. Additional conferences may be requested by the parent or teacher at any time during the year.
- Teachers provide parents with frequent reports on their child's progress through progress reports, weekly Eagle folders, weekly Principal Memo, report cards, Class Dojo, text messages and phone calls. Parents are encouraged to contact their child's teacher with any questions or concerns.
- CES event information is provided in weekly newsletters, call outs, and posted on social media (school website, Facebook, Twitter).

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?

Crossett Elementary recognizes that a student's education is a responsibility shared by the school, the student, and the family. Our goal is to create a culture of care and academic excellence in which school staff and parents work together to meet the needs of all students.

The school/parent compact was revised in 2018-19 with input from parents and staff. A review of the compact is held annually during the end-of-the-year Family and Community Engagement meeting.

School staff, parents, and family members will develop a School/Parent Compact outlining the expectations for parents/families, school staff, and students will share responsibility for improved 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 standards.

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?

At the annual Title 1 meeting held on September 19, 2019, parents were informed of the Title 1 allocation for parent and family engagement activities and programs and how the funds are being used to improve student achievement and family engagement. At the end of the year meeting of the Family and Community Engagement committee, programs will be evaluated and suggestions made to continue, revamp, or replace programs. Needs Survey results will be used by the Family and Community Engagement committee to make these decisions.

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?

Beta Sigma Phi and local churches coordinate to run a Backpack Program which provides food/snacks on weekends for students identified as needing assistance.

Crossett Public Library provides resources for students and families in the form of computers, books, internet, and a Saturday story time. Second grade students participate in a Seuss Day around Dr. Seuss' birthday where they take a field trip to the library and rotate through different stations consisting of games, snacks, crafts, story time, and a library tour. The CPL also runs a children's summer program to encourage students to continue reading over summer break.

The Dolly Parton Imagination Library (DPIL) is run by the Crossett Public Library. Children in our pre-k program and families with children under five are encouraged to sign-up for these free monthly books to help stress the importance of literacy at home.

Junior Auxiliary of Crossett sponsors an Angel Tree program for elementary students and their younger siblings each year. Applications are made available in the school office, and teachers/staff are also encouraged to recommend students.

The SEARK Concert Association invites 3rd grade students to a kid-friendly theater performance at the University of Monticello each spring. This exposes students to a high-quality, professional fine arts experience.

Boys & Girls Club of Ashley County provides students and families with an after-school resource for child-care, homework help, and summer enrichment activities.

Crossett Educational Alliance helps improve the quality of education in the Crossett School District by encouraging efforts to improve the learning environment, increasing effectiveness of instruction, strengthening student motivation, raising faculty morale, and increasing interaction between the schools and the community.

There is a Parent Center located in the CES library. The Parent Center contains books and information related to responsible parenting along with cookbooks for making healthy meals and resources for homework help. The library also has two computers and a printer for parent use during the school day.

CES has an active Parent Teacher Organization which encourages parental and community involvement within the school. The PTO provides Coke packs for all students for Valentine's Day, helps with book fairs and Field Day, and provides staff lunches during Teacher Appreciation Week. The PTO raises funds for the school through a Fall

Festival, Spring Fling and other events throughout the year.

CES will consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

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?

Back to School Nights were held on August 6 and 8 to allow parents and students to see their classrooms and meet their teachers. Back to School packets were passed out and explained at this time, and teachers provided contact information and answered any questions from parents.

All families in kindergarten through 4th grade will receive a copy of the book, *The World According to Humphrey*, as part of the school's One School, One Book program. Families will be given a reading schedule, and students will answer trivia questions to win prizes at school. Families will be encouraged to post photos online using #CESlovesreading. Community partners (police and fire departments, doctor and dentist offices, Boys & Girls Club) will be provided information on the program and copies of the book and encouraged to read along and post photos of their staff reading.

CES will hold parent/teacher conferences on October 21, 2019, and February 10, 2020. At these conferences, teachers will meet individually with families of students in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions the school is using to assist the student in reaching achievement goals. Parents will be provided information on how to support academic achievement at home, along explanations of homework and grading procedures.

The school will host Family and Community Engagement seminars during Parent/Teacher conferences utilizing community partners to provide information on nutritional meal planning and preparation, developmentally appropriate learning activities, how to access and use the ADE website and tools, and the volunteer opportunities available at our school. The PTO will have information available explaining its role in the school and recruiting new members.

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?

CES enhances the awareness and skills of its staff in reaching out to, communicating, and working with parent/family members as equal partners, recognizing the value of their contributions to the school. The school staff meets all requirements for professional development identified in Arkansas Department of Education Rules.

- Involves parents/families in the development of parent/family engagement staff training to improve its effectiveness;

- Staff participates in Professional Learning Communities regularly;
- The Media Center has literature and books available for parents/families to check out.

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?

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

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1: Jointly Developed:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
2: Annual Title I Meeting:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
3: Communications:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
4: School-Parent Compact:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
5: Reservation of Funds:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
6: Coordination of Services:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
7: Building Capacity of Parents:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
8: Building Capacity of School Staff:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	9/26/2019
9: Building Capacity - Discretionary:	<input type="checkbox"/>	<input type="checkbox"/>	N/A	