

AR
 Gandy Elem. School-Level Improvement Plan SLIP '19 (White Hall School District)
 400 Gandy Avenue
 White Hall AR 71602
 870-247-4054

School Parent and Family Engagement Plan

School Name:	Gandy Elementary
Facilitator Name:	Cindy Reed-Cook
Plan Review/Revision Date:	7/31/2020
District Level Reviewer, Title:	Jones, Debbie , Director Curriculum and Federal Programs
District Level Approval Date:	

Committee Members, Role:

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

First Name	Last Name	Position
Cindy	Reed-Cook	Parent Involvement chair
Karen	Haney	Media Specialist
Tim	Taylor	Principal
Karla	Johnson	Counselor
Dawn	Sullivan	Title I
Samantha	Terry	Classroom Teacher

Committee Members, Role:

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

First Name	Last Name	Position
Tracy	Reed	Cafeteria Aide / Accounts Mgr.
Ashlea	Kennedy	Parent / PTO Chair
Laura	Witcher	Parent

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?

At the beginning of each school year, parents and patrons are given a Volunteer Interest/Participation Form. Parents and patrons are invited to serve on the following committees: Building Level School Improvement Committee, Parental Involvement Committee, Mission/Vision Committee, Handbook Committee, School Parent Teacher Compact Committee, Title I Committee.

The Volunteer Interest Forms are shared with the Title I Committee and other committees. The survey data, both online and hard copy, will also be shared. The information will be used to determine the level of parental interest in participating in school processes and to derive area of concern through survey questions. The committees will consider remarks and suggestions from parents and accept recommendations from parents made throughout the school year before completing the annual updates to plans and programs of the school.

The school will engage parents in the annual evaluation of the Title I, Part A Program's parent, family, and community engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent, family, and community engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

The Title I Building Level Committee will recommend representatives to serve on the District Level Title I Committee. The Building Level Representative will share recommendations and ideas building level with the district level and they will in turn communicate with the building level committee in order to monitor and adjust actions as needed.

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?

The Title I instructors, principal, classroom teacher representatives, parent representatives of students who participate in Title I services meet each semester with Title I teachers. Immediately following Parent Teacher Conference dates, the committee will be called to meet in the Fall of 2020, October 30th, and Spring of 2021, March 18th. An agenda will be followed and committee members will discuss and agree upon an updated plan regarding parental input from parent teacher conferences regarding curriculum, activities, strategies, supplemental materials, parental support, test scores, parental rights, and any other pertinent areas of concern. The Title I Committee will have an agenda, will document the involvement of participation by representatives, take minutes, and act upon recommendations of committee members and parental suggestions made through conferencing and surveys.

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?

Gandy Elementary employs several mediums to communicate with parents/guardians and the community:

The school will publish and distribute a student handbook at the beginning of each school year. The student handbook will contain all policies and procedures pertaining to students, school operations, and policies. The handbook is reviewed annually by a committee of representatives including parent and community representatives. Updates and additions to the handbook are recommended by the committee to the local school board. The district board of directors will have responsibility for any recommendations concerning the handbook.

All teachers send home a MONDAY RED FOLDER containing graded work, notes to parents, class information, etc. Parents are required to sign the signature page in the folder each Monday that the folder is sent home. The folder is sent home every Monday during the entire school year except on Monday holidays or longer school closings such as Winter Break.

The school will issue quarterly report cards and an interim report every 4th week of the quarter to make parents aware of student progress and achievement. Parents are asked to sign report cards and are offered two parent teacher conferences to come to the school to discuss student progress. At the first parent teacher conference in the Fall, teachers will distribute testing results from the previous Spring and beginning of the year academic screening diagnostic reports.

There is a Gandy Elementary website located at www.whitehallsd.org. This website contains all school information including calendar, school news and events, student handbook, all state required information, policies and procedures, discipline, individual teacher sites that contain classroom news, lesson plans, events and activities, class schedules, and more. The school website also contains cafeteria menus, school services, medical and counseling department information, registration information, community links for local demographics, the community of White Hall website, and information regarding student drop-off and pick-up and laws pertaining to student transportation. The site contains a tab for Parents and Students that has resource links, information about other communication sources, and a Parent Engagement Survey. There are several locations within the website that invite parent contact and provide opportunities for parents to inquire for additional information and explanation of the contents within the website.

The Parent Teacher Organization sponsors a Closed Facebook Page and it is open to parents who sign up as members. The page is controlled by the PTO and regularly updated with parent information, school activities, and school news. Beginning the 2020-2021 school year there will be a building sponsored Facebook Page managed by the principal. News and events will be posted and parents will be encouraged to participate by communicating with the personnel at school through the Facebook Page. Parents are invited to two general PTO meetings held annually in the Fall and Spring. Parents are also invited to participate and attend monthly meetings of the PTO as well. Beginning in 2020-2021 the PTO and building principal will offer opportunities for parents to meet for a quarterly breakfast session to be held in coordination with mid-term grade reports. (All general meetings are tentative and will meet subject to Covid-19 requirements for large gatherings.)

The district utilizes a telephone software communication program that calls (and in the future will text and email) parents regarding school announcements such as inclement weather, holiday closures, crisis notifications, and other event or activity alerts. The district and school uses the communication software IN-TOUCH and REMIND 101 for district level, building level, and classroom communications. Several teachers in the building use CLASS DOJO or REMIND 101 web based communication software to contact parents directly. Parents may use a personal password to access student grades at anytime on the eSchool web based portal.

The office regularly publishes articles and announcements in the local newspapers (The White Hall Journal, The Pine Bluff Commercial) to keep parents informed and aware. Each year a Report to the Public is printed in the local papers, a building level presentation as well as a district level presentation are offered to parents and public to review and discuss the Report to the Public.

A pamphlet designed by the Title I Committee and Title I Reading specialist will be given to parents at the Fall Parent Teacher Conferences and is made available throughout the year. It will explain the Title I Program and all programs available to assist students in reading. It will inform parents about the Arkansas Reading Initiative. The

pamphlet will offer resources for parents regarding the reading initiative and provide assistance in locating outside support for students in reading.

There is a large two sided digital sign located in front of the school that displays all current activities and announcements. The sign displays messages to the public and we attempt to post messages no less than two weeks in advance. There is a large screen video monitor in the school foyer that runs a PowerPoint presentation with current information, news, and activities. A computer desk is available to all parents and visitors in the school foyer that has the school website loaded as the main screen and ready for use at all times.

The Lake Side United Methodist Church is available to provide translation services and has offered to attend meetings where ESL parents may attend. They have also agreed to assist with translation when ever an ESL student requires a meeting and planning for services.

Meeting opportunities are offered throughout the year. We will address the desire to communicate with parents by any means necessary including multiple dates or times, meeting by appointment, provide transportation if non is available and parents request, and if required or requested, offer the opportunity for home visits.

Parents/Guardians of Gandy students are encouraged to attend a variety of meetings and events throughout the school year. The following events are scheduled and the dates and times are readily available on the school website calendar and events notices:

Because of the Covid19 Pandemic and the protective health requirements established by state and federal authorities, the number of meetings may be limited or meetings may be held in a limited format such as ZOOM, Google Meet, FaceTime, conference calls, etc. Some events may be cancelled or postponed due to contact restrictions and health regulations required during the duration of the health crisis.

1. Parent/Teacher Conferences are scheduled twice annually. The current year meetings for 2020 and 2021 are set for October 20, 2020, and March 18, 2021. Notices of the conferences are sent home, all communication mediums are utilized to announce the meetings, and records of the meetings are kept by the classroom teachers and building administrator.

2. At the beginning of the year there is a Meet the Teacher day scheduled for August 14 (1-5) and 18(K), 2020. Parents are invited to come visit the teacher and staff of the school and bring supplies, receive information, and tour the school.

3. On September 22, 2020, parents are invited to a district REPORT TO THE PUBLIC/LITERACY-MATH NIGHT. The school uses this opportunity to share the annual Report to the Public, discuss and distribute information pertaining to the Arkansas Smart Core, and visit with staff about classroom programming and all curricular and extracurricular activities. Teacher's distribute packets, kits, and information that parents can use at home to work on grade level skills (flash cards, take home games, math counters, children's books, Dolch Word Lists, etc.).

4. Grandparents come to the school for a Program on Grandparents Day September 13, 2020.

5. The Media Specialist and Principal conduct technology training on Technology Night, September 22, 2020 for parents who need assistance with the school website, learn to access student grades, review student software used at school, review communication software, etc.

6. Constitution Day is celebrated during Freedom Week. Also, recognition of 9/11 is acknowledged in all classrooms. A presentation and program celebrating Constitution Day will be sponsored by the First Grade classes on September 17th. Parents are invited to attend.

7. Parent Book Fair Week is September 7th thru 11th. Family Book Fair Night is Tuesday, September 8, 2020 Media Specialist Karen Haney (870) 247-4054

8. October 20, 2020, immediately following Parent Teacher Conferences, the Parent Teacher Organization will hold an open meeting at school where all parents are invited to attend.

9. (TBD) Fall Dance for Students / Students from other campuses invited.

10. October 23, 2020 Gandy Arbor Day. Tree Planting Ceremony on school playground. Community invited.

11. There is an Annual Veterans Day Program for all parents, grandparents, relatives of students held in the evening on November 11, 2020.

12. Parents will be invited to eat with students during a select day the week before Fall Break in November and during the week before Winter Break in December (Dates TBD).
13. Awards Programs are set at the end of each nine week period. All parents are invited to attend on the following dates:
October 23, January 8, April 2, and May 24.
14. Parents are invited to attend a day program, Holiday Sing -A-Long on December 16, 2020.
15. PTO Winter Carnival on January 23, 2021. Community invited.
16. March 18, 2021, immediately following Parent Teacher Conferences, the Parent Teacher Organization will hold an open meeting at school where all parents are invited to attend. An overview of 504 Programming will be offered during the Parent/Teacher Conference in the Media Center. A PowerPoint Training for Parents will be available for viewing. The school counselor will be available for discussion.
17. Kindergarten Roundup is April 16, 2021. Parents of students who will be Kindergarten age are invited to attend an event at the school in order to promote Kindergarten enrollment.
18. Spring Book Fair Night (TBD).
19. May 14, 2021, parents and relatives of Kindergarten students are invited to Kindergarten Graduation Program.
20. May 21, 2021 Parents and Grandparents are invited to the year end 5th Grade Music Program.
21. PTO Sponsored Fun Day for students May 14, 2021. Parent volunteers will operate games and events.

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?

A Parent/Student/Teacher-Principal Compact is signed by each student, the student's teacher, and the student's parent and the principal each year as the student progresses through the school system. The compact is designed with three sections. One section is for the parent, one section for the student, and one section for the teacher and principal. Each section denotes the actions by each of the participants and specifies the actions each will take to make sure the student has every opportunity to become successful. The compact will be reviewed in the Spring of 2021 and adjustments, if any, will be made by the Student/Teacher/Parent Compact Committee in conjunction with the Title I Committee. The committee itself will consist of representatives from various areas of the school and have no less than two parent representatives. The committee will review parent survey data gathered from the school website and by surveys sent home following the first semester of school to verify and update the actions of the compact.

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?

Parental Involvement materials, interest forms, school information, volunteer forms, testing data, school demographic data, home curriculum/grade level skill resource kits developed by classroom teachers are distributed during Open House in September. A complete and concise collection of all rules, policies, procedures, and processes for school operation in the form of a student handbook are given to each parent during Meet the Teacher and Open House in September. The student handbook contains complete discipline policies and procedures as well as procedures to follow for inquiries, complaints, and due process.

There is a computer desk located in the lobby of the school with a computer and printer available for parent use. The computer desktop is set to the school website and the media specialist and principal are available to assist parents whenever there are questions or assistance needed to use the computer or manipulate the website.

A Technology Night is held in August to instruct parents in the use of the school website, school based student software, digital communication mediums, access to student grades, digital home resources for students and parents. Materials are available for checkout in the school library and free materials to assist parents are available in the school lobby. Both the school lobby and the media center act as the building Parent Center. The media specialist is Karen Haney. Cindy-Reed Cook, 5th grade teacher, is the designated Parental Involvement Representative/Parent Facilitator.

Funds are used to provide for Family Literacy Night, Technology Night, and other events that are designed to assist parents with student/school interaction. Assistance has been provided to parents to assist with student physical and mental health issues, provide for tools and aides to enhance the classroom setting such as iPads, Chromebooks, Reader Pens, software that will read text for students, and more.

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?

Gandy Elementary works closely with the Arkansas River Education Service Cooperative and the Hippy Reading Program. The Hippy Programs goes into the homes of preschool students and works directly with parents, training parents to be reading tutors for their children. The program provides instruction for parents and books for children. Hippy students and parents visit the campus twice yearly and eat lunch in the school cafeteria in the Spring (Date TBD).

The school coordinates activities throughout the year with community service providers, churches, and civic organizations. The local Fire and Police come to our campus and provide training sessions for students related to fire safety, drugs, and self-protection. Civic organizations such as Rotary provide students with personal dictionaries. White Hall United Methodist, White Hall First Baptist, and Centennial Baptist Churches provide food backpacks and take-home snack packs for students in need. The churches also provide for students by assisting with programs like the Christmas Angel Tree.

The Lakeside Methodist Church partners with us by assisting our non-English speaking parents and students with parenting and tutoring classes. They also provide Interpretation Services to assist with school-home communication and parent-teacher conferences.

The retired teacher's organization RSVP comes to our campus every year on multiple occasions to read to primary age students.

In November the local American Legion groups from White Hall and Pine Bluff will assist with our Veterans Day Programming.

The school opens it's doors to the Scouting Program and allows recruitment meetings as well as weekly and monthly pack meetings to take place in the building.

The school allows use of grounds for other community activities such as youth baseball, softball, and football programs.

There is a nine-hole Disc Golf course located on the back of the campus open to the public.

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?

There is an active Parent Teacher Organization with a full slate of officers including a president, vice president, treasurer, secretary and several committee heads. The Gandy Parent Involvement Representative sits on the PTO Board as well as the principal. The PTO meets monthly providing support for students, teachers, and the school in general. Officers are elected in the Spring. The PTO has a written set of by-laws and updates those annually. The PTO meets twice annually in public forum. During the 2020-2021 school year, the PTO will meet in public forum immediately following Parent Teacher Conferences in the Fall, October 20, and Spring March 18.

Parent surveys are posted on the school website and parents (any site visitor) are invited to participate in answering survey questions. The survey will be sent home, in hard copy, at the beginning of the second semester of school in January of 2021. The results of the survey will be issued to all committees that make recommendations and create actions for any type of parental involvement and/or school improvement.

Parents are notified twice annually by letter, and their child's reading level is explained in detail. At that time, an Intensive Reading Intervention Plan may be developed if the student is in need of intervention or remedial reading instruction outside the scope of the regular classroom.

Any student who exhibits a substantial deficiency in reading, based upon statewide assessments conducted in grades kindergarten through two (K-2) or teacher observations, shall be given intensive reading instruction based on the science of reading as soon as practicable following the identification of the reading deficiency.

◦The student shall continue to be provided with intensive reading instruction until the student shows significant improvement. The parent or guardian of any student who exhibits a substantial deficiency in reading, as described above, shall be notified in writing of the following: That his or her child has been identified as having a substantial deficiency in reading; • A description of the current services that are provided to the child; and •A description of the proposed supplemental instruction services and supports that will be provided to the child that are designed to remediate the identified area of reading deficiency. With the completion of each administration of the K-2 assessments, school personnel are reminded to use the results from these assessments, in conjunction with other school data (including dyslexia screeners) to identify students with a reading deficiency.

Another part of the Title 1 Reading and Math Program at Gandy Elementary is an after school tutoring program. This is an extension of the regular school day. There will be no bus transportation, and students must be picked up by 4:30 P.M. This tutoring program is free to students who show a severe deficiency in Reading or Math.

Students who are maintaining an A or B average are not eligible for the Remedial Program. Each grade level teacher selects students for participation based on the criteria set for each grade. Each teacher teaching in the tutoring program has a set number of students allowed. This ensures that small group instruction is followed. Research proves that small group instruction works best for struggling students. Gandy's Tutoring Program start and ending dates are to be determined.

Parents/Guardians of Gandy students are encouraged to attend a variety of meetings and events throughout the school year. The following events are scheduled and the dates and times are readily available on the school website:

Please see pages 4 and 5 of this report.

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?

At the beginning of each school year, parents are given a Volunteer Interest/Participation Form. Parents are invited to serve on the following committees: Building Level School Improvement Committee, Parental Involvement Committee, Mission/Vision Committee, Handbook Committee, Student/Parent Teacher-Principal Compact Committee, Title I Committee, and the Parent Teacher Organization. Those parents who show an interest are invited to participate or parents are recommended by Parent Teacher Organization officers to sit on committees. Parent representatives help review, update, and create actions that will be used to improve the school process, environment, communication between stakeholders, school focus, and overall student academic growth and achievement. A training will be held before committee meetings are conducted, during the Fall and the Spring, in order to train and prepare parents for committee work.

Title I instructors, principal, classroom teacher representatives, parent representatives of students who participate in Title I services meet each semester immediately following Parent Teacher Conference dates. This year the committee will meet in the Fall of 2020 (Oct. 20) and Winter (March 18) of 2021. An agenda will be followed and committee members will discuss and agree upon an updated plan regarding curriculum, activities, strategies, supplemental materials, parental support, test scores, and any other pertinent area of concern for support of Title I programming. The Building Title I Committee will recommend goals for school improvement to the Leadership Committee immediately following their annual meeting dates.

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?

Parents are invited to participate by volunteering their services as classroom helpers, event volunteers, work groups, and in any other way possible within the bounds of legal authority.

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

District Feedback

☐ Attention: Changes Needed!

☐ In Compliance

Comments: