

Arkansas

District 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

School Year
2017-18

Superintendent
Dr. Kim Wilbanks

District Coordinator: Name & Email Address

Misty Doyle
misty.doyle@jonesboroschools.net

Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

Enter committee members

First Name
Jolina

Last Name
Brown

Position
Parent

Enter committee members

First Name
Tony

Last Name
Thomas

Position
Craighead County Judge Assistant

Enter committee members

First Name

Joe

Last Name

Hafner

Position

Jonesboro City Council

Enter committee members

First Name

Timeka

Last Name

Scales

Position

Parent

Enter committee members

First Name

Amanda

Last Name

Herget

Position

Parent/Business Owner

Enter committee members

First Name

Sue

Last Name

Castleberry

Position
JPS Assistant Superintendent

Enter committee members

First Name
Glenda

Last Name
Cheatham

Position
Retired Educator

Enter committee members

First Name
Misty

Last Name
Doyle

Position
School Improvement Specialist

Enter committee members

First Name
Leslie

Last Name
Cothorn

Position
Parent

Enter committee members

First Name
Juliana

First Name

Rebecca

Last Name

Mixon

Position

Parent

Enter committee members

First Name

Kristi

Last Name

Pulliam

Position

Jonesboro Foundation of Arts

Enter committee members

First Name

Shelle

Last Name

Randall

Position

Jonesboro Chamber of Commerce

Enter committee members

First Name

Amy

Last Name

Roscoe

Position

Independent Marketing Contractor

Enter committee members

First Name

Laura

Last Name

McDowell

Position

Parent

Enter committee members

First Name

Karleen

Last Name

Sheets

Position

JPS Assistant Superintendent

Enter committee members

First Name

Jenna

Last Name

Stafford

Position

Parent

Enter committee members

First Name

Cindy

Last Name

Thyer

Position
Circuit Judge

Enter committee members

First Name
Kim

Last Name
Wilbanks

Position
JPS Superintendent

Goal 1: How will the LEA foster effective parent and family engagement strategies and support partnerships among school, parents, and the community to improve student achievement?

Hint

1. Review parental involvement policy annually to insure policy fosters parental involvement. Include the policy in the student handbook and post on the district website.
2. The district will host an Annual Title I Parent meeting to discuss the Title I program. The agenda will include topics related to the Title I program, data regarding parental involvement, use of parent involvement funds, ideas to help parents help their children achieve academically, etc. In the 2015-16 school year, the meeting was conducted in March 2016. In 2016-17, the annual meeting was held on 2017 with Dr. Kim Wilbanks, Superintendent, facilitating the meeting. During the 2017-18 school year, the annual meeting will be held in the Spring of 2018.
3. The district is required to reserve a minimum of 1% of It's Title I allocation for parental involvement.
Process: The district determines the amount of the 1% set-aside for parent involvement and student enrollment. A per pupil amount is determined. Each school receives the per pupil amount based on the enrollment in the building. Minimal funds are maintained at the district level.
4. Parental involvement activities will be available to parents of students of all ages. Opportunities will be offered to transition students from preschool to Kindergarten, from Kindergarten to magnet schools, from magnet schools to junior high schools and from junior high schools to the high school. Becky Shannon, JKC Principal, will coordinate transition from PreK to Kindergarten.
5. Parent involvement facilitators in each school are: Jonesboro Kindergarten Center: Paige Cothorn; Math & Science: Sarah Rout; Visual & Performing Arts: Connie Cook; Health, Wellness & Environmental Studies: Alicia Rose; International Studies: Julie Plunkett; Microsociety: Paula Barnhill; Annie Camp Junior HS: Martha Hubbard; Douglas MacArthur Junior HS: Cindy Calhoun; Jonesboro High School: Deb Cook. Misty Doyle will collaborate with parent involvement facilitators regarding annual review of effectiveness for the parental involvement plan.
6. Dr. Sue Castleberry, Assistant Superintendent, collaborates with the JPS Board Student Services Committee, building leadership teams, curriculum team, and other stakeholders to revise all district policies to meet current requirements. Input from parent/community stakeholders at the annual Title I meeting are also considered. Jonesboro Public Schools Policies 6.11 and 6.12 are in the Title I folder in Indistar.
7. The district parent/community involvement committee meets annually to review policies and discuss ways to improve student learning. All schools in the district have parental involvement committees and parent organizations (PATHS-Parents and Teachers Helping Students).
8. Parent and community members serve on ACSIP committees at the district and school levels. Schools survey parents annually.

Reviewer Response:

- Attention: Changes needed!
- In Compliance

Reviewer Comments:

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental engagement?

Hint

1. School calendars are posted on the district website and district staff participates in numerous building parental involvement activities each year. District staff attends building leadership team meetings and professional learning communities meetings where parental involvement activities are planned. Parent involvement practices are also discussed in administrator meetings.
2. The district insures that staff members are involved in Professional Learning Communities (PLCs) for their grade/department. In their PLCs, staff members discuss parental involvement including mentors programs, communication, etc.
3. Interpreters assist at parent-teacher conferences, parent programs, enrollment, etc. Parent information sent home is often translated into Spanish. Person responsible: Karleen Sheets, Assistant Superintendent.
4. Parents in every school receive a copy of the JPS K-12 Student/Parent Handbook which includes these policies. The policies are also posted on the JPS website. Person responsible: Dr. Sue Castleberry & Karleen Sheets, Assistant Superintendents.
5. The district monitors schools to insure that all schools:
 - Develop parental involvement policy – This policy is developed district-wide and is posted on the JPS website and is in the K-12 Student/Parent Handbook.
 - Offer flexible meeting times – In addition to scheduled parent-teacher conferences, conferences are scheduled at the parent's request. The ELL staff schedules conferences with parents and provide interpreters, if needed.
 - Provide information to parents about the school's program, include parent information guide.
 - Develop and use the School-Parent Compact that is distributed and collected annually in each school.
 - Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. Schools offer multiple opportunities for parental involvement.

Person responsible: Karleen Sheets, Assistant Superintendent

6. The district supports schools as they reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use. All schools have PATHS meetings to help plan these activities. For example:
 - Jonesboro Kindergarten Center: offer meetings for parents of ELL/Migrant children
 - Math & Science: conduct STEM night
 - Visual & Performing Arts: send home parent tips
7. Each school encourages parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts. For example:
 - Jonesboro Kindergarten Center: Jonesboro Kindergarten Center provides opportunities for parents and community members to support the instructional program through Parent PATROL and Junior Auxillary. JKC provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers explain the requirements of the Parent PATROL program and encourage parents to become involved in the school. Brief training sessions, by the Library Media Specialist, 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.
 - Math & Science: The school provides opportunities for parents and community members to support the instructional program through Reading Buddies, tutoring, and Lunch Buddies. The school provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents and via letter sent home in early September. Teachers and the Parental Involvement Facilitator explains the requirements to parents and encourage them to become involved in the school
 - Visual & Performing Arts: VPA provides opportunities for parents and community members to support the instructional programs through musical programs, guest readers, book fair volunteers, tutoring career cafe's, and the lunch buddy mentoring program. VPA provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers and current parent volunteers explain the requirements to parents and encourage them to become involved at VPA. Brief training sessions are provided to parents and community members, by the staff members in charge of the various school volunteer programs. The trainings provide information to volunteers to insure their volunteer experience is pleasant and successful.

- Health, Wellness & Environmental Studies: The school provides opportunities for parents and community members to support the instructional program through Reading Buddies, tutoring, and special friends. HWES partners with Jonesboro High School students to help achieve this goal. The school provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers explain the requirements to parents and encourage parents to become involved in the school. Brief training sessions 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. HWES adds information to the school's Facebook page to train our parent volunteers.
 - International Studies: The school provides opportunities for parents and community members to support the instructional program through Reading Buddies, tutoring, and lunch buddies. The school provides a list of volunteer opportunities and solicits ideas for more volunteer opportunities via surveys and interviews of parents for other types of volunteer efforts
 - MicroSociety: The school provides opportunities for parents and community members to support the instructional program through Parents, Administrators, Teachers, and Community Helping Educate Students, 'P.A.T.C.H.E.S'; Junior Auxiliary; Micro Mentors; and, Lunch Buddies. MicroSociety provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers explain the P.A.T.C.H.E.S program and encourage parents to become involved in the school.
 - Annie Camp Junior High School: The school provides opportunities for parents and community members to support the instructional program through Career Shadowing Day, guest speakers for Veterans' Day and 9/11, etc. The school provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers explain the requirements to parents and encourage them to become involved in the school. Brief training sessions 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 through programs such as Library Craft Day Volunteers, Lunch Buddies, etc.
 - MacArthur Junior High School: Announcements are made through the DMJHS NEWS and PAT organization regarding volunteer needs and opportunities. The school provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during Open House. Teachers explain the requirements to parents and encourage them to become involved in the school.
 - Jonesboro High School: While the Academies at JHS do not have an organized group of office-type volunteers providing daily support, there is support that is cultivated through a variety of booster organizations and active in addressing needs and concerns of each booster group. Opportunities are available within the groups. The STEM, BCA, and HHSL Academies provide opportunities for service through advisory boards and classroom instruction support. The school has also implemented monthly parent meetings called Breakfast with the Principal.
8. Each school encourages parent participation through innovative scheduling of activities through strategies. For example:
- Math & Science: The school works with Jonesboro Kindergarten Center and Annie Camp & MacArthur Junior High Schools to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school hosts special orientation programs for parents and students to help with the transition, including March Parent-Teacher conferences and Magnet Information Nights.
 - Visual & Performing Arts: VPA provides opportunities for parents and community members to support the instructional programs through musical programs, guest readers, book fair volunteers, tutoring career cafe's, and the lunch buddy mentoring program. VPA offers a preview night during the second semester for prospective students and their parents to tour the campus. The night offers the opportunity to meet staff members and discuss academic programs and the arts curriculum. VPA, Annie Camp and MacArthur collaborate to provide sixth grade students and their families assistance for a smooth transition from one school to the next.
 - International Studies: The school works with Annie Camp and MacArthur Junior High Schools to provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. Sixth grade students and their parents attend the Parent-Teacher conference in March at their respective junior high campuses to obtain information for the following year.
 - Annie Camp Junior High School: The school helps provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities through an Open House for 7th graders and all new students. Parents go through a series of stops where faculty/staff explain all procedures, rules, and activities of the school. The school hosts the 6th grade parent-teacher conference for the student and parent to familiarize themselves with the school the spring before they begin classes in the fall. The school has also implemented Breakfast with the Principal once a month to provide important information to parents and listen to their suggestions.
 - MacArthur Junior High School: The school counselors work with each elementary school to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school hosts special orientation programs for parents and students to help with the transition. Parents have the opportunity to meet the new teachers at the end of the school year.
9. Following the ADE professional development rotation schedule, staff members participate in professional development to enhance their awareness and skills to engage parents as equal partners.

Reviewer Response:

- Attention: Changes needed!
- In Compliance

Reviewer Comments:**Goal 3: How will the district build the school's capacity for strong parental engagement?****Hint**

1. The district meets about once a month with building principals to discuss various topics including parental involvement. The district hosts a Title I parent meeting annually. Educational goals are discussed on each campus during parent activities. Dr. Kim Wilbanks, Superintendent, facilitates the principals' meetings and annual Title I meeting.
2. Each campus has a PATHs group (parent organization). Dr. Sue Castleberry and Karleen Sheets, Assistant Superintendents, collaborate with principals and parent involvement facilitators to support parent groups on each campus.
3. Each campus has various community partners who assist in a variety of ways such as serving on advisory committees, mentoring students, providing supplies, etc.
4. Resources are allocated to each school to insure its parent center has materials available to parents for parents to learn about child development, child rearing practices and academic strategies.
5. Surveys to collect parent input are conducted regularly via paper/pencil, Google Forms, and/or Survey Monkey. Karleen Sheets supports each school in the developing, administering and analyzing surveys.
6. The ACSIP school improvement process is used to allocate resources and coordinate actions for parental involvement.
7. Through the school improvement process (ACSIP), needs of each school are identified and plans are developed to meet the needs. The district provides on-going support to schools to insure quality parent involvement programs. Misty Doyle assists schools if additional support for parental involvement is needed.

Reviewer Response:

- Attention: Changes needed!
- In Compliance

Reviewer Comments:**Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parent and family engagement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation?****Hint**

1. Surveys are conducted during the school improvement process, including the AdvanceEd accreditation process. Schools develop surveys specific for their campus or in collaboration with another campus. Surveys are disseminated to parents in a variety of ways including paper surveys, electronic surveys, surveys at school events (Open House, Literacy night, etc.). The parent facilitator on each campus is responsible to insure surveys are analyzed and used to develop the building parent involvement plans. The survey will include a question to identify barriers to parental involvement. Karleen Sheets collaborates with the building facilitator, as needed.
2. During the ACSIP school improvement process, teams review data to determine the effectiveness of school improvement plans. Data is also reviewed at annual Title I meetings, advisory committee meetings, etc. The ACSIP chairs on each campus are responsible to insure parents are involved in the developing evaluation procedures and using data to develop the parent involvement plan.
3. Schools maintain documentation (notices, sign-in sheets, agendas, etc.) of parent involvement actions.
4. Findings from the evaluation process are used to: make recommendations to each participating school for parental involvement policy revision and provide suggestions for designing school improvement policies, as they relate to parental involvement. The district School Improvement Specialist and other district staff collaborate with building staff to monitor progress toward annual measurable objectives. If district policy needs to be revised, Sue Castleberry, Assistant Superintendent, meets with building personnel. Revisions are submitted to School Board for approval.
5. The evaluation of parent involvement program is included in the ACSIP and is posted on the district website. The parent involvement facilitator in each school is responsible to complete the evaluation, use results to prepare the next plan, and disseminate results to parents.

Reviewer Response:

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

Hint

1. Parents serve on each ACSIP team. Dr. Kim Wilbanks, Superintendent, and Karleen Sheets, Assistant Superintendent, collaborate with building personnel to insure parents are included on building ACSIP teams. They collaborate with building personnel, parent organization leaders and community members to insure parents are included on the district ACSIP team. The school improvement process includes analyzing data, identifying needs and resources, and developing plans to implement, monitor and evaluate school improvement efforts.
 2. The district encourages the formation of partnerships between the district and local businesses that includes roles for parents.
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