

**Family Engagement Plan
Dardanelle Primary School
2018 - 2019**

The administration and staff at Dardanelle Schools believe that involving families in their child's education is vital for the child to reach his or her potential. Therefore, the school desires to create a partnership with families improve the social, emotional, and academic growth of students. The family engagement plan will promote involvement of the school community and provide access to educational resources.

The family engagement plan is in compliance with the legal requirements of Arkansas Act 603 of 2003 (6-15-1602: Family Engagement Plan) and the Every Student Succeeds Act (ESSA). The plan is also included in the Dardanelle Primary School's Arkansas Comprehensive School Improvement Plan (ACSIP) enhancing family involvement. These documents represent joint development with families, students, and school staff.

Program Components:

The following components make up Dardanelle Primary School's Family Engagement Plan:

- 1. The goal of the administration is to involve the parents of the school, the alumni, and community members in Dardanelle Schools**
 - a. A family engagement organization called WatchDOGS and COOL CATS was organized in the fall of 2005 -2006. WatchDOGS and COOL CATS is the school's family and community organization that helps strengthen our school programs, practices, student learning, and student development. These organizations work every day in the school. There are four organizational meetings every year.
 - b. Ice cream socials for families will be in August of each school year.
 - c. Literacy Day will be scheduled for families in December of each school year.
 - d. Pastries for Families will be scheduled in January of each school year.

- 2. Parents are welcomed in the school and parental assistance is supported by the following:**
 - a. Policies requiring families to pick up his or her child outside the school building each day;
 - b. Policies allowing family visits during school events;
 - c. All teachers send the Arkansas Department of Education's grade list of academic expectation to the families of each student;
 - d. In October, a volunteer survey is sent home with students in their Lizard Log. The survey includes the following:
 - i. Interests and availability of volunteers for school staff member's use.
 - ii. Information regarding interests of parents.
 - iii. How frequently a volunteer would like to volunteer.
 - iv. Includes options for those who are available to help at home.
 - v. Administration will utilize volunteers to address specific needs of the school.

- 3. Planned activities and events:**
 - a. Dardanelle Primary School involves parents throughout the year by hosting the following events:

- i. Annual report to the public held in August of each school year at the first family engagement / Title I meeting.
- ii. A family engagement meeting evening will be scheduled in October of each school year where families are given a report on the state of the school and an overview of the following:
 - 1. What students will learn and an understanding of the ACT Aspire assessments (how students will be assessed).
 - 2. What parents should expect for their child's education.
 - 3. How families can assist and make a difference in education.
 - 4. The primary school will host a variety of events at different times to accommodate work schedules.
 - 5. Families will receive a 100 Ways to Help your Child and School Succeed brochure.
 - 6. Provide materials to promote and support responsible parenting by the following:
 - a. Purchasing parenting books, magazines, and other informative material regarding responsible parenting through the school library.
 - b. Advertising current selections of magazines and give parents an opportunity to borrow the material for review.
 - c. Providing information about current school programs and events.
 - d. Offer books and videos that parents can use with children at home.
 - e. Print statements attesting to the school district's commitment to family engagement and distribute the statements to families and students.
 - f. Recognize that families are a full partner in the decisions that affect the child.
 - g. The family center is located in the conference room in the Primary School and is open from 7:30 a.m. – 4:00 p.m. each day as well as parent teacher conference hours.
- iii. Parent teacher conferences are scheduled in October 2018 and February 2019 from 3:00 – 8:00 p.m. If parents cannot attend, teachers will schedule meetings before or after school or during the teacher's prep period during the school day.

4. Parents as Partners:

- a. Dardanelle Primary School encourages parents to participate as full partners in educational decisions by the following:
 - i. Inform parents the school's process for resolving parental concerns, including how to define the problem, who to approach first, and how to develop solutions. This information is printed in the Dardanelle Primary School's handbook.
 - ii. Provide the name of the family engagement coordinator (Shawn Hettinga). This person serves as the family facilitator who supervises the school's family center.
 - iii. Recognize all family members who attend parent – teacher conferences by submitting an article to the Post-Dispatch thanking all the parents that came to the parent – teacher conferences.

- iv. Dardanelle Primary School includes family members on advisory committees of the school.
- b. Family Engagement / Title I Committee
 - i. Shawn Hettinga, Coordinator
 - ii. Sue Ann Jernigan, Principal
 - iii. Lisa Lawrence, Teacher
 - iv. Anthony Ross, Teacher / Coach
 - v. Erin Baker, Parent
- c. The committee is involved in the following:
 - i. Recognizes that communication between home and school is regular, two way, and meaningful.
 - ii. Families communicate weekly or daily through the Lizard Log.
 - iii. The school schedules parent – teacher conferences in October and February.
 - iv. Report cards sent home at the end of each nine week period.

5. Professional Development:

- a. Two hours of professional development that may be included in the sixty required hours of professional development designed to enhance the understanding of effectual family engagement strategies provided for teachers completed in August.
- b. Three hours of professional development opportunities provided for administrators in addition to the sixty hours of required professional development taken to enhance the understanding of effective family engagement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to family participation.

6. Additional Activities:

- a. Monthly newsletter with a calendar included in the back of school procedures manual.
- b. Each teacher will participate in classroom DOJO.
- c. Teachers will report to administration the methods currently used at each grade level to foster communication with parents.
- d. Teachers will assign interactive homework signed by a family member.
- e. Family Fitness nights beginning in October.
- f. Jump Rope for Heart in April
- g. Field Day in May
- h. Fishing Derbies in May

7. Community Resources

- a. Dardanelle Primary School recognizes that community resources strengthens school programs, family practices, and student learning by taking advantage of community resources by the following:
 - i. Contacting alumni from the school to create an advisory commission to provide advice and guidance for school improvement.
 - ii. Have area counseling agencies on hand at parent - teacher conferences, provide a list of services in the River Valley, and offer family guidance classes.

8. Evaluation

- a. Dardanelle Primary School will support the developmental, implementation, and regular evaluation of the program to involve families in the decision and practices of the school by the following:
 - i. Principal / family engagement facilitator will provide training for staff and administration in August of every school year.
 - ii. The counselor has been designation to serve as the family facilitator. The facilitator will ensure that family participation is recognized as an asset to Dardanelle Primary School.
 - iii. The family engagement committee reviews and updates the plan prior to October 1 of each school year. The school's plan is included in the district's plan filed each year with the Arkansas Department of Education.