

AR
Bald Knob Public Schools
103 West Park
Bald Knob AR 72010
501-724-3273

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](#)".

District Name:	Bald Knob School District
Coordinator Name:	Marcy Dugger
Plan Review/Revision Date:	9/18/2019
District Level Reviewer, Title	Director of Federal Programs and Special Services

Committee Members, Role:

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

First Name	Last Name	Position
Loree	Pace	Elementary Coordinator
Christie	Thomason	Parent
Cindy	Haynes	Parent
Megan	Hartle	High school Coordinator
Farrah	Chambliss	Parent
Michelle	Bonds	Teacher

Committee Members, Role:

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

First Name	Last Name	Position
Paula	Gilbee	Counselor
Stephaine	Muckelberg	Counselor
Tammie	Cloyes	Administrator
Teresa	Johnson	Counselor
Melissa	Gipson	Superintendent
Dana	McKinney	Teacher

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?

- Develop and distribute the School/Parent Compact to each Title 1 school. A School Parent Compact was developed and distributed to each Title I school within the Title I Handbook. Contact Person: Marcy Dugger Director of Federal Programs and Special Services, (501) 724-3273.
- Develop and disseminate district parental involvement policy. The district parental involvement policy is part of the Title I Handbook that is distributed and disseminated to each Title I school at the beginning of school. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Conduct an annual review of the effectiveness of the parental involvement policy (October 16, 2019). The Parent Involvement Committee reviews the current year's parent involvement participation and survey data. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Conduct an annual meeting to update the policy for next year's Title I, Part A program. The Parent Involvement Committee will meet on the first Tuesday of May to review and update the district's parental involvement policy. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Coordinate parental involvement activities with those of other programs such as Head Start program, Home Instruction Program for Preschool Youngsters and District run preschool programs. Contact Person(s): Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273; Lisa Moore, H.L. Lubker Elementary School Principal, (501) 724-3273.
- Establish parental involvement contact person at each of the Title I, Part A schools. Each school has a Parental Involvement Facilitator appointed by each respective building principal: Loree Pace, H.L. Lubker Elementary, (501) 724-3273; Lindsay Goacher, Bald Knob Middle School, (501) 724-3273; Megan Hartle, Bald Knob High School, (501) 724-3273. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Ensure adequate representation of parents and families of participating children in the process of developing the District Parent and Family Engagement Plan by providing Invitations and reminders of upcoming meetings and activities. Meeting dates and information is also placed on the district website and Facebook pages.
- Ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand. Each school has an ESOL designee who works with the District's ESOL Coordinator to ensure information is sent home in a language and form parents can understand: Lynn Garner, H.L. Lubker Elementary School ESOL Designee, (501) 724-3273; Allan Fairbanks, Bald Knob Middle School ESOL Designee, (501) 724-3273; Allan Fairbanks, Bald Knob High School ESOL Designee, (501) 724-3273. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Involve parents in the process of school review and improvement by including them on the school improvement plan committees, the District Literacy committee, and Parent and Family Engagement Committee.
- Provide opportunities for meaningful involvement through the distribution of the District Title I handbook. Parents will provide input on the development of the handbook through surveys and committee participation.

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?

- Conduct ongoing site visits to observe parental involvement practices. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Provide materials and training not otherwise available to assist parents in supporting their child's academic achievement (i.e. Arkansas Refrigerator Curriculum, PTA Guide to the Common Core K-12).
- Enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. The district will ensure professional development requirements are met for teachers and administrators. The district will require that minimum state requirements are met for teachers and administrators. Parent involvement professional development will be provided every fourth year to licensed staff beginning the 2014-2015 school year. Licensed staff will receive two (2) hours of PD designed to enhance their understanding of effective parental involvement strategies. This PD will consist of training in emotional poverty, Capturing Kids Hearts strategies, district involvement opportunities (i.e. Family Night activities, health and wellness clinics and information, survey results, and other parent input on ways to contribute to the educational process from the parent perspective. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Ensure, to the extent possible, that information is sent home in a language and form parents can understand.
- Each school has an ESOL designee who works with the District's ESOL Coordinator to ensure information is sent home in a language and form parents can understand: Lynn Garner, H.L. Lubker Elementary School ESOL Designee, (501) 724-3273; Allan Fairbanks, Bald Knob Middle School ESOL Designee, (501) 724-3273; Allan Fairbanks, Bald Knob High School ESOL Designee, (501) 724-3273. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Monitor each Title I, Part A school to ensure that each school performs the following tasks:
- Develop parental involvement policy. Offer flexible meeting times.
- Hold an annual volunteer meeting to educate parents, families, and other stakeholders in the importance of and the opportunity to volunteer in the school.
- Provide information to parents about the school's program, include parent information guide.
- Develop and use the SchoolParent Compact. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. Each school has parent nights designated to train parents in working with their child to improve academic achievement in addition to the two (2) state required parent/teacher conferences:
 - H.L. Lubker Elementary School Math/ Science Night and Literacy Night
 - Bald Knob Middle School Math/ Science Night and Literacy/Technology Night
 - Bald Knob High School 9th Grade Seminar, 10th Grade Seminar, 11th Grade Seminar, and 12th Grade Seminar Contact Person(s): Loree Pace, H.L. Lubker Elementary, (501) 724-3273; Lindsay Goacher, Bald Knob Middle School, (501) 724-3273; Megan Hartle, Bald Knob High School, (501) 724-3273.

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?

- Provide information to participating parents in such areas as national, state, and local education goals,

including parents' rights as defined in Title I, Part A. A Title I Handbook was distributed and disseminated to each Title I school including pertinent information regarding Title I school wide programs and parents' rights as defined in Title I, Part A. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.

- Assist in the development of parent engagement groups at each school. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Involve parents through an annual survey to improve school effectiveness. The Parent Involvement Committee meets on the first Tuesday of May to review the current year's parent involvement participation and survey data to improve school effectiveness. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Approve reasonable and necessary expenses associated with parental involvement activities. Contact Person: Marcy Dugger Director of Federal Programs and Special Services, (501) 724-3273.
- Provide any reasonable support for parental involvement at the request of participating Title I, Part A schools. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.

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?

The district does not receive \$500,000 in Title I, Part A funds so it does not meet reservation requirements from ADE/DESE.

- Survey parents annually, including questions to identify barriers to parental involvement. Parents are surveyed at Parent/Teacher Conferences. Contact Person(s): Loree Pace, H.L. Lubker Elementary, (501) 724-3273; Lindsay Goacher, Bald Knob Middle School, (501) 724-3273; Megan Hartle, Bald Knob High School, (501) 724-3273.
- Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. The Parent Involvement Committee meets on the first Tuesday of May to review the current year's parent involvement participation and survey data to improve school effectiveness. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.
- Develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. Each Parent Involvement Facilitator maintains the appropriate documentation (agenda, sign-in sheets, and minutes) for parent participation at each building.
- Compiled parent participation numbers are documented in a shared Google sheet for review. Contact Person(s): Loree Pace, H.L. Lubker Elementary, (501) 724-3273; Lindsay Goacher, Bald Knob Middle School, (501) 724-3273; Megan Hartle, Bald Knob High School, (501) 724-3273.
- Use findings from evaluation process to:
 - Make recommendations to each participating school for parental involvement policy revision. The district will use this information to develop evidenced based attendance, discipline, achievement policies and guidelines.
 - Provide suggestions for designing school improvement policies, as they relate to parental involvement.
- The Parent Involvement Committee will provide meeting minutes inclusive of suggestions for designing school improvement policies, as they relate to parent involvement, to building principals and Parent Involvement Facilitators. Contact Person: Marcy Dugger, Director of Federal Programs and Special Services, (501) 724-3273.

- Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Each building principal will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community at the Annual Report to the Public in August of each school year. Contact Person(s): Lisa Moore, H.L. Lubker Elementary, (501) 724-3273; Angela Kindrex, Bald Knob Middle School, (501) 724-3273; Sarah Shannon, Bald Knob High School, (501) 724-3273.

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?

The Bald Knob School District provides several opportunities for other organizations, businesses, and community partners to provide additional supports through donations and volunteerism.

The Bald Knob School District coordinates with the Bald Knob Fine Arts Council to provide an afterschool program that provides support to families and students. The Bald Knob coordinates with local businesses and civic organizations to provide health support for families (i.e. glasses; telehealth services on campus through AR Care). Local businesses, civic clubs, and churches work with the Bald Knob School District to provide incentives for grades, attendance, and other activities.

The Bald Knob School district provides community resources and services that are provided to parents through monthly Parent Letters. The Bald Knob School district maintains a parent center on each of the three school campuses in order for to support family needs.

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

ADE Reviewer Responses by Section

Section 1 - Jointly Developed Expectations and Outcomes

- ☒ Federal Compliance
- ☒ State Compliance

Comments:

8/19/2020 KWilson

Section meets all required components.

Section 2 - Building Staff Capacity through Training and Technical Assistance

- ☒ Federal Compliance
 - ☒ State Compliance
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Comments:

8/19/2020 KWilson

Section meets all required components.

Section 3 - Building Parent Capacity

☒ Federal Compliance

☒ State Compliance

Comments:

8/19/2020 KWilson Section meets all required components.

Please review: **Plan Review/Revision Date: 9/18/2019**

Section 4 - Reservation and Evaluation

☒ Federal Compliance

☒ State Compliance

Comments:

8/19/2020 KWilson

Section meets all required components.

Section 5 - Coordination

☒ Federal Compliance

☒ State Compliance

Comments:

8/19/2020 KWilson. Section meets all required components.