

AR  
H.L. Lubker Elementary School (Bald Knob Public Schools)  
103 West Park St  
Bald Knob AR 72010  
501-724-3714

### School Parent and Family Engagement Plan

<b>School Name:</b>	H.L. Lubker Elementary
<b>Facilitator Name:</b>	Loree Pace
<b>Plan Review/Revision Date:</b>	5/21/2020
<b>District Level Reviewer, Title:</b>	Lisa Moore, Federal Programs and Special Services Director and Elementary Principal
<b>District Level Approval Date:</b>	

#### Committee Members, Role:

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

First Name	Last Name	Position
Kim	Bennett	Parent
Erik	Downs	Parent
Megan	Glaze	Parent
Spencer	Hillis	Parent
Teesha	Hutchison	Parent
Tara	Morris	Parent

#### Committee Members, Role:

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

First Name	Last Name	Position
Kristen	Richardson	Parent
Shelia	Martin	Community Member
Kay	Jameson	Community Member
Loree	Pace	Teacher / Parent Involvement Facilitator
Andrea	Williams	Teacher
Tammy	Glaze	Teacher

#### Committee Members, Role:

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

First Name	Last Name	Position
Bridget	Pate	Teacher
Donna	Storey	Migrant Tutor


## **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?**

To ensure the continued improvement of the school's family/community engagement program, the school will conduct an annual review of its family and community engagement policies to examine their effect on promoting higher student achievement. The review will be done by a committee consisting of parents and other community members, certified and classified staff, and member(s) of the administration.

The school will administer two parent involvement surveys (pre and post). Both surveys will contain criteria designed to collect evidence concerning parental satisfaction with the schools program. Evidence gathered will be used to increase family/community engagement in the school, address specific needs of parents, determine the effectiveness of specific strategies, and encourage the involvement of parents in school activities to support student academic growth.

Additionally, the school will involve parents on district level school improvement planning committees (i.e. Wellness Committee, Family and Community Engagement Committee, Technology Committee, ELL/Homeless Committee, Literacy Committee, Student Handbook Committee) . To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

The School Family and Community Engagement Plan contains a policy for parents to submit complaints about Title I programs including parental involvement.

Educators are available to meet and discuss student's educational and academic needs at any point during the school year. These meetings will be planned at the convenience of both the parent and the teacher.

## **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 school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress, and information on proficiency levels students are expected to meet.

Parents will be informed about the schools Title I programs and their rights under Title I. They will also be informed of some volunteer opportunities in the school.

The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. This meeting is typically held prior to Open House.

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### **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?**

Informational packets containing pertinent school information will be supplied to each parent at Open House. The packet will contain:

- \* School telephone number, e-mail addresses, and school web page address
- \* A tentative schedule of events for the school year and contact person(s) for each event
- \* Responsibilities of the parent, student, teacher, and school (Student/Parent/School Compact)
- \* Title I Parental Involvement Survey
- \* Student handbook. Signature page signed by both student and parent will be returned to school.

The Family and Community Engagement Plan is also available on the school website and BK Schools App. The district Family and Community Engagement Plan is included in the student handbook.

Both the FACE Plan and the Parent Informational packet are available in whatever language is spoken in the home.

Contact Loree Pace, Family and Community Engagement Facilitator with any questions about the FACE Plan or Parent Informational Packet. (loreepace@baldknobschools.org or 501-724-3714)

Educators are available to meet and discuss student's educational and academic needs at any point during the school year. These meetings will be planned at the convenience of both the parent and the teacher.

Educators will communicate with parents using homework assignment folders and classroom newsletters.

Other means of Parent/Teacher communication are:

Bald Knob Schools Website or App, E-Mail, One-Call Telephone Notification Service, Local Radio Station KWCK

All H.L. Lubker Elementary Teachers will use one of the following to communicate with families:

Class Dojo, Remind 101, Facebook Groups, Google Classroom

School and Home Connections (9 issues) parenting newsletter - This publication gives parents helpful insight to current educational news and tips for helping students succeed.

Parents will be provided with information regarding highly qualified teachers; including notification in a timely manner for parents of students who may be assigned to a teacher who is not highly qualified in a specific subject.

Elementary teachers will make positive contacts with parents through various forms of communication.

The School Calendar is available on the Website, App, in the Parental Involvement Plan, and in the Student Handbook.

Menus for lunch and breakfast are sent home each month.

The District will provide parents with mid-term reports each quarter and nine-week report cards with information regarding the child's academic progress.

The school will provide information to parents on how to receive a copy of the school wide Title 1 Plan through media such as the student handbook, school website, and parent meetings.

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#### **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?**

School staff, parents, and students annually review the school-parent-student compact that was collaboratively developed by staff, parents and students. This compact outlines responsibilities for improving student academic achievement. All stakeholders will sign the compact.

Parent/Teacher conferences will be held once per semester (September 24th and February 11). As always, educators are available to meet and discuss student's educational and academic needs at any point during the school year.

Teachers will have access to the information sent by parents on the Volunteer Surveys. They will be able to use this information throughout the school year to call on parent and community volunteers for various school activities.

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#### **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?**

Not Applicable - The district does not receive more than \$500,000 Title I, Part A allocation.

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#### **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?**

To support the goals and mission of Bald Knob Public Schools, the school's parents, alumni, and community must work together as knowledgeable partners. Through the use of our district's community resources, the school will recruit alumni from the school, parents, and individuals from the community to be part of the Family and Community Engagement Committee. Participation in the FACE Committee will give each member an opportunity to provide advice and guidance for school improvement.

The School Family and Community Engagement Plan contains a tentative schedule of activities for the school year. Among these are several Parent/Family Involvement Meetings: Title I Meeting, Open House, Volunteer Orientation, Parent/Teacher Conferences, Curriculum Nights, Music Performances, Health/Wellness Events, Book Fair.

The school will send home monthly "Reading Connection" newsletters. These include literacy activities for parents and students to do at home. There is a K-2 version and a 3-5 version.

The Bald Knob School District has provided opportunity for parents to participate in a Parent Teacher Organization.

The Bald Knob School District seeks out parents, community members, and local businesses to contribute and volunteer at various school programs and activities:

The School Family and Community Engagement Plan supports the goals of the School Improvement Plan. These goals for the 2020-21 school year are:

1. Use Capturing Kids Hearts to decrease the percentage of office referrals and build a positive staff culture.
2. Improved student attendance (fewer chronically absent and higher percentage of overall attendance).
3. Provide effective literacy instruction (to be shown by improved scores in ACT Aspire and IStation testing).

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## **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?**

The School Family and Community Engagement Plan contains a tentative schedule of activities for the school year. Among these are several Parent/Family Involvement Meetings: Title I Meeting, Open House, Volunteer Orientation, Parent/Teacher Conferences, Curriculum Nights, Music Performances, Health/Wellness Events, Book Fair.

A description of the curriculum is on the school website. Information about assessments is provided to parents by the teachers. Parents are also provided with grade level At-a-Glance Curriculum information at Open House.

Parents are given regular progress monitoring reports and assessment results throughout the year. Teachers also provide parents with literature regarding upcoming progress monitoring and assessments.

The school uses a variety of means to provide assistance and instruction to parents regarding items such as Arkansas Academic Standards, assessments, Title I, and nutrition. These means include monthly newsletter, weekly classroom reports, and Reading Connection newsletter.

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## **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?**

All teachers are required to have 2 hours annually of Parental Involvement professional development to meet the required components regarding the importance of Family and Community Engagement.

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## **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?**

Non Applicable - The school district did not choose to include any Discretionary Components in the School Parent and Family Engagement Plan.

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

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**District Feedback**

- ☐ Attention: Changes Needed!
- ☐ In Compliance

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**Comments:**