

HP Parental and Family Engagement Plan

Kelly Keene - facilitator

Plan Review Date - September 12, 2019

District Level Reviewer Title - Dr. Kim Anderson

District Level Approval Date - September 12, 2019

Committee Members

- Kelly Keene - administrator/facilitator
- Amy Baldwin - teacher
- Tracy Nelson - teacher
- Gabriel Rhynes - counselor
- Delleon McLin - parent rep for district committee
- Tad Smith - parent rep
- Ericka McQueeney - parent rep

The mission of the Howard Perrin Parental and Family Engagement Committee is to continuously provide and improve ways for parents/families/caregivers to become involved and engaged in the education of their children, and to be proactive in meeting the needs of our families in regards to what is needed to support learning outside the classroom.

Joint Development

- The parent and teacher representatives collaborate and collectively review and revise the plan during meetings multiple times each year. The committee meetings will be held at a time when all members are available.
- The committee will take the results of the Parent Needs and Interest survey and determine additions or revisions to the plan at least three times each year.
- The Howard Perrin committee consists of parents and teachers from K-2 and 3 - 4 to ensure adequate representation of the whole school population.

❑ Communication

- ❑ To make the Parent, Family and Community Engagement Plan available for families and the local community, the plan is posted on the Howard Perrin school website. An informational brochure is included in the beginning of the year information given at Open House or during the first week of school. It can also be found in the parent area in the office or by contacting Kelly Keene, Parent Facilitator at kkeene@bentonschools.org
 - ❑ The brochure includes the following:
 - ❑ Ways for families to be engaged:
 - ❑ Open House, Report to the Public, Little Rockers, UPTO, Guest Speakers, Reading Buddy, Fall Fest, Spring Fling, Curriculum Nights, grade level musicals, Trex recycling collection
 - ❑ Information on how to volunteer
 - ❑ Schedule of main activities throughout the year
 - ❑ Ways to participate in two-way communication through Remind and DoJo
- ❑ We will post a Parent Needs and Interest Survey during Parent Teacher Conferences (fall and spring) and left open for responses for the week following, to meet the needs of any parents who could not attend.
- ❑ Family members are provided a voice in decision making by attending UPTO, and serving on UPTO committees. Through the UPTO, family members have the opportunity to help in organizing and executing a variety of school events to build collective ownership. Family members are also encouraged to attend the annual Report to the Public each September for school staff to communicate information on standardized testing and inform of results, and encourage families to take advantage of the right to be involved in the school.
- ❑ In an effort to communicate frequently and in various ways, grade levels send home weekly newsletters to inform parents of upcoming events and learning objectives. In addition, there is a monthly calendar and newsletter sent home by our UPTO to keep parents informed of important dates.
- ❑ Parents can access their student's grades by using the Home Access Center online. Interim reports may go home at the halfway point of each nine weeks. Report cards are sent home each quarter.

- ❑ Tuesday Folders go home each week with graded work and other communication from the teachers.

- ❑ Coordination of Services
 - ❑ We strive to partner and collaborate with the community to strengthen school programs, student learning opportunities, and provide access to resources for families. We will support parents and families in accessing the community services available.
 - ❑ Some Howard Perrin teachers who are available for tutoring outside the school day. A list of those teachers are available by contacting Kelly Keene at kkeene@bentonschools.org

- ❑ Build Capacity of Parents
 - ❑ The Report to the Public each September is an opportunity to share school and student performance data with families in ways that seek their ideas about how to improve performance toward Arkansas's challenging standards and to share in the accountability of preparing students for success.
 - ❑ UPTO meetings are open to the public. Parents and family members are encouraged to sign up for UPTO committees to stay engaged in various events during the year.
 - ❑ Curriculum Nights are for families to learn directly from school staff about specific grade level academic, behavioral, and social programming. During these offerings, we encourage participation by families in learning strategies to support learning outside the classroom and have a chance to practice those strategies with their child. The Curriculum Nights connect caregivers to tools and resources.
 - ❑ Kindergarten: September 23
 - ❑ First Grade: September 26
 - ❑ Second Grade: Second 9 Weeks
 - ❑ Third Grade: September 6
 - ❑ Fourth Grade: Second 9 weeks.
 - ❑ Online resources are available on the Howard Perrin school website. Grade levels post through Remind or include on the weekly newsletter, apps or websites that would be most beneficial during the unit of study.

❑ Build Capacity of School Staff

- ❑ Teachers/administrators participate in professional development opportunities to increase and/or update their strategies on reaching parents and involving them as equal partners in education.
- ❑ Teachers collect parent interest in volunteering at the beginning of each year and utilize that information as needed for various activities and units of study.
- ❑ Newsletter information is written in a user friendly language.
- ❑ Teacher communication channels are also listed. The process for addressing questions or concerns should begin with the classroom teacher(s). Unresolved concerns should be discussed with Mrs. Keene, Assistant Principal or Mrs. Shelnut, Principal. Additional concerns may be addressed by Dr. Kim Anderson, Assistant Superintendent for Elementary Schools.