

Arkansas Sample Template

School Parent and Family Engagement Plan

School Name:

Amboy Elementary

Facilitator Name:

Courtney Wages

Plan Review/Revision Date:

August 2020

District Level Reviewer, Title:

Crystal Barker, Parent and Family Engagement Facilitator

District Level Approval Date:

September 2020

Committee Members, Role:

Courtney Wages, Parent Involvement Facilitator

Heather Rhodes-Newburn, PTA President and parent

Paula Lively, Amboy Neighborhood Assoc. and community member

Jennifer Skaggs, secretary

Julie Weaver, teacher and parent

Kelsey Dellinger, teacher

Heather Stovall, parent

Adriana Alvarez, 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.)

The committee will meet to outline the important components of the policy. Parents will offer input and feedback based on previous years' experiences. Parents will also have input through surveys, meetings, conferences, etc. in order to effectively create and implement the plan. The PTA will also offer suggestions on policies and information to include in the plan.

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.)

The Title I meeting was held on August 11, 2020 via Zoom. Information regarding Title funds, programs, and services will be conveyed to parents during this meeting. Parents will receive hard-copies of the presentation documents and other informational items about Title I services.

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.)

The Parent and Family Engagement Plan will be distributed to parents during conferences in an electronic format. Printed copies will be available for parents upon request. Teachers will inform parents that they can also access the NLRSD PFE Plan via the internet. Additional copies of the school plan will be located in the Parent Center in the main office of the school.

1. Amboy sends information home via note and in-person communication from students and teachers on all activities held at Amboy. Any information that would meet parent or student needs being held in the community is distributed through these avenues as well.

Responsible: Allen Pennington, Courtney Wages, classroom teachers, Diana Morales, Jennifer Skaggs 501-771-8185

2. Any information sent home via students is also sent via e-mail to all parents who gave us their email. Responsible: Courtney Wages 501-771-8185

3. Amboy has begun using the automated calling system to call parents about any activity or pertinent information. Responsible: Allen Pennington, Abigail Stone, Courtney Wages 501-771-8185

4. Teachers put information in their classroom letters regarding any activity being held.

Responsible: Classroom teachers 501-771-8185

5. Amboy has a school website allowing for information regarding activities and other information. Parents can also access their child's grades through Eschool using a HAC code they received at the beginning of the year. Parents may also use email to communicate with staff.

Responsible: Allen Pennington, Kelly Vasquez, Stephanie Orobona 501-771-8185

6. Teachers will send home a folder containing student papers and work samples every Thursday. Gold notes with behavior information for the week is also sent home at this time. Parents are asked to sign and return on Friday. Responsible: Classroom teachers 501-771-8185

7. Teachers will utilize the Class Dojo app to track student performance and communicate with parents about classroom information and events. Responsible: Administration, Classroom teachers 501-771-8185

8. Amboy will send brochures home with students and post notices in school facilities about parent workshops and meetings. Responsible: Courtney Wages, Jennifer Skaggs, Kelly Vasquez 501-771-8185

9. Amboy will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the school wide Title I plan and how to get a copy upon request. Responsible: Allen Pennington, Courtney Wages, Kelly Vasquez, Jennifer Skaggs 501-771-8185

10. Amboy will provide to parents report cards every nine weeks with information regarding their child's academic progress. Responsible: Classroom teachers 501-771-8185

11. Amboy utilizes the Remind 101 App to send out electronic messages to families regarding upcoming events and activities. Responsible: Courtney Wages, 501-771-8185

12. Amboy teachers and staff will utilize Google Classroom as the Learning Management System for communicating with all virtual students and parents. This platform will house assignments and announcements pertinent to the student's educational experience. Responsible: All Amboy staff members, 501-771-8185

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

The school-parent compact is developed and discussed during Parent/Teacher conferences. The teacher explains his/her role and duties, and the parent details his/her roles and duties. Students are also involved in this process, as they explain their role and responsibility in their education. The compact is created between all parties as a method of accountability. By using a Teacher/Parent/Student Compact, everyone knows how they are equally involved in the educational process.

Quality learning takes place when a solid and mutually beneficial relationship is formed between school and home. This compact also ensures that parents are aware that they have a voice in their student's educational experience.

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.)

Title I funds are used in a variety of ways for family engagement.

1. Discussion over the use of funds will take place during PTA and Parent Engagement Committee meetings. Amboy will hold 2 Parental Engagement Nights called "Rocket Launch". There will be one event per semester. These events will provide information, resources, and assistance to parents of our students. Responsible: Rocket Launch committee, Allen Pennington, Courtney Wages 501-771-8185
2. Fall Festival date has not been determined due to Covid-19.
3. STEM Night at the Museum of Discovery date has not been determined due to Covid-19. Responsible: Allen Pennington, Courtney Wages, STEM committee members 501-771-8185
4. Pre-K/Kindergarten Promotion date has not been determined due to Covid 19. This ceremony will most likely take place via Zoom. Responsible: Calesha Franklin, Felicia Taylor, Julie Weaver, Kirsten Pullen, Jana Thomas, Sherri Fry

501-771-8185

5. Fifth Grade Promotion will be held in May 2021, likely through Zoom. Responsible: Brittany Martin, Joseph Martinazzi 501-771-8185
6. Talent Show is tentatively scheduled for May 2021. Responsible: Elizabeth Brewster, Mary Claire Welch, Talent Show Committee 501-771-8185
7. Spelling Bee – not scheduled due to Covid-19. Responsible: Spelling Bee Committee
8. Title I funds are also used to purchase Technology Materials for our STEAM lab and other activities.
9. Money is spent on Behavior Bash and Honor Roll celebrations.
10. Literacy, Science, and Math materials and manipulatives are also purchased with Title I funds.

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.)

NLRSD and Amboy Elementary have multiple community partnerships that provide additional to families. The Amboy Neighborhood Association donates clothing, food, and school supplies.

First Security Bank provides meals at several events, as well as information regarding finances.

AR Kids Read provides reading tutors to work with students on reading skills.

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.)

Parents receive information regarding curriculum, activities, programs, and assessments regularly.

This information is given via electronic, telephone, and print methods.

At our informative "family nights", free supplies such as books, manipulatives, and other resources are given to families.

The Coordinated School Health Program partners with the Parent and Family

Engagement committee to offer financial classes, cooking classes, classes on coping with stress, etc.

Our Parent Center can be used for technology access for families with no computer or internet. We also give information regarding State Standards, ADE Guidelines, free educational programs and websites, etc.

NLRSD has a mobile library, The Book Express, that allow families to continue reading throughout the summer.

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.)

School staff receives training each year on the updated information surrounding parent and family engagement from district level administration. Parent/Teacher conferences are utilized to build and maintain this relationship between school and parents.

Teacher receive training on the importance of building the connection between home and school. They participate in online workshops that demonstrate the expectations outlined by the ADE.

Teachers strive to attend events and activities outside of the school day, in order to support the school, students, and families.

Teachers are highly encouraged to become active members in the PTA. Parents are also given incentives for joining the PTA.

Parents are encouraged to volunteer at the school whenever they are available.

Volunteer surveys are distributed by teachers to parents at the beginning of the year.

The school seeks to promote community involvement in all activities through partnerships with local businesses and organizations. In return, teachers and staff support those organizations with donations and volunteering.