

AR
 Glen Rose Elementary School (Glen Rose School District)
 14334 Highway 67
 Malvern AR 72104
 501-332-3694

School Parent and Family Engagement Plan

School Name:	Glen Rose Elementary
Facilitator Name:	Teresa Burroughs
Plan Review/Revision Date:	10/5/2020
District Level Reviewer, Title:	Melissa Elrod
District Level Approval Date:	7/31/2020

Committee Members, Role:

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

First Name	Last Name	Position
Teresa	Burroughs	Parent Facilitator, Teacher
Trey	Stevens	Principal
Claire	Schoultz	Student
Hawkins	Ellis	Student
Leah	Brown	Parent
Meghan	Hayes	Parent

Committee Members, Role:

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

First Name	Last Name	Position
Laura	Harrison	parent
Stephanie	Stevens	parent
Anna	Hayes	student
Christi	Shelnut	parent
Melody	Blancher	parent
Brittany	Harben	parent

1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose will host a meeting on October 5, 2020 to review each school's plan and the district plan for parent and family engagement. (This meeting will be conducted following CDC and ADH guidelines if feasible). The discussion will be about any changes, improvements, or updates that parents feel we need to make at this time. We will also discuss how funds are used by the school for parent and family engagement. Parents on each schools plan and the district plan will receive a post card inviting them to the meeting. The students listed on each plan will be met with during the school day for their input. All parents in elementary received a flier inviting them to the meeting. All K-12 parents will receive a phone call about the meeting, it will be posted on the website, and will be posted to our school's social media face book accounts.

If parents have any concerns or feel that some activities are not satisfactory these concerns will be given to the district to discuss and address. If parents would like to have regular meetings or postings about parent and family engagement activities the district will work with our parents to make this happen.

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose Elementary's Parent Facilitator Teresa Burroughs will conduct a Title 1 annual meeting in October 19, 2020. (This meeting will follow CDC and ADH guidelines and be held if feasible). Parents will be told about their rights under Title 1 and to inform parents of the requirements of Title 1 and the school's participation. Parents will also be presented with how Title 1 funds are used in the elementary school.

A Title 1 review meeting is also held May 4, 2021 of each year to let parents review how funds are used and have the opportunity to make suggestions on how the funds are used. This meeting was not held in 2020 due to school being closed due to Covid-19. The school will hold the meeting in May of 2021 if feasible following guidelines of the CDC and ADH.

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose Elementary sent home the school's parent and family engagement plan to all our parents and they were asked to sign and return. After this year it will be a part of the elementary handbook and in our Open House packet a special place telling about the plan's location will be including on the signature page. The contact information for the parent facilitator is included on the parent and family engagement plan and is also noted again in the Open House packet on the forms. This plan has also been posted to our website.

The parent and family engagement plan is written and designed to be easy to read, follow, and understand for our parents at Glen Rose Elementary.

Every year at Open House an informational packet is prepared for our parents and sent home with them. It

includes the parent and family engagement plan, ways for families to be involved in their child's/children's education, how to communicate in a regular and meaningful two way system with parents/teachers, roles they can play in their child's/children's education, and scheduled activities for the school year. Volunteer surveys are included in this packet. They are then copied and notebooks are made for each elementary building to access for parent volunteers. The elementary will conduct a drive through Open House from 4-7 August 10th-13th. (A grade a night with Kindergarten and Pre-K doing theirs on the Gifford campus.) Parents will be able to talk to their child's teacher and receive the Back to Learning Plan for elementary with rules and procedures for this school year.

Meetings are planned in the evenings as well as before school so that more parents might be able to come. We are working on setting up an online meeting opportunity. If a parent request a special meeting time everything is done to try and provide for this opportunity.

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose Elementary has a School-Parent Compact and it is included in our Open House packet for parents to sign. It will be reviewed in the spring at the annual Title 1 review meeting. The elementary stresses to our parents the importance of us all working together to help their child/children have the best possible educational experiences.

The school conducts a fall and a spring parent/teacher conference where test results from ACT Aspire, Star Math, Star Reading, Dibels, Early Literacy, and any other testing that the state has asked to be done are shared and discussed with parents. (State tests were not given in April 2020 due to the school shut down for Covid-19.) The fall 2020 conferences on Sept. 28th will be done by phone, remind, or e-mail conversations. Parents were sent a paper asking them to choose which option will be best for them. The teachers will then schedule times to conduct calls or email visits. If a parent requests a face to face conference we will definitely conduct one. We will do social distancing and wear our mask during the conference. All strategies or tests that are used to meet student's needs are evidence based. The evidence or research for each strategy or test are kept on file in the office. Teachers discuss the best practices possible to assure that our student's needs are being met. The teachers also receive training or discuss in PLC meetings on the strategies and/or tests. Teachers also discuss with parents if their child is receiving intervention services and how those are conducted. The materials used in intervention are research based and are reviewed yearly to be sure they meet the needs of our students. Parents receive progress reports after 5 weeks of each 9 week grading periods and parents can request a conference or teachers can if there are concerns.

Parents received prep period times for each grade level and e-mail addresses for all staff in the Open House packet so they can contact their child's/children's teacher as needed throughout the year. Parents are always welcome to visit classrooms they just need to check in through the office.

Parents are given volunteer forms that they can fill out and return to school. These are then gathered into notebooks for each building and teachers can use the notebook to find volunteers for activities at school. Parents are also invited to serve on different committees at school, to help with field day, field trips, book fairs, and classroom activities. The elementary school will be following CDC and ADH guidelines on how or when parents can volunteer for school activities.

5: Reservation of Funds

(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will

be involved in providing input into how the funds are used.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

This component is not applicable to Glen Rose Elementary.

6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose Elementary has made use of our community resources by inviting in guest speakers to our school to share their knowledge and skills with our students. The elementary plans and carries out family and parent engagement activities throughout the year involving our students from Pre-K to 4th grade. This way parents can see what is expected of students at different levels. Our district has a parent center located at Gifford where parents can go to get materials to work with their child/children or teachers can order materials that will be sent home to parents. We also hold an Open House at the Parent Center so parents can visit and see what is available to work with their child/children. Each library also has a parent section that parents can check out materials from.

Glen Rose Elementary is always willing to try and present parenting classes to our parents as they are requested. We are currently looking at some literacy classes to offer for parents to work with their child/children. We do use area nurses or doctors to help with programs at school, a career fair was held in the past and we hope to continue this program with our students.

Glen Rose Elementary does not have a PTO at this time but if interest was shown by parents to form a PTO the school would be happy to work with them in setting up a PTO. The schools in our district are trying to work together to set up an alumni advisory committee to gather more information on activities or ideas they feel would benefit our school and students.

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

Glen Rose Elementary is still in the planning stages for Math Night, Literacy Night, Literacy classes, and other engagement opportunities after discussion at the October 5, 2020 meeting.

Glen Rose Elementary uses standard based report cards to communicate how our students are progressing throughout the year. Parents are also notified if their child/children are struggling in any areas and extra practice can be provided. At the first conference state mandated test scores are gone over with the parents and a discussion of their child/children's performance is carried out.

Glen Rose Elementary presents at the Report to the Public an overview and explanation of the following:

*curriculum used at each level

- *state tests that are used at each level
- *Arkansas Academic Standards
- *Title 1 programs
- *Use of ADE website and how parents can use the parent section
- *How to plan and create nutritional meals
- *Programs planned for Literacy, Math, and Parent Engagement
- *Encourage parents and family to work with teachers/school to help their child have a wonderful educational experience

Glen Rose Elementary will offer parenting courses on how to work with your child in literacy, math, and other subject areas as needed. They will also hold classes on making materials for home use, using computers or apps to help engage parents and families, and also some easy day trips to places that will enhance their child/children's academic success.

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)

Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?

The Glen Rose School District will conduct, use Arkansas Ideas, or Dawson Co-Op to present 2 hours of parent and family engagement to faculty and administrators. This professional development will be done every 4 years.

The Glen Rose Elementary handbook contains the policy for resolving parent concerns that all parents have access to and can use if needed.

Teachers, instructional support personnel, principals, and other school leaders and staff will be trained in the following:

- *parents are an integral part in assisting student learning
- *implement and coordinate parent programs and build ties between school and home
- *value the contributions of parents
- *how to communicate and reach out to parents as equal partners
- *welcome parents into the school and seek their assistance
- *to respond to parents with extra support work if they request work

9: Building Capacity - Discretionary

(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)

Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

All meetings are conducted at a variety of times to offer appropriate times for all parents and families in our school. Due to Covid-19 our parent meetings may have to be conducted through Google meet or zoom this year. We will continue to monitor regulations for meetings to determine what is the best option.

Reach out to parenting and family engagement web sites, or the ADE website to find appropriate training or activities for our parents.

The school will reach out to community leaders, churches, and businesses for ideas on how they can help improve family and parent engagement.

(See complete [Arkansas Guide for School Parent and Family Engagement Plan](#) for references)

District Feedback

- Attention: Changes Needed!
 - In Compliance
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Comments:

Also, under #9. Talk about possible using google meet or zoom for parent meetings if necessary. and you need a provision of how you would meet with a parent if they insisted on coming for a face to face Parent/Teacher Conference.