

AR

Carl Stuart Middle School (Conway School District)  
2745 Carl Stuart Rd  
Conway AR 72034  
501-329-2782

**School Parent and Family Engagement Plan**

**This form was adapted from, *A Toolkit for Title I Parent Involvement.* Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement.* Austin, TX: SEDL.**

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**District**

Conway Public Schools

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**Grade Levels**

5-7

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**Building Facilitator and District Coordinator**

Crystal Rehm and Joel Linn

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**Title I Status**

- Schoolwide
- Targeted Assistance
- Non-Title I School

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**Percent of free and reduced lunch**

45%

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**Parent and Family Engagement Committee Members**

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

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**Enter committee members**

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**First Name**

Crystal

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**Last Name**

Rehm

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**Position**

**Enter committee members**

---

**First Name**

Miranda

---

**Last Name**

Ratliff

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**Position**

Parent

---

**Enter committee members**

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**First Name**

Lori

---

**Last Name**

Kulbeth

---

**Position**

Parent

---

**Enter committee members**

---

**First Name**

Lena

---

**Last Name**

Priest

---

**Position**

Parent

---

**Enter committee members**

---

**First Name**

Alicia

---

**Last Name**

Ausler

---

**Position**

Parent

---

**Enter committee members**

---

**First Name**

Jenni

---

**Last Name**

Lea

---

**Position**

Teacher

---

**Enter committee members**

---

**First Name**

Stacy

---

**Last Name**

Spearmon

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**Position**

Teacher

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**Enter committee members**

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**First Name**

Jennifer

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**Last Name**

Ables

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**Position**  
Teacher

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**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.**

The following are used to communicate with parents/community

- School website
- Parent Link
- Marquee
- PTO
- Facebook
- District App
- HAC/TAC
- email
- Parent/Teacher conferences
- Remind
- The school has a Web site to house classroom Web sites for teachers. Homework assignments and pertinent classroom information will be available on classroom Web sites.
- Parents can access their child's grades through the Home Access Center, HAC.
- Parents may use e-mail to communicate with members of the school staff. All staff member emails are available on our school and district website.
- The school will provide academic reports to the parents every four weeks with information regarding their child's academic progress.
- The school will send information home with students, post notices in school facilities and public buildings, and provide information for local newspapers and tv stations about parent workshops and meetings.

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**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.)**

- Cat Camp- Aug. 3, 2017 (8:30 a.m.- 12:30 p.m.)
  - Open House- Aug. 22, 2017 (5:30-7:30 p.m.)
  - Parent/Teacher Conferences- Sept. 13-14, 2017 & Feb. 14-15, 2018 (4:00-7:00 p.m.)
  - Fall Family Fun Night - Oct. 24 (6:00-8:00 p.m.)
  - Science Night- Nov. 30 (6:00-7:30 p.m.)
  - Literacy Night - TBD
  - Math Night- TBD
  - Choir Concert- TBD
  - Band Concert- TBD
  - Orchestra Concert- TBD
  - Art Night- TBD
  - Awards Assembly- TBD
1. Meetings will include parent training sessions to help parents understand how to enhance their child's education.
  2. Meetings will be held at various times during the day or evening to better accommodate parents.
  3. Outside speakers will provide parents with more information concerning ways to make their child's academic life more successful.
  4. Teachers will hold conferences individually with parents of children. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. 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.
  5. The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.

6. The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

Watch D.O.G.S. (Ongoing Aug. 2017- May 2018)

Book fair helpers (September 13-14, 2017 & Spring 2018)

Red Ribbon week (October 23-27, 2017)

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

- Open House
  - Report to the Public
  - Parent Volunteer Survey
  - PTO forms
  - Electronic communication
  - Facebook
1. The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. 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.
  2. The school will work with feeder Elementary Schools to help provide a smooth transition from one school to the next by raising 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 end of the school year.
  3. Provide instruction 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.
  4. 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 understand of effective parental involvement strategies. No fewer that 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.
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### **4. How will your school work with parents to create a School-Parent-Compact?**

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. The following events are used to build this compact:

- Cat Camp
- Open House
- Report to the Public
- Parent/Teacher Conferences
- Science Night
- Literacy Night
- Math Night

Mr. Harvey Benton, the building principal and Mrs. Crystal Rehm, our Parent Involvement Coordinator, are responsible for ensuring a compact is built. Both can be reached at 501-329-2782.

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### **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?**

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
  - The school will coordinate with local colleges and universities as well as businesses in order to access community resources
  - The school will facilitate the formation of a Parent Teacher Organization which will foster parental and community involvement within the school.
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### **6. How will your school provide resources for parents?**

Parents are welcome and encouraged to visit our Parent Center which is open anytime school is in session. Resources available to parents in the parent center are listed below:

- Parents may check out materials
- use the computer to check grades and visit educational web sites.
- Provide input and feedback

In addition, the school will distribute informational packets that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement 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, and as funds are available, the school will, 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.

Ensure all parents have access to the district and school handbook. These resources will assist parents with resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

Our principal has designated a Parental Involvement Designee.

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

- Parent surveys are available to parents in the Parent Center. The Parent Center is open anytime school is in session.
  - Following schoolwide events, the counselors solicit feedback from parents. This feedback includes their assessment of parental involvement and assessability.
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### **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?**

Each year, all parents are given the opportunity to provide feedback through our districtwide school culture survey. The results of this survey are reviewed by the administrative team, staff, teachers, and stakeholders. These results drive the focus of the next year. In addition, all parents are given the opportunity and encouraged to complete a parent interest survey at the beginning of the year. Our counselors also solicit feedback from parents parent meetings and events. All feedback received will be considered when determining if changes are warranted.

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### **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.)**

Not applicable.

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