

School Parent and Family Engagement Plan

School Name:

Dardanelle High School

Facilitator Name:

Cindy Hudgeons

Plan Review/Revision Date:

June 3, 2019

District Level Reviewer, Title:

District Level Approval Date:

Committee Members, Role:

Dr. Jamie Burris; Principal

Mr. Paul Farnam; Assistant Principal

Ms. Cindy Hudgeons, Counselor/ Parent Involvement Liason

Mr. Zach Hettinga; Counselor

Mrs. Shawn Hettinga; Instructional Supervisor

Bethani Walter; Student

Mrs. Melanie Burris; Instructional Supervisor

Ms. Kelly Wurst; Teacher

Ms. April Hunt, 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.)

DHS is committed to parental involvement! It is our goal to encourage and support parental involvement in all aspects of the educational process. In order to achieve this, parents are invited and encouraged to be involved in the development and implementation of the parent and family engagement plan. Parents are encouraged to participate indirectly through surveys and needs assessments. More active participation is through parental representation on the school parent and family engagement plan. Parents are involved in the review, update, and improvement of the plan each year through surveys and feedback obtained through the advisory program. All parents are surveyed to assure that adequate representation of parents is present in data collection and in the developing of committees. Parents are able to submit any concerns or suggestions to the building administrator and/or the building parent and family engagement liason at all times. This immediate feedback is utilized to make changes to better support the needs of our students and families. Parents may request meetings at any time to discuss ways to become more involved in their child's education or to visit with the administration or classroom teachers regarding concerns with the services being received. DHS is not a Title I school ;thus, the Title I school wide plan is not discussed.

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Involve parents in the development of the school parent and family engagement plan
- Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school
- Ensure adequate representation of parents of participating children in the process in a variety of roles
- Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents
- Address opportunities for regular meetings if requested by parents
- (May accomplish collaboration through the coalition of parents and community representatives)*

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.)

NA (DHS is not a Title I school.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Conduct an annual Title I meeting
 - ✓ to inform parents of the requirements of Title I and the school's participation
 - ✓ to inform parents' of their rights under Title I
 - ✓ (Recommendation: Include the month/year or month/day/year when the Annual Title I meeting will be held)

The purpose of the annual Title I meeting is to disseminate information only and cannot be used as an opportunity for gathering input into the Parent and Family Engagement Plan and School-Parent Compacts.

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.)

To promote parent and family engagement, communication is essential. Communication will be provided in various forms to assure that all shareholders are informed and have a voice. At the beginning of the school year, a communications media campaign will be held to inform all parents of the possible ways that they can communicate with the school. Communication will occur through: Remind 101, Facebook, Twitter, Instagram, Letter Mail Outs, Automated Phone Calls and the district website. In order to inform all parents of the parent and family engagement policy, students and parents will receive a copy of the policy through the school and district handbook. By knowing the policy, what is available, the role and responsibility that parents have in the process and ongoing communication in various forms, parents and families will be an essential component to student success at DHS!

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

(*Post these items to district website by August 1)

- *Make the school parent and family engagement plan available to families and the local community
 - ✓ *Include contact information for the parent facilitator
- Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child
- *Distribute an informational packet annually to include
 - ✓ *Description of Parent and Family Engagement plan
 - ✓ *Recommended roles
 - ✓ *Ways for a family to get involved in a variety of roles
 - ✓ *Survey regarding volunteer interests
 - ✓ *Schedule of activities planned throughout the school year
 - ✓ *Regular, two-way, and meaningful system for parents/teachers to communicate
- *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
- Offer meetings at various times (such as in the morning and evening)
- Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)
- *(May offer transportation as such services relate to preventing barriers to parent and family engagement)*
- *(May offer child care as such services relate to preventing barriers to parent and family engagement)*
- *(May offer home visits as such services relate to preventing barriers to parent and family engagement)*

4: School-Parent Compact

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

One of the many roles of the parent and family engagement committee will be to develop the school-parent compact. The purpose of this compact will be to provide hands on information to all shareholders regarding the services that are available to all students and parents. Parents, students, and school staff will review the parent compact and work to find ways to improve it each year. The compact will include information regarding the policy, the committee, and ways that meaningful communication will be provided each year. This communication will occur through:

- conferences (no fewer than 2 each year)
- frequent reports on progress
- reasonable access to staff
- opportunities to volunteer
- observation of classroom activities

Through this partnership, students will be better prepared to utilize the knowledge, skills, and dispositions needed to be successful in both college and career. Through utilizing staff in the surveying role (advisory), information will be available to help parents become involved in various roles and activities throughout the school year. This information will be provided within the parent compact.

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Jointly develop a School-Parent Compact
 - ✓ Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement
 - ✓ Address the importance of regular two-way, meaningful communication through:
 - conferences (no fewer than 2 each year)
 - frequent reports on progress
 - reasonable access to staff
 - opportunities to volunteer
 - observation of classroom activities
- Build and develop a partnership to help children achieve the challenging State academic standards
- Encourage school staff to use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers
- Involve parents in a variety of roles

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.)

NA

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Involve parents and family members of children receiving services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities
 - ✓ (if the school system receives more than \$500,000 Title I, Part A allocation and a percentage of the 1 percent reservation of funds is allocated to the school)

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.)

In order to provide additional supports and resources to families, the parent liaison will work to develop partnerships with community partners in order to determine services that are available to our families and students. There will be college and career services and events to utilize community partnerships to meet the needs of all students. Coordination of services will continue with community college and universities along with vocational schools and services to assure that opportunities are afforded to all students and families.

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Investigate and, where feasible, utilize community resources in the instructional program
- Coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (*applicable to elementary schools*), college and career ready resources or organizations (*applicable to middle and high schools*), parent resource centers, or other programs that encourage and support parents in fully participating
- Promote and support responsible parenting
- Consider recruiting alumni to create an alumni advisory commission
- Enable the formation of a Parent Teacher Association or organization
 - ✓ Leaders of said organization will be utilized in appropriate decisions
- Engage in other activities that will use community resources strengthen school programs, practices, and learning
- Ensure the plan is comprehensive and coordinated in nature
- Incorporate this plan into the school's improvement plan

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.)

In order to build capacity of parents, the Dardanelle High School will:

- *Schedule regular parent involvement opportunities.
- *Provide information to parents regarding programs of study, curriculum, and policies and procedures.
- *Utilize advisory and CAPS conferences to help parents and students understand assessment data and appropriate courses and plans of study to meet the needs of all students.
- *Provide services and support to parents to help their students at home and at school.
- *Maintain updated online resources

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Schedule regular parent involvement meetings
- Provide parents with a description and explanation of the curriculum in use
- Provide parents with individual student academic assessment results and interpretation of those results
- Provide parents with a description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards
- Provide assistance and instruction to parents of children served by the school in understanding these topics:
 - ✓ Arkansas Academic Standards
 - ✓ State and local academic assessments including alternate assessments
 - ✓ Title I, Part A requirements
 - ✓ Strategies parents can use to support their child's academic progress
 - ✓ Partnering with teachers to support their child's academic achievements
 - ✓ Incorporating developmentally appropriate learning activities
 - ✓ Use of ADE website and tools for parents [<http://www.arkansased.gov>]
 - ✓ Assistance with nutritional meal planning and preparation
 - ✓ How parents of high school students can be involved in the decisions affecting course selection, career planning ,and preparation for postsecondary opportunities

- ✓ Including role play and demonstration by trained volunteers
- Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Promote and support responsible parenting

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.)

In order to build capacity of school staff, the school will:

- Provide professional development as needed.
- Teacher and department PLC's
- Parent friendly letters and information packets.
- Parental surveys as needed
- Caps conferences

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Required Components

- Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance

- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

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.

NA

Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

- **Trainings:** Involve parents in the development of training for teachers, principals, and educators to improve the effectiveness of the training.
- **Literacy Training:** Provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training.
- **Expenses to Enable Participation:** Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- **Parent Leadership:** Train parents to enhance the involvement of other parents.
- **Flexible Options:** Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.
- **Model Approaches:** Adopt and implement model approaches to improving parent and family engagement.

- **Parent Advisory Council:** Establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- **Community and Business Roles:** Develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.

(See complete Arkansas Guide and Suggested Template for School Parent and Family Engagement Plan for references)