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Walnut Ridge Elementary School (Lawrence County School District)  
508 East Free Street  
Walnut Ridge AR 72476  
870-886-3482

### School Parent and Family Engagement Plan

<b>District Name:</b>	Lawrence County School District
<b>Grades Levels:</b>	K-6
<b>Building Facilitator:</b>	Dyan Heard
<b>District Coordinator:</b>	Lindsey Romine
<b>Percent Free and Reduced Lunch:</b>	63.87%

#### 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
Dyan	Heard	Parent Center Facilitator
Lindsey	Romine	Parent Center Coordinator
LeeAnn	Cheadle	Principal
Brooke	Bramlett	Literacy Coach
Susan	Doyle	Parent
Becca	Bullard	Parent

#### 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.

Lindsey Romine (870-819-0443) will distribute a newsletter quarterly to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills.

Brooke Bramlett (870-886-3482) and parent volunteers will create a pamphlet explaining the school's involvement with the state's reading initiative and how the parents can be involved in supporting the goals of this initiative. It will be distributed at parent orientation night and other public meetings.

WRES has a website for classroom websites for each teacher. Homework assignments and pertinent classroom information will be available on classroom Web sites. Also, parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use e-mail and School Way to communicate with members of the school staff.

K-4 teachers will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school.

Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

WRES will provide to parents reports/report cards every nine weeks with information regarding their child's academic progress and upcoming classroom and school events.

WRES (Andrea Roark (870-886-3482) and Candance Eveland (870-886-6697)) will send parents a parent-friendly letter that explains their child's test results and standardized test scores.

WRES will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings.

WRES will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan. Copies of the Schoolwide Title I Plan will be posted on our website and copies will be available 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.)**

Parent Teacher Conferences will be held at the end of the first (October 12, 2018) and third (March 14, 2019) nine-weeks period. These meetings will include parent training sessions to help parents understand how to enhance their child's education. The meetings will be held at various times before or during the day to better accommodate parents.

Teachers will hold conferences individually 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 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.

Lawrence County School District will hold a meeting to inform parents 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.

The WRES PTO will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures.

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

Reading buddy

Teacher assistant

Book fair helpers

Awards day presentation

Field day volunteers

Parent education workshops

Orientation presentations

Open House

Parent-school organization

Red Ribbon week

Christmas and end-of-year 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)?**

LeeAnn Cheadle (870-886-3482) will provide opportunities for parents and community members to support the instructional program through such programs as Reading Buddies and other programs.

Lindsey Romine (870-819-0443) will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts using a parent survey. Teachers will explain the requirements to parents and encourage them to become involved in the school. Orientation 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.

STATE REQUIREMENT – LeeAnn Cheadle (870-886-3482), Brooke Bramlett (870-886-3482), Dyan Heard (870819-0441), and/or Lindsey Romine (870-819-0443) 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.

STATE REQUIREMENT (Staff Development) 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. No fewer than 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. Professional Development will be provided by WRES staff or Northeast Arkansas Educational Cooperative.

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

WRES 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. LeeAnn Cheadle (870-886-3482), Brooke Bramlett (870-886-3482), Dyan Heard (870819-0441), and/or Lindsey Romine (870-819-0443) will be responsible for this.

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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?**

Dyan Heard (870819-0441) 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. WRES will ask parents to serve on curricular and instructional review 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. WRES will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement.

STATE REQUIREMENT – To take advantage of community resources, WRES shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. LeeAnn Cheadle (870-886-3482) will be responsible for this.

STATE REQUIREMENT - WRES shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. LeeAnn Cheadle (870-886-3482) will be responsible for this.

LeeAnn Cheadle (8708863482) and Andrea Roark (8708863482) will coordinate parent and family engagement activities with those of other programs such as Head Start program, Reading First Program, Early Reading First program, Even Start program, Parents as Teachers program and Home Instruction Program for Preschool Youngsters and State run preschool programs. Walnut Ridge Elementary will collaborate with BRAD Head Start to transition students to the Walnut Ridge Elementary campus. Teachers and Ms. Cheadle will participate in joint transition conferences, and schedule early spring visits to the campus for preschool students. Ms. Cheadle and Mrs. Roark will collaborate with Head Start and ABC parents to encourage participation in PreKindergarten Registration/Parent Night. The Walnut Ridge Elementary provides parent involvement strategies for parents and students in the public and private preschool programs by providing a day for the parent and students to visit the kindergarten classroom. Informational packets are sent home with the parents and students.

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

Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.

STATE REQUIREMENT - WRES will distribute Informational packets each year which includes a copy of the school's parent and family engagement 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, 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, School Way, e-mail...).

STATE REQUIREMENT - WRES will promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the Parent Center, advertise the current selection, and give parents the opportunity to borrow the materials for review.

A Parent Center has been created. Lindsey Romine (870-819-0446) is the Parent Center Coordinator.

STATE REQUIREMENT – WRES includes in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. LeeAnn Cheadle (870-886-3482) will be responsible for this.

STATE REQUIREMENT – Dyan Heard (870819-0441) is our certified staff member who is will to serve as a parent facilitator.

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

Dyan Heard (870819-0441) will engage parents in the annual evaluation of the Title I, Part A Program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will

determine the effectiveness of the parent and family engagement plan and make changes, if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

**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?**

WRES will ask parents to fill out a parent interest survey at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. Lindsey Romine (870-819-0446) will be responsible for this.

WRES will use the results of the parent interest survey to plan the parent and family engagement activities for the year.

WRES will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation.

STATE REQUIREMENT – WRHS will sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities. WRES will not be involved in this since it is for high school students.

**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.)**

WRES will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program in the spring. WRES will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide 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. For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. Dyan Heard (870819-0441) will be responsible for this.

***\*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"/>		10/10/2018
<b>2. Annual Schedule:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/10/2018
<b>3. Volunteer Opportunities:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/10/2018
<b>4. School-Parent-Compact:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/10/2018

<b>5. Involvement/Schoolwide Planning:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/10/2018
<b>6. Resources for Parents:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
<b>7. Evaluation of Efforts:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
<b>8. Parent Survey:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
<b>9. Annual Title I Meeting:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/10/2018