

## District Parent and Family Engagement Plan

**NEW this year!! Your 19-20 plan has been populated below. Please make revisions or delete and paste your updated plan for 20-21, as it will be carefully reviewed for meeting the new expectations as outlined in the webinar "Key Components to an Approved FACE Plan ([https://zoom.us/rec/play/6JV-IeCt\\_Dk3HYWc5QSDC\\_9xW9XvJqOsh3JP8\\_EOykgbW3gLMFaYLoRZuuev03Y8swNZzOD3eE1wOXr?autoplay=true&startTime=1581607745000](https://zoom.us/rec/play/6JV-IeCt_Dk3HYWc5QSDC_9xW9XvJqOsh3JP8_EOykgbW3gLMFaYLoRZuuev03Y8swNZzOD3eE1wOXr?autoplay=true&startTime=1581607745000))".**

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<b>District Name:</b>	Hope
<b>Coordinator Name:</b>	Portia Jones
<b>Plan Review/Revision Date:</b>	8/22/2019
<b>District Level Reviewer, Title</b>	Portia Jones, Asst. Supt. of Federal Program Coordinator/District Parent Engagement Coordinator

**Committee Members, Role:**

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

First Name	Last Name	Position
Portia	Jones	Federal Program Coord./District Parent Engagement Coord.
Ken	MCLemore	District PR
Casey	Schoenberger	CPS Parent Facilitator
Christi	Sullivan	BHE Parent Facilitator
Joan	Crowder	HAPS Parent Facilitator
Hosea	Born	YMS Parent Facilitator

**Committee Members, Role:**

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

First Name	Last Name	Position
Kelly	Muldrew	HHS Parent Facilitator
Ernestine	Burton	Community Member
LaDonna	Samuel	Parent
Marcela	Zavala	Parent
Linda	Clark	Social Worker/McKinney Vento Liaison

**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?**

Hint

The district has developed a written policy collaboratively with parents in each of our schools to form strong partnerships. This policy was made available to all parents and the community via the school district's website (<https://www.hpsdistrict.org/>).

To involve in the development of the district parent and family engagement policy and in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan:

- LEA will involve parents in the development of the district parent and family engagement plan, the school-wide program plan, and support and improvement plans by developing Parent Engagement Committees that consists of parents and community members, parent surveys, and comments/suggestions from Title I Report to the Public.
- LEA will establish expectations and objectives for meaningful involvement, reflecting the specific needs of students and families based on parent survey & parent engagement evaluation data.
- LEA will make the district parent and family engagement plan available to the families and the local community
  - ✓ File with the Department of Education by August 1 [Indistar]
  - ✓ Place a copy on the district website by August 1
  - ✓ Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook
    - Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary at the fall p/t conference.

- LEA will involve parents and families in the decisions regarding how funds reserved for parent and family engagement are allotted for activities (see also section 4)- through the parent engagement committees, parent/community surveys, & during the Title I report to the public
- LEA will involve parents and families meaningfully in the evaluation, and update, at least annually, of the district parent and family engagement plan (see also section 4) parent survey data will be used during the review and update process
- LEA will ensure adequate representation of parents and families through a diverse committee (of participating children in the process (parent make-up will represent the demographic make up of the student population/diverse committee)
- LEA will incorporate the parent and family engagement plan into the school-wide plan (district will approve school plans)
- LEA will submit to the State the comments from parents who deem the school-wide plan unsatisfactory
- (May accomplish collaboration through the coalition of parents and community representatives)

During the annual Title I meeting, all parents were invited to participate and provide suggestions and ideas to improve the district parent and family engagement plan and policy. The district posted an announcement on the school district website and published the announcement in the local newspaper. During this meeting, parents also reviewed and discussed the School Improvement Plan (SIP). Additionally, each Title I school used its Parent Advisory Committee to review the district parent and family engagement policy before the end of the school year.

Upon final revision, the district parent and family engagement policy and plan was incorporated into the SIP which was submitted to the state. Parents are welcome to submit comments and feedback regarding the policy/plan at any time on the school district website or by submitting written comments. All feedback received by July 1, 2020 was included with the policy for this school year.

The district parent and family engagement policy and plan are posted on district and school websites, distributed during the fall P/T Conferences, annual Title I school meetings early this school year, and made available in the schools' parent resource centers.

## **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?**

**Hint**

To provide support and technical assistance to all 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.

- LEA will ensure professional development requirements are met for teachers and administrators by utilizing the district professional development plan
- LEA will provide coordination, technical assistance, and other support to schools in based on the CNA (Comprehensive Needs Assessment data) &
  - ✓ jointly-developing school parent and family engagement plans
  - ✓ implementing effective parent and family involvement activities
  - ✓ jointly-developing school-parent compacts
- LEA will train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in:
  - ✓ the value and utility of contributions of parents
  - ✓ how to reach out to, communicate with, and work with parents as equal partners
  - ✓ how to implement and coordinate parent programs
  - ✓ how to build ties between parents and the school
- (May include meaningful consultation with families and/or community)
- LEA will provide training at least annually for volunteers at the beginning of the SY
- LEA will place a parent-friendly summary of the (district) parent and Family engagement plan as a supplement to the student handbook
  - ✓ LEA will obtain signatures from each parent acknowledging receipt of the (district's) parent and family engagement plan at the fall P/T conferences
- LEA will ensure information is sent in a language and format parents and families can understand

The district Parent and Family Engagement coordinator will provide support and technical assistance to all schools by periodically meeting with school coordinators to discuss plans, school-parent compact, resources for parents and the parent center, volunteer opportunities for parents, events and activities for parents/families, and the annual Title I meeting requirements. In addition, all school coordinators are encouraged to attend other professional development offered by the local educational cooperative or others throughout the state. State law mandates all school staff receive professional development with regards to parent and family engagements. LEA ensures all staff receive such training as required. Additional Parent and Family Engagement training and workshops are offered locally by the local educational cooperative, LEA, & schools. Each school provides annual training for all parents wishing to serve as volunteers or to assist with instructional programs during the school year. Parents are kept abreast of news and information from the school through the school-wide messaging system. Parent/Teacher conferences are scheduled at varied times to allow for parents with varied work schedules to attend. In addition, teachers will make themselves available to parents who are unable to attend conferences as needed. Copies of the Parent and Family Engagement Plan will be provided to families who may not have access to the plan from the school's website. Also the plan summary is included with the student forms book at the beginning of each school year or given with the new student enrollment packet. Signed copies of the receipt of the forms book are kept on file at each school.

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### **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?**

Hint

- LEA will provide assistance to parents, as appropriate, in understanding
  - ✓ the challenging State academic standards (Essential Standards are posted on each school's webpage; ELA/Math Night)
  - ✓ State and local academic assessments- Parent Nights/brochures
  - ✓ the requirements of Title I, Part A
  - ✓ how to monitor a child's progress and work with educators to improve the achievement of their children (P/T conferences, Parent Night)
- LEA will provide materials and training to help parents to work with their children to improve their children's achievement (Parent Night, Parent Center)
  - ✓ such as literacy training and using technology (including education about the harms of copyright privacy), as appropriate, to foster parental involvement
- LEA will provide such other reasonable support for parental involvement activities under this section as parents may request
- LEA will describe how each discretionary item your district and parents chose will be implemented (Annual Report to the Public, Parent Night)

LEA will build school and parent capacity for strong family engagement to ensure effective involvement of family members and the community, as equal partners, to improve student academic achievement through districtwide activities and programs.

LEA will provide assistance and support to all Title I schools to ensure family engagement requirements are being satisfied and family engagement strategies and activities are being implemented. All Title I schools will receive notifications and resources from the district to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the district will hold monthly meetings and training with its Title I schools' principals and school Family Engagement Facilitators to review family engagement plans and activities. Parents are encouraged to participate in the school's local parent organization which is involved with fundraising activities, STEM Nights, Literacy Nights, Fine Arts Night, etc. Parents have the opportunity to participate in local field trips, activities during the school day, etc. Parent resources are located at each school in the parent centers and additional information is available in the school libraries. Libraries are also open on a schedule after hours to work with parents and students to improve reading levels and support student literacy growth.

During the district's annual report to the public, the following components will be presented and addressed:

- Federal Funding
- State Funding
- Accreditation Status
- Enrollment Trends
- Parent and Family Engagement Policies
- Professional Development
- Standardized Testing Information
- Programs Offered
- School and District Goals
- Child Nutrition Regulations

In addition each school will hold a meeting annually to discuss with parents the school's plan for Title I. This

meeting will include information such as:

- Parent's Right to Know
- School Performance
- Compliant Procedures
- School/Parent Compacts
- Parent and Family Engagement Plans
- Rights for Disabled Parents
- School Improvement Plans

- School Curriculum
- Assessment Data
- School Safety Data

#### **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?**

Hint

1. LEA will reserve at least 1 percent of district allocation under Title I, Part A  
 ✓ Does not apply if the district receives an allocation less than \$500,000 ✓  
 Ensure a minimum of 90% of that 1% goes to schools, with priority given to high-need schools
2. LEA will ensure parents and families are involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parental involvement activities (Parent Committee)
3. LEA will ensure the funded activities and strategies are consistent with the district parent and family engagement policy
4. LEA will conduct an annual evaluation identifying at the district/schools.  
 Barrier, Needs, & strategies
5. LEA will use the findings from the evaluation to design evidence-based strategies for more effective parental involvement
6. LEA will review and approve the plan for each school
7. LEA will review and update the district plan annually by August 1 (see Section 1)

The LEA will reserve 1 percent from the total amount of Title I funds it receives in FY20 to carry out the parent and family engagement requirements listed in this policy and as described in Section 1116 of the ESSA. Furthermore, the LEA will distribute 90 percent of the amount reserved to Title I schools to support their local-level family engagement programs and activities. The district will provide clear guidance and communication to assist each Title I school in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations. Each Title I school will host an annual School Improvement Forum in March for parents to provide suggestions how these family engagement funds will be used in the upcoming year at the district and school-level. Comment cards and minutes from these meetings will be reviewed by the district to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

Parents input is sought to allocate those funds set aside for Parent and Family Engagement activities such as STEM Nights, Literacy Nights, Transition Nights, and open library times. All events are aligned with the Parent and Family Engagement policy and are evaluated annually for their effectiveness and decisions are made at that time on the continuation of such programs and events.

#### **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?**

Hint

To 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), the LEA will:

Coordinate and integrate programs and activities with other Federal, State, and local programs (Title III, SEA, district funds)

Conduct other activities, such as parent resource centers at each school, that encourage and support parents (Materials of other languages will be available).

Coordinate with local business and other community partners through advisory committees and tours for students with interest in such fields post high school Such tours are arranged with the staff in the CTE department at each school. In addition, such businesses and community partners are scheduled to present to students and families during the school year and at school events held in the evenings such as Open House and Parent/Teacher Conferences. The district partners with the local educational Cooperative to provide on-campus ABC preschool programs at each elementary school to aid in the transition to kindergarten. Transition nights are scheduled by school counselors as students move from elementary to middle school & from middle school to high school as well as from high school to college and/or the workforce. Parents are active in both the Career Action Planning for their students and the Student Success Plan. These plans are revised annually and are a living document in which parents and students have access to at all times. Other parent resources are available in the parent center on each campus.

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(See complete **Arkansas Guide for District Parent and Family Engagement Plan** ([http://www.arkansased.gov/public/userfiles/Public\\_School\\_Accountability/Federal\\_Programs/Arkansas\\_Guide\\_and\\_Sample\\_Ten](http://www.arkansased.gov/public/userfiles/Public_School_Accountability/Federal_Programs/Arkansas_Guide_and_Sample_Ten) for references)

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**ADE Reviewer Responses by Section**

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**Section 1 - Jointly Developed Expectations and Outcomes**

- Changes Required
  - Federal Compliance
  - State Compliance
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**Comments:**

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**Section 2 - Building Staff Capacity through Training and Technical Assistance**

- Changes Required
  - Federal Compliance
  - State Compliance
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**Comments:**

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**Section 3 - Building Parent Capacity**

- Changes Required
  - Federal Compliance
  - State Compliance
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**Comments:**

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**Section 4 - Reservation and Evaluation**

- Changes Required
  - Federal Compliance
  - State Compliance
- 

**Comments:**

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**Section 5 - Coordination**

- Changes Required
  - Federal Compliance
  - State Compliance
- 

**Comments:**

Close