

## PARENT AND FAMILY ENGAGEMENT PLAN

Jim Stone Elementary School will comply with the parental engagement requirements as outlined in ACT 307, of 2007 and Act 397 of 2009.

1. In order to encourage communication with parents, our school will prepare an informational packet to be distributed annually to the parents of each child in the school. The packet can be found on the school's website and district's smart phone app. The packet, website, and app will contain descriptions of: The school's parental involvement program; the recommended role of the parent, student, teacher, and school; ways for parents to become involved in the school and their child's education; a schedule of activities planned throughout the school year to encourage parental involvement; and procedures to allow the parents and teachers to communicate in a regular, two way, and meaningful manner with the child's teacher and principal. A survey for the parent regarding their interests concerning volunteering in the school will be sent out by PTO and a volunteer sign up will be provided at open house. Other ways we encourage communication with parents include:

- "Meet and Greet" nights before school starts
- Kindergarten Camp before school starts
- Conway School District Student Handbook
- Daily Take Home Folders
- Stallion Stampede Weekly Newsletter
- Classroom and grade level weekly newsletter
- Jim Stone Elementary Website <http://jses.conwayschools.org/>
- Conferences with parents
- Notes and phone calls
- Conway Public Schools App
- Jim Stone Social Media Outlets including Facebook and Twitter

2. To help our parents in assisting their children our school shall: Schedule regular Parent and Family Engagement meetings at which parents are given a report on the state of the school and an overview of: A. What students will be learning. B. How students are assessed. C. What parents should expect for their child's education and D. How a parent can assist and make a difference in their child's education. These Parent and Family Engagement Plan meetings include:

- Parent Teacher conferences
- Parent and Family Engagement Events
- Academic Improvement Plan conferences as needed
- Individual parent conferences as needed
- Weekly newsletters from the school and classroom teacher

3. In order to welcome parents, our school shall use the volunteer surveys to compile a Volunteer Resource Book listing the interests and availability of volunteers so that school staff may determine how a volunteer would like to participate; including options for those who are available to help at home and help match school needs with volunteer interests. Teachers will also use the online tool, Sign-Up Genius, to gather volunteers for specific needs. Other ways parents may volunteer include:

- Jim Stone PTO: All parents are invited to attend monthly meetings.
- Watch Dog Dad Program
- Mash Moms Program
- Book Fair
- Grandparents' Day

4. In order to encourage parents to participate as a full partner in the decisions that affect their child and family, our school will provide the process for resolving parental concerns.

5. In order to take advantage of community resources our school will enable a Parent Teacher Organization that will foster parental and community involvement within the school.

- Jim Stone Elementary PTO

6. The Principal shall designate one certified staff member who is willing to serve as a Parent and Family Engagement Facilitator in order to help organize meaningful training for staff and parents; promote and encourage a welcoming atmosphere to foster parent and family engagement in the school and to undertake efforts to ensure that parental participation is recognized as an asset to the school.

- Kristy Bentley, Library Media Specialist

7. We will continue to schedule two parent teacher conferences per school year. These conferences will be widely advertised and scheduled in such a manner that as many parents as possible may visit our campus and interact with their student's faculty.

- Fall Parent-Teacher conferences will be held October 25 and 26 from 4-7.
- Spring Parent-Teacher conferences will be held March 14 and 15 from 4-7.

8. We will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment. Websites will be provided to parents on the website.

9. We will continue to engage our parents in activities and programs designed to assist them in helping with their children's learning.

10. We will maintain a Parent Center which will have available various resources, including children's books, parenting books, academic activities and materials such as flashcards, and family games. Materials will be available for check out during school hours from 8:00-3:00.

Parent and Family Engagement is a huge part of the success of our school. Please contact your child's teacher, the principal, or a member of the PTO Board for more information on how you can become a part of your child's education. You may also contact the parent and family engagement facilitator, Kristy Bentley, at 450-4808 or [bentleyk@conwayschools.net](mailto:bentleyk@conwayschools.net)

INDISTAR PARENTAL INVOLVEMENT PLAN

10/20/2017

AR

Jim Stone Elementary School (Conway School District)

4255 College Ave

Conway AR 72034

5014504808

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.

**Hint**

District

Conway Public Schools Jim

Stone Elementary

Grade Levels

Kindergarten Fourth

Grade

Building Facilitator and District Coordinator

Kristy Bentley, Media Specialist

Title I Status

Schoolwide

Targeted Assistance

NonTitle

I School

Percent of free and reduced lunch

44%

Parent and Family Engagement Committee Members

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

Enter committee members

First Name

Kristy

Last Name

Bentley

Position

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Parent Involvement Coordinator

Enter committee members

First Name

Donnie

Last Name

Dietz

Position

PTO President

Enter committee members

First Name

Natalie

Last Name

Schutzle

Position

Parent

Enter committee members

First Name

Nicole

Last Name

Knapp

Position

Parent

Enter committee members

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First Name

Nykela

Last Name

Jackson

Position  
Parent  
Enter committee members  
First Name  
Amy  
Last Name  
Wanamaker  
Position  
Parent  
Enter committee members  
First Name  
Mark  
Last Name  
Lewis  
Position  
Principal  
Enter committee members  
First Name  
Keisha  
Last Name  
Gibson

**Page 3 of 6**

Position  
Assistant Principal  
Enter committee members  
First Name  
Lexi  
Last Name  
Hammons  
Position  
Alumni  
Enter committee members  
First Name  
Stacy  
Last Name  
Hammons  
Position  
Faculty  
Enter committee members  
First Name  
Laurel  
Last Name  
Breashars  
Position  
Faculty

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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. Jim Stone Elementary implements many differentiated strategies to communicate with parents to foster parent involvement. The school provides a weekly newsletter, The Stallion Stampede, in English and Spanish. This provides parents with school news, and calendar of events. Many grade level teams also distribute weekly newsletters informing parents of current events, and skills to be taught. Jim Stone Elementary has a school website, as well as, many grade level websites. They keep parents up to date on current activities and skills being taught in the classrooms, as well as, resources to aide parents who want to extend their child's learning while at home. Conway Public Schools has a smartphone app where parents can be informed via push notification about

upcoming events. Jim Stone Elementary uses the app often, as well as the district provided Blackboard program where news and events can be pushed out through email, text, push notification, Facebook, and Twitter. Facebook and Twitter are used to keep parents informed as well. Jim Stone Elementary's third and fourth grade students have academic planners. The students write the daily objectives that were taught and then sent home for parents review and signature. Third and fourth grade parents are also able to access Class Dojo, a classroom management program where they are able to comment and ask questions directly to the teacher about daily events. Jim Stone Elementary staff hold parent/teacher conferences, and are available to meet with parents as needed to discuss academic progress. The school also provides special workshops, such as Technology Night, to keep parents informed.

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.)

Jim Stone Elementary hosts two parent/teacher conferences annually, on October 25<sup>26</sup>, 2017 and March 15<sup>16</sup>, 2018.

Jim Stone Elementary offers special workshops to help parents enhance their child's education. The school will hosted a Technology Night on October 12, 2017 to inform parents about internet safety, free resources provided by the school, state, and district, and free or inexpensive technology devices and programs. Parents at Jim Stone Elementary are given many volunteer opportunities throughout the school year. The parents can join the Parent/Teach Organization, volunteer for Red Ribbon Week, Fair Parade Float, which was held on September 20, 2016 at 5:00 p.m. Parents can also volunteer in other programs, such as, WatchDog Dad and MASH Mom, the Scholastic Book Fair, Grandparents Day, Stallion Stampede Field Day, and many other school wide activities.

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

Parents are provided with a list of volunteer opportunities in several ways. First, PTO sends home a welcome packet to every family outlining PTO's plans for the year as well as inviting parents to indicate interest in various volunteer projects and opportunities. Parents are then emailed a volunteer survey to encourage even more participation.

Parents are notified throughout the year through Blackboard about upcoming events and ways they can help.

Parents are also sent Sign Up Genius sign ups for volunteer events and things they can provide for the events. Our volunteer training is provided when a volunteer signs in at the office. Our volunteer trainer, Kim Leaton, provides a detailed outline of volunteer protocol and gives an overview of expectations and regulations to each volunteer the first time he or she comes to the school to volunteer. She then has the parents read and sign a confidentiality agreement. Also, Mr. Lewis provides an online WatchDOG Dad and MASH Moms orientation that parents must indicate they have gone through prior to signing up for this activity.

4. How will your school work with parents to create a SchoolParentCompact?

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At the end of the year, the PTO and Parental Involvement Committee come together to look over and edit the SchoolParent

Compact. Parents on the committee are encouraged to provide input by the Parental Involvement Coordinator and school administrators.

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 decisionmaking processes regarding the school's Title I, Part A Program?

Jim Stone Elementary has two parents on the Indistar team. The PTO board is also provided with the school plan and encouraged to provide input and suggestions. Jim Stone Elementary is not a Title I school.

6. How will your school provide resources for parents?

Jim Stone Elementary provides parental resources throughout the year through the school newsletter and on the website. The school website also provides a variety of parenting resources including information about health and wellness, parenting help and ideas, homework help, and fun educational websites to provide to their children. Community and district events are passed along to parents via Blackboard, the school newsletter, and the school website. The Jim Stone Elementary Media Center has a parent center providing a variety of resources that parents may check out during the school day and before or after school. The media specialist also provides a technology night detailing the free resources provided by the school, district, and state.

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

Every year, a parental involvement survey is conducted and advertised through Blackboard, the newsletter, and school website. Several reminders are sent and parents are encouraged to provide feedback. PTO also encourages feedback on how to improve and how to better serve the school.

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?

The school administration and parental involvement coordinator will use the survey to improve school culture.

During teacher professional development, the parental involvement survey was studied and the teachers and staff brainstormed ways to improve parental involvement and school culture. The school media specialist used comments and questions from parents to plan the Technology Night for parents.

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.)

Jim Stone Elementary is not a Title I school.

*\*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.*