

## Arkansas

**School Parent and Family Engagement Plan**

Page 1 of 1

<b>District Name:</b>	Hoxie
<b>Grades Levels:</b>	7-12
<b>Building Facilitator:</b>	Dedra Riggs
<b>District Coordinator:</b>	Jennifer Huff
<b>Percent Free and Reduced Lunch:</b>	100%

**Title I Status**

- Schoolwide  
 Targeted Assistance  
 Non-Title I School

**Parent and Family Engagement Committee Members***(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Dedra	Riggs	Facilitator
John	Washburn	Parent
Ashley	Stanfill	Parent
Brad	Murray	Teacher
Darlene	Shoe	Teacher
Donna	Pinkston	Counselor

**Parent and Family Engagement Committee Members***(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Brian	Miller	Teacher
Travis	Berry	Teacher
Laura	Wright	Teacher

**1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.****Hint**

The school will provide newsletters to parents with information gained from teachers, club leaders, and the principal. It includes school news, a calendar of school activities, as well as tutoring information. Sandy Reed will be responsible for obtaining information and arranging the newsletters.

The school's CTE department will create a pamphlet explaining ways parents can be proactive in their child's education and how the parents can be involved in supporting the educational goals of the high school. It will be distributed at STEAM night and any other public meetings. Darlene Shoe will be responsible for the pamphlet.

The school has created a Web site to house classroom Web sites for each teacher. This website has links to all mandatory information and documents. It has links to eschool which allows parents to check the student's grades in each class. Homework assignments and pertinent classroom information will be available on classroom Web sites. Parents may use e-mail to communicate with members of the school staff by using the link to each faculty member. Mr Parks will be responsible for the maintenance and upkeep of the school's website.

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

The school will provide parents with a progress report/ report card every five weeks with information regarding their child's academic progress and upcoming classroom and school events.

The school will post notices in school facilities, updates to the website and social media pages, as well as provide information for local newspapers and radio stations about parent meetings. Keith Westbrook will be responsible for all social media information.

**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)**

Hint

Our Parental Involvement meetings will include parent information pamphlets to help parents understand how to enhance their child's education.

The meetings will be held at various times during the evenings to better accommodate parents.

Outside speakers will provide parents with more information concerning ways to make their child's academic life more successful.

The school will hold an orientation for parents to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the School's Title I Plan.

Teachers will hold conferences individually with parents of children in their classrooms. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures.

**3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?**

Hint

The school will provide opportunities for parents and community members to support the instructional program through career seminars, open house, and Parent Teacher conferences.

Teachers will contact parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.

The school will work with Hoxie Elementary School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the beginning of the school year.

Hoxie High School will provide examples and resources to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

STATE REQUIREMENT (Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parent and family engagement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

The Hoxie High School Parent Information page on Facebook will be kept current with opportunities for students and parents to volunteer.

#### 4. How will your school work with parents to create a School-Parent-Compact?

##### Hint

School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact.

#### 5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

##### Hint

The school will involve parents on school improvement planning committees. To support this process, the school will post updates to social media and provide alternate meeting times for attendance purposes.

The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement which will be covered in the parental involvement meetings.

STATE REQUIREMENT – To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

STATE REQUIREMENT - The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

Coordinate and integrate parent and family engagement strategies with parent and family engagement strategies under other programs such as STEAM.

#### 6. How will your school provide resources for parents?

##### Hint

Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input.

The school will distributed Informational packets each year that include a copy of the school's parent and family engagement plan, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail...).

To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review.

Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

The principal shall designate (1) certified staff member who is willing to serve as a parent facilitator.

**7. How will your school engage parents in the evaluation of your parent and family engagement efforts?**

Hint

The school will engage parents in the annual evaluation of the Title I, Part A Program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

**8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?**

Hint

The school will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically.

The school will use the results of the parent interest survey to plan the parent and family engagement activities for the year.

The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.

The High School will sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.

**9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)**

Hint

The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program.

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 level students are expected to meet.

For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office.

***\*After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.***

**District Feedback:**

	<b>Attention: Changes Needed!</b>	<b>In Compliance</b>	<b>Comments</b>	<b>Date of Feedback</b>

<b>1. Communication Strategies:</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>2. Annual Schedule:</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>3. Volunteer Opportunities:</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>4. School-Parent-Compact:</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>5. Involvement/Schoolwide Planning:</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>6. Resources for Parents:</b>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>7. Evaluation of Efforts:</b>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>8. Parent Survey:</b>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>9. Annual Title I Meeting:</b>	<input type="checkbox"/>	<input type="checkbox"/>		

Close