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 Julia Lee Moore Elem School (Conway School District)  
 1301 Country Club Rd  
 Conway AR 72034  
 501-450-4830

### School Parent and Family Engagement Plan

<b>District Name:</b>	Conway Public Schools
<b>Grades Levels:</b>	k-4
<b>Building Facilitator:</b>	Shannon Riner
<b>District Coordinator:</b>	Joel Linn
<b>Percent Free and Reduced Lunch:</b>	48%

#### 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
Kenny	Clark	Principal
Shannon	Riner	Assistant Principal
Rhonda	Pearce	Counselor
Danielle	Creswell	Instructional Facilitator
Jennifer	Boone	Parent
Katrina	King	Nurse

#### 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.

- Jennifer Epps, Media Specialist, will distribute a weekly newsletter to parents that is developed with participation of the PTO, admin, parents, faculty and staff. It includes school news, a calendar of school activities, parenting tips, academic tips, homework strategies, organizational skills, healthy eating goals and study skills.
- The JLM website, monitored by Jennifer Epps, provides links to homework help, organizational skills, technology available to students at home and many other educational and social links.
- Teachers will send home student papers and work samples each week. Parents will have the opportunity to communicate with the teacher through the communication folder, email, phone calls and/or notes to the teacher.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- JLM will provide to parents reports/report cards every 9 weeks with information regarding their child's academic progress.

- Conway Public Schools will provide to parents reports twice a year with information regarding their child's reading levels/progress.
  - JLM will offer parents a special workshop each year on supporting the whole child at home.
  - JLM will send information home with students, post notices in the school, provide information in the local paper or radio station, post on the school and district facebook page about parent workshops and meetings.
  - JLM will use the student handbook, school web page, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.
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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.)**

- These meetings, organized and planned by the instructional facilitator, Danielle Creswell, will include parent training sessions to help parents understand how to enhance their child's education.
  - These meetings will include family reading nights that provide an opportunity for their child to experience the school situation in a positive and helpful manner while the interventionists, Sheila Jefferies and Porscha Albert, will provide needed assistance.
  - The meetings will be held by Danielle Creswell at various times during the day or evening to better accommodate parents.
  - Outside speakers, (UCA, Salem Methodist, Khol's, Kroger) will provide parents with more information concerning ways to make their child's academic life more successful and provide needed resources.
  - JLM will hold an orientation for parents at each grade level on September 6, 2018, 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 individual conferences, October 17-18 and March 13-14, with parents of children in their classrooms. 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 reading achievement goals. Parents will be asked to engage in discussion of how they can support these efforts and given suggestions for coordinating school-parent efforts by agreeing to and signing a Title I Compact.
  - Parents will be provided information on the statewide assessment system, standards and other accountability measures.
  - JLM will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
    - Library assistant
    - Reading buddy
    - Watch Dog Dads
    - Special parent lunches
    - Book fair helpers
    - Grandparents Day
    - Awards day presentations
    - Fall Festival Volunteers
    - Awards day presentation
    - Field day volunteers
    - Family reading night
    - Parent education workshops
    - Parent Orientation presentation
    - Open House
    - Parent Teacher Organization
    - Red Ribbon Week
    - Musicals/Choir Concerts
    - Various Committees
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### **3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?**

- JLM will provide opportunities for parents and community member to support the instructional program through such programs as Watch Dog Dads, PTO and reading buddies.
- JLM will provide a list of volunteer opportunities during PTO meetings, (August 30, 2018 @ 6 pm; September 6, 2018 @ 9:30 am; October 4, 2018 @ 9:30 am; November 1, 2018 @ 6:00 pm; December 6, 2018 @ 9:30 am; January 10, 2019 @ 9:30 am; February 7, 2019 @ 9:30 am; March 7, 2019 @ 9:30 am; April 4, 2019 @ 9:30 am; May 2, 2019 @ 9:30 am). and other regularly scheduled meetings at the school such as parent teacher conferences (October 17-18, 2018; March 13-14, 2019), open house (September 6, 2018), parent orientation (August 9, 2019), and parent meetings.
- JLM will work with Sallie Cone Preschool (Kindergarten Camp the summer prior to Kindergarten) and Simon Middle School (Cat Camp the summer prior to 5th grade) to provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host a special parent orientation for incoming kindergarten parents to help with the transition. Parents will have the opportunity to meet the new teachers and the students will get to experience time in the building.
- The school will 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.
- 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. PD was held during the week of August 6, 2018.
- The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts require no fewer than three 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. PD was held on July 23-24, 2018.

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

- JLM Staff, parents and students will develop a school-parent-student compact that outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the ways the school and parents will build and develop partnerships to help children improve student achievement.
- All stakeholders will sign the Title I Compact at Open House on September 6, 2018.

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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?**

- JLM will involve parents on school improvement planning committees. The school will offer opportunities for parents and staff to contribute in the process.
- JLM will ask parents to serve on curricular and instructional review committees.
- JLM will engage parents in discussions about the allocation of Title I funds at the Report to the Public on September 6, 2018.
- JLM will recruit alumni to create an advisory committee to provide advice and guidance for school improvement. Member include: Miley McNew, Candyce Slayton, Ainsley Epps, Kohen Maxell, and Neveah Rapert.
- JLM PTO will foster parental and community involvement within the school.
- JLM will provide a transition camp for parents and students entering public school from the Head Start

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

- JLM has a parent resource center available for parents to check out resources for math, literacy, social/emotional development and other concepts for engaging the whole child.
  - JLM will provide a computer for parent use to check student grades and visit education web sites.
  - JLM will provide a copy of the Title I plan in the parent resource center, with suggestion sheet available, and on the website. The parent resource center will be open from 7:30-4:00 and during afterschool/night activities.
  - JLM will have available informational packets that include a copy of the school's parent and family engagement plan, survey for volunteers, recommended roles for parents/teachers/students and school, 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, email)
  - JLM will promote and support responsible parenting by purchasing parenting books, magazines and other informative materials regarding responsible parenting through the school library.
  - JLM will provide and maintain a parent resource center.
  - JLM will resolve parental concerns in the school handbook.
  - JLM Principal, designated Shannon Riner, as the parent facilitator.
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**7. How will your school engage parents in the evaluation of your parent and family engagement efforts?**

- The school will engage parents in the annual evaluation of the Title I parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and staff.
  - The Title I committee will determine the effectiveness of the parent and family engagement plan and make changes if warranted.
  - JLM will collect information on the (1) growth in the number of parents participating in workshop and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.
  - A Title I committee will be made up of teachers, parents and school staff.
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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?**

- JLM will use parent interest survey in order to compile information in order to give parents the opportunity to be involved with parent groups, meet with teachers in person, feel comfortable visiting the school, get involved in fundraising efforts, plan family engagement activities, and find the best ways to communicate with parents.
  - JLM will use parent interest survey data to determine activities that are most beneficial to parents and their children.
  - JLM provides their students and parents information about high school course selection, career planning, SmartCore and preparation for postsecondary opportunities during the annual Parent Orientation night held on August 9, 2018.
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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.)**

- JLM will conduct an Annual Title I Meeting for parents of students in our school.

- JLM held their Title I Meeting on September 6, 2018. 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 were present at that time.
- The agenda, sign in sheet and minutes for this meeting are kept separately from 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 checked="" type="checkbox"/>		
<b>2. Annual Schedule:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>3. Volunteer Opportunities:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>4. School-Parent-Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>5. Involvement/Schoolwide Planning:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
<b>6. Resources for Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>7. Evaluation of Efforts:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>8. Parent Survey:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>9. Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		