

District Parent and Family Engagement Plan

District Name:	Pulaski County Special School District
Coordinator Name:	Dr. Darnell B. Bell
Plan Review/Revision Date:	9/26/2019

Committee Members, Role:

First Name	Last Name	Position
Ebony	McKinzy	Parent
Rachel	Stevens	Principal
Emma	Watson	Principal
Susana	Resolme	Pupil Service Translator
Earl	Williams	Coordinator of Budget Management
Casey	Dailey	Senior Instructional and Professional Development Coordinator

Committee Members, Role:

First Name	Last Name	Position
Kat	Bir	Parent Facilitator
Katherine	Osborne	Teacher
Chastity	McNeary	Instructional Supervisor
Sharon	Siegrist	Parent

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1: Jointly Developed Expectations and Objectives

(Describe/List the District expectations and objectives for parent and family engagement. Describe/List how parents will be involved in the development of the district parent and family engagement policy. Describe/List how parents will be involved in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan and, if applicable, the Comprehensive Support and Improvement and the Targeted Support and Improvement plans. Describe/List how the District will submit to the State comments from parents who deem the LEA Plan unsatisfactory.)

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

The Pulaski County Special School District's Parent Coordinator will foster effective parental involvement strategies, coordinate parental involvement activities with those of other programs, and support partnerships among school, parents, and the community to improve student achievement by establishing a Parent Advisory Council, which will include: Parents, Teachers, and Community Leaders. This committee will meet annually to review the Parental Involvement Plan. The Parent Advisory Council will meet in May to review the effectiveness of the District Parent Involvement Policy and revise the District Parent Involvement Policy for the upcoming school year. District Parent Coordinator will coordinate the meeting. The District Parent Involvement Policy will be placed on the PCSSD homepage for parents to have access to the plan. Training will be provided which will give committee members strategies to implement in the local schools. In addition, PCSSD will coordinate parental involvement activities with those of other programs. Each school will establish a Parent Facilitator to oversee Parental Involvement implementation. A survey (annual review) of the effectiveness of the parental involvement policy will be utilized to get feedback from parents to provide suggestions on how funds could be used in the upcoming year at the district and schools. The Parental Involvement Survey from the previous year will be analyzed to better meet the needs of the Parents. Pulaski County Special School District will reserve a minimum of 1% of the district's Title I, Part A allocation for parental involvement to carry out the parent and family engagement requirements listed in this policy and as described in federal law. Schools will involve parents in annual meetings led by the school's parent involvement facilitator to review the school parent involvement plan. ABC, Hippy, and Head Start preschool programs located in the elementary school will be included in the coordination of parental involvement activities by the district parent coordinator and the parent facilitator at each school.

2: Building Staff Capacity through Training and Technical Assistance

(Describe/List how the district will provide support and technical assistance to all its Title I schools in planning and implementing effective parent and family engagement practices, inclusive of school parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements. Describe/List activities such as workshops, conferences, trainings, webinars, and online resources that will be used with school staff to build their capacity to work with parents as equal partners. Include information about how the district and/or schools 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 District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

The Title I Parent Coordinator and the staff of Learning Services will conduct ongoing site visits to observe parental involvement practices. The ESL Coordinator will ensure, to the extent possible, that information is sent home in a language and form that parents can understand. Each school's parent involvement policy is posted on the district website which provides translation into 12 different languages. The Title I Parent Coordinator will enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. In addition the district will:

Monitor each Title I, Part A school to ensure that each school performs the following tasks:

The school parent facilitator will assist with the development of the school's parental involvement policy. The school parent facilitator will provide an electronic copy of the school's parent involvement policy to the district Title I Parent Coordinator. Each school's plan will be placed on PCSSD's webpage and will be distributed at school parent involvement meetings.

School Parent Facilitators will offer flexible meeting times.

Each school's parent facilitator and principal will provide information to parents about the school's program, include parent information guide.

Each school's parent facilitator and principal will develop and use the School-Parent Compact.

Provide training for parents in working with their child to improve academic achievement

Encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts.

Encourage parent participation through innovative scheduling of activities through strategies such as holding meetings at a variety of times, such as morning and evening, in order to maximize the opportunities for parents to participate in school-related activities.

The school's parent facilitator will provide materials and training to help parents work with their children to improve academic achievement. Each Title I school will provide the date of the trainings, the topic that will be covered, the name of the facilitator and their contact number in their individual school plan.

The District Parent Coordinator and Federal Programs Coordinator will facilitate a meeting in the spring for updating policy for the 2019-2020 Title I, Part A program.

District: Dr. Darnell Bell

Baker Elementary: Dawn Bartels

Cato Elementary: Luanne Bryan

Chenal Elementary: Jennifer Holladay

College Station Elementary: Jane Nolan

Crystal Hill Elementary: Laura Pierce

Daisy Bates Elementary: Kat Bir

Harris Elementary: Gayle White

Joe T. Robinson Elementary: Karen McDonald

Joe T. Robinson High: Lani Moore

Joe T. Robinson Middle: Anthony Fuller

Landmark Elementary: Kristi Heathwaite

Lawson Elementary: April Belcher

Maumelle High: Lori Lochowski

Maumelle Middle: Traci Matthews

Mills Middle: Sabrina Harris

Oak Grove Elementary: Dawn Joseph

Oakbrooke Elementary: Gentile Billings

Pine Forest Elementary: LaTanya Johnson

Sherwood Elementary: Jamie Shoemaker

Sylvan Hills Elementary: Susan Whatley

Sylvan Hills High: Tonya Weatherford

Sylvan Hills Middle: Shannon Hum

Wilbur D. Mills U.S. High: Dr. Carlethia Houston

William Jefferson Clinton Elementary: Trina Coleman

Parental Involvement trainings will be held to train Parent Facilitators on effective Parental Involvement practices. Parent Facilitators will take the information back to the local school. Perception surveys and other parental involvement surveys will be developed for each school's use. The district Parent Facilitator will attend conferences and outside trainings to provide meaningful technical assistance. Trainings will be conducted to train Administrators in every building in dealing with better ways of Communicating with Parents.

3: Building Parent Capacity

(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student's academic success. If applicable, describe how each discretionary item your district and parents chose will be implemented.)

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

Pulaski County Special School District will work as a district and through its Title I school to assist parents in understanding state and district academic information connected to their student's learning and progress, as well as information regarding Title I program. The district will coordinate pages on the district and school websites that will contain resources and materials to help parents work with their children at home. Copies of the materials will be made available at all Title I schools for those families who may have limited internet access, including copies in appropriate languages. Schools will host workshops or family nights to assist parents with understanding online and digital educational resources. Dates and times for these workshops will be determined and announced by each individual school. PCSSD will coordinate and integrate the district's family engagement programs with the local preschool program in the elementary schools to host Kindergarten Transition days so parents may tour the schools and receive information to help prepare them and their children for kindergarten.

To promote family engagement, communication is essential. PCSSD will provide communication in various forms to assure that all shareholders are informed and have a voice. Throughout the school year, the district will establish a communications media campaign will be held to inform parents of the different ways to they can communicate with the school. PCSSD Communication Department hosts several ways that communication will occur through: Facebook, Twitter, Instagram, Automated Phone Calls and the district website.

4: Reservation and Evaluation

(Describe/List how the district will share with parents and family members the budget for parent and family engagement activities and programs and how parents and family members will be involved in

providing input into how the funds are used. If the district does not receive a Title I, Part A allocation greater than \$500,000, then the district is not required to include a description of its Reservation of Funds. If a reservation is required, then a minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. Describe/List actions for how the annual evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents and family members will play.)

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

1. The district Title I Parent Coordinator will survey parents annually, including questions to identify barriers to parental involvement.
2. The Parent Advisory Council, which will include: Parents, Teachers, and Community Leaders will meet annually to review the Parental Involvement Plan. The Parent Advisory Council will meet in May to review the effectiveness of the District Parent Involvement Policy and the district parental involvement evaluation procedures and, if needed, revise the District Parent Involvement Policy and parental involvement evaluation procedures for the upcoming school year.
3. The district Title I Parent Coordinator will coordinate the meeting and make recommendations and provide suggestions as it relates to parent involvement.
4. Develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year.
5. Use findings from evaluation process to make recommendations to each participating school for parental involvement policy revision.
6. Provide suggestions for designing school improvement policies, as they relate to parental involvement.
7. The district Title I Parent Coordinator will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community.

5: Coordination

(Describe/List how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families such as public preschool programs or organizations to help students transition to elementary, middle, high, and postsecondary schools or careers.)

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

PCSSD will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities that encourage and support parents in more fully participating in the education of their children, by:

--Distributing parent resources at parent conferences and/or through student folders.

--Hosting awareness activities at school.

--Work to develop partnerships with community partners in order to determine services that are available to our families and students.

--College and career services and events to utilize community partnerships to meet the needs of all students.

--Coordination of services will continue with community college and universities along with vocational schools and services to assure that opportunities are available to all students and families