

Taylor Elementary School Parent Engagement Plan 2023-2024

1: Jointly Developed Expectations and Objectives

Taylor Elementary School includes parents in creating and reviewing school improvement plans, handbook policies and the parental engagement plan. We have a very strong Parent-Teacher Organization with a governing board that works alongside our school to make decisions. All parents are invited to participate in this organization. The parents also elect the governing board of the organization. The school improvement plan is a living document that is constantly being updated to fit the needs of our student population. Data, demographics, strategies, resources and evidence are on a continuous cycle of improvement. The handbook is updated every school year during February with parent representation on the committee. The parental engagement plan is reviewed and revised each school year with parent input. Parent meetings are held and all parents are invited to attend.

All parents are invited to meetings to participate in creating the parental engagement plan for our school. A survey is also provided to all parents for feedback if they are unable to attend the meetings. This survey is created by our district parental engagement coordinator and sent out to parents through our Thrillshare app in our website platform. This information is used to create the plan for parent engagement. These two efforts ensure that parents have the opportunity to voice their needs and concerns.

Annual Title I meetings are also held in the fall of each school year. The Title I program is explained to all parents in the effort to help them understand the program and how we work to meet the academic needs of their student. All parents are invited to attend these meetings.

2: Communication

At the beginning of each school year a parent packet is created and sent home with each student at Meet and Greet. This packet includes all information about how our school operates, policies, engagement plan, and all parent communication opportunities. A refrigerator curriculum is provided for the child's specific grade level so parents are aware of essential standards taught at that grade level. Teachers personally provide this information when students and parents come to Meet and Greet. Meet and Greet is held each year a few days before school begins. All parents and students are invited to attend. This event is held over several hours to ensure flexibility for parents to attend.

Our Parent Teacher Organization solicits parent volunteers each school year. Parents are provided the opportunity to sign up for and participate in the organization. Parents share how they would like to participate in the school and events through a volunteer survey. This information is sent home at Meet and Greet as well as an opportunity to meet the PTO governing board to be involved in the upcoming school year.

Our school has open communication with parents at all times. Phone calls, emails, Remind messages, Tuesday folders, website, etc. allow for two way communication. All parents receive constant communication with their child's teacher as well as the school principal. All phone calls, emails and parent concerns are addressed by the building principal as needed.

Our school publishes newsletters each week. Upcoming events and highlights are created and sent home in Tuesday folders. This newsletter is created by a teacher on campus in collaboration with the school principal and teachers. A calendar of events for that month is included as well as pictures from previous events and a Leader in Me habit focus.

Our school district provides an ESL teacher to help translate for those parents who don't speak English. This teacher also helps translate important documents for our parents as needed. Google translate is also available for languages other than Spanish.

Technology has provided many outlets to communicate with parents. Our school website has upcoming events, important documents and provides information for parents in real time. The Remind101 system allows teachers to keep parents informed of classroom instruction, events, etc. Parents can reply to teachers through this system to ask questions for clarification. Email is another form of communication used by teachers and parents. The building principal is able to share information with parents through the Thrillshare App on the school website. Important information and reminders can be pushed out to parents in text message forms.

3: Building Staff Capacity

The state of Arkansas requires that educators receive two hours of professional development in parental involvement every 4 years. Our school uses Arkansas Ideas along with guest speakers to help provide this requirement. Arkansas Ideas provides a wealth of information related to parental involvement. Our local educational CO-OP offers workshops and trainings as well. These workshops are provided locally and free of charge. A catalog of opportunities is available to all staff.

Teachers at our school realize that parents are the child's first teacher. We also include parents in making decisions for their child. Our school holds

conferences for students in special education and 504 services. All conferences are attended by the parent, teacher and principal. Parents are provided with information each week about what their child is learning in teacher newsletters. Parents are encouraged to help with studying spelling words, math facts and any homework items sent home. Teachers share specific materials with parents to assist with learning as needed. Parents also have real time access to their student's grades on the Home Access Center at all times.

Teachers communicate often with parents. Parents have access to our teachers through REMIND101, email, notes, phone calls and in-person conferences.

Our school holds family nights to include our parents in the school program. Parents get information on how to work with their child in our literacy and math programs. Arkansas Reads One Book is an event that is fun for the families and school to participate in to connect reading with other activities.

The Parent-Teacher Organization Board provides parents with the opportunity to have a voice in programs and activities at our school. This organization is open to all parents to participate. The board welcomes all parent input and suggestions.

Several teachers hosted student led conferences last year. We are hoping to grow that program with more grade levels this year. Parents enjoyed hearing from their student on their personal progress. This is a part of our Leader in Me program.

Our Title I teachers provide parent-teacher-student compacts for all of their students. This document states the responsibilities of all stakeholders. Each person signs the contract as an agreement to work together to help the child grow and achieve goals.

Taylor Elementary School has an open-door policy for parents. All staff return all calls, emails and concerns of parents. The school principal is available to parents as needed. Parents are always made to feel welcome in our school. Parents are encouraged to start with the child's teacher to resolve any concern or conflict with the principal being available as needed.

4: Building Parent Capacity

Taylor Elementary School provides parents with a refrigerator curriculum at the beginning of school in their parent packet provided at Meet and Greet. This is also available on the school website. This curriculum includes the essential standards students need to master in order to prepare for the

next level. Family Literacy and Math nights also provide parents with curriculum exposure. Open House is another opportunity for parents to experience what students are learning in classrooms. The Report to the Public is given at this event. This report explains assessments to parents as well as how the students did on the assessment. Parents are given their child's scores and reports on state assessments.

The school will host a Title I parent meeting in the fall. At this meeting, parents will learn what opportunities are available for their child in Reading and Math services. Parents will also be allowed to ask questions to gain further understanding about the program. Parents will be shown how to use the online Home Access Center to see their child's grades in real time. This allows parents to keep informed of their child's progress as well as 4.5 week progress reports and 9 week report cards being sent home. The school/student/parent compact is a document that shows parents what they can do to help their child at home to be successful. This document is a contract with all stakeholders involved with their child. Students receiving dyslexia therapies also receive a document showing what they can do to help their child at home. They also receive practice activities each week.

Literacy and Math nights assist parents with understanding how we work with our students in these areas. It also provides time for parents to interact with their child in a fun learning setting. We provide parents and students with technology programs that assist with learning. Programs such as Prodigy and Freckle can be done at home. Parents are also encouraged to learn how to use our Google Classroom. We have provided virtual training on our school website for parents to learn Google Classroom. We plan to build this training portal for parents based on their needs. We will also provide learning links for parents to access at home.

Parents are invited to two parent-teacher conferences each year. Teachers or parents may feel the need to meet more often and can call conferences as needed. Parents are invited to many activities at school. Such activities include fall carnival, PTO meetings, awards programs, book fairs, holiday lunches, field day, family nights, etc. Many of these activities provide the opportunity for parents to volunteer at the school. Parents can play a role in decision making for the school as a part of the PTO. Parents who want to assist with developing school goals can participate on the PTO board. This board helps to ensure our school is carrying out the parental engagement plan as well as the school improvement plan. Our community also plays a role in our school. Community leaders and service organizations are involved in our fall carnival. They are encouraged to set up booths for families to learn about available services. Last year we hosted the police, fire department, state police helicopter, a local doctor, a local bank, etc.

Our school has a parent center located in the front lobby. This center is available for all parents. We are also creating a virtual parent center on our school website. This will allow us to provide parenting links that parents can access from home.

We participated in Arkansas Reads One Book again this year. All students got a book to read at home with their families. This program came with lots of resources for families. Materials could be printed or used online with students. Some of these activities helped parents learn how to read with their student and activities that could be done with each chapter. The families read one chapter each night. Our parent center on our website will include a link to The Department of Education for parent website tools. Patsy Garner, our district food nutritionist, will add links as well for nutritional meal planning for parents.

5: Coordination

Our school invites local community service partners to our fall carnival and throughout the school year. Police, Fire, and State Police brought equipment for students and families to explore. We also invited a local doctor and bank to set up a booth. In the month of April, we have a local dentist who comes and gives all students a free dental checkup. Students receive a note if they need to have a formal dentist appointment. Our school's Leader in Me program is supported by local businesses. We have raised all of the money from business partners to bring this program to our school. Our business partners are invited to school for our leadership event to see the fruits of their investment. Local community grants have also been written and received to support this program. Our end of the year awards program spotlights a 5th grader for the George Connell Award. Mr. Connell was the school's first principal. He served the school for over 30 years. His family is always in attendance to help present this award.

We partner with local daycares to ensure we are recruiting all kindergarten students for the new school year. The Hippy program is another service that helps us in the process. The students come to a kindergarten roundup to register. Our fifth graders visit and tour the middle school each year in May to learn about their new school. The high school in town allows students to complete observation hours at our school for students who participate in the teacher orientation class. Our school also partners with local colleges to host student teachers on our campus. A local church supports our most at risk students with weekend food backpacks. They also receive support from our local foodbank as needed.

Our PTO Board nominations are held each year in the spring. Any parent can nominate or run for these board positions. This board meeting occurs monthly with agendas, minutes and sign-in sheets.

6: Annual Title I Meeting *(Title I schools)*

The Annual Title I meeting is held in the fall, usually September or October. All parents are invited to attend. Parents receive an explanation of services, meet the teachers who provide the services, and receive their rights.

Agenda Items:

1. Purpose of Title I Programs at Taylor Elementary
2. Explanation of Curriculum and Assessment used in identification of students.
3. Parents' Rights to Know-Parents receive a copy of their rights. Teachers are Highly Qualified and parents have a right to request meetings as needed to discuss their child's progress.
4. Inform parents of the right to request a meeting to discuss and formulate suggestions and to participate in decisions affecting the education of their child.
5. Discuss Parental Engagement Plan and Title I Plan
6. School-Parent-Student Compact
7. Questions, Concerns, Insight, Suggestions

7: School-Parent Compact *(Title I schools)*

The School-Parent Compact is jointly developed by the Title I teachers, administration and parents. The compact is reviewed yearly to ensure it is still relevant for the Title I program. All parents in the program can provide feedback as noted in the compact. The School Responsibility outlines the required areas of two conferences a year, frequent progress reports, access to staff, and opportunities to volunteer and observe for parents.

School-Parent-Student Compact

School Staff's Responsibility:

- Provide high quality curriculum, instruction, materials and equipment in an effective, caring, and safe learning environment,
- Provide opportunities for ongoing communication through:
 - o Semi-annual parent-teacher conferences, including information on academic and performance standards, assessments, and related goals for improvement,
 - o Frequent reports regarding your child's progress,
 - o Participation in talks with staff, class volunteering, and observing classroom activities, and other parent involvement activities that support a strong school-home partnership.

Parent's Responsibility:

- Encourage my child to attend school regularly and participate in learning,
- Encourage my child to engage in positive school behavior,
- Provide a quiet place for homework completion; review my child's completed homework assignments.
- Monitor television watching and other distractions, and encourage productive use of my child's extracurricular time,
- Volunteer in my child's school and classroom, and
- Attend parent-teacher conferences, serve on advisory groups, participate in writing improvement plans, and decisions relating to the education of my child.

Student's Responsibility:

- Contribute to a safe school environment by being a productive student through:
 - o Attending school regularly, ready to learn,
 - o Helping develop and follow school and class rules,
 - o Completing and turning in my assignments, and
 - o Respecting and assisting others at school.

Please review this School-Parent-Student Compact with your child and his or her teacher during our upcoming parent-teacher conferences. Your suggestions for strengthening its implementation are welcomed.

Thank you for your support and involvement in your child's education. Please contact your child's teacher or principal, or the person listed below if you have any questions.

All parents receive a copy of the compact to keep at home.

8: Reservation of Funds *(Title I schools)*

Our school receives \$750.00 each year for parental involvement. These funds are used to purchase home/school folders. These folders are very sturdy and are used to send home important information to parents every Tuesday. Funds are also used to celebrate our parent volunteers at the end of each year.

Last year we received extra funds in the amount of \$5,000. We purchased the books for Arkansas Reads One Book. This was decided on by the school principal, librarian and parent facilitator. The PTO Board supported this decision. We also purchased some Leader in Me materials for families. The Parents Guide to Leader in Me was purchased for all families. Other titles were purchased in smaller amounts for those parents interested in a deeper understanding of the program and the 7 Habits of Highly Effective People. We will host a Leader in Me Family night for parents.

Our PTO Board helps make decisions for our parental involvement funds. They work alongside the principal and parental involvement coordinator.

Committee:

Tammie Canada, Principal

Kristi Bumpass, Parental Involvement Coordinator (outgoing)

Holly Trucks, Parental Involvement Coordinator (incoming)

Antionette Meadors, PTO President, Parent

Morgyn Hartley, PTO Board Member, Teacher, Parent

Brittanie Frazier, PTO Board Member, Parent

Kristy Woods, Parent

Sarah Sheltman, Parent

Branden Cutter, Parent

Karajean Roberson, PTO Board Member, Parent

Nancy Hidalgo, Parent