

**Eastside Elementary
School Engagement Plan
23-24**

Jointly Developed

Instruction is provided to parents on how to incorporate developmentally appropriate learning activities in the home environment. Topics may include, but are not limited to: reading with their child, math, science, technology, attendance, how to prepare for state testing, safety, and health and wellness, which includes nutritional facts, allergies etc. Parents are encouraged to recommend additional resources or suggest topics for the Parent Center.

Eastside provides opportunities for all parents including parents with limited English proficiency, parents with disabilities, and parents of migratory children. This includes providing information and school reports in a format and in a language parents understand. A school-wide survey is conducted annually.

Communication

Parent and Family Engagement Packet, which includes yearly calendars, parent school compact, list of volunteer/PTO opportunities, policies and procedures, events, and ways for parents to get connected is sent home at the beginning of each school year.

Information is provided to parents via paper copies, parent apps(Dojo), social media, Parent Link, and monthly newsletters. Information is provided to parents in English and Spanish.

Eastside provides parents reasonable access to staff by email, opportunities to meet during teacher planning time, during parent/ teacher conferences, or by appointment as requested by parents/ guardians. Parents are also encouraged to volunteer at various opportunities or in their child's classroom.

Building Staff Capacity

Teachers and staff are required to complete certain trainings and workshops each year. Every 4 years, teachers are required to complete 2 hours of training for Parental Involvement. Arkansas IDEAS Portal is used by school staff to build their capacity to work with parents as equal partners. Back to school training includes working with parents as equal partners in their child's education.

Building Parent Capacity

The principal's annual report the public includes description of curriculum, state and local assessments, and achievement levels.

A Title I meeting is held each year to help parents understand the requirements of Title 1 A, how to monitor their child's progress, and how to work with educators to improve their child's achievements. Each year, Eastside provides training to parents to help them partner with the school to improve their child's achievement. This year we will initiate a one book one school program to engage families in reading with their child. Technology opportunities (Coding) is held yearly. A STEM night is planned to engage parents in Science, Technology, Engineering, and Math and other events. Parent/Teacher Conferences are held twice a year and students are encouraged to lead the conferences. Monthly PTO meetings are held. Yearly, parents receive a list of volunteer opportunities and learning activities. Parents can participate through PTO, Title 1 meetings, Parents Make a Difference Night. Each year, parents will the opportunity to evaluate the effectiveness of the School-level Improvement Plan.

Eastside has a parent center in our library. Books and materials are highlighted in the monthly counselor newsletter. Parents are free to borrow materials as needed.

During conferences, teachers demonstrate learning activities for the home and the use of the Department of Education website is shared with families. Nutritional meal planning is shared with parents/families during the annual Health and Wellness Night.

Coordination

Eastside investigates and utilizes community resources through field trips, attending special events, and trainings. Our district provides Head Start/PreK transition into public schools and transitions from elementary to middle school. Wraparound services are also provided to families in need. Eastside has a Parent/Teacher Organization that is included appropriate decision making.

Annual Title I Meeting *(Title I schools)*

Eastside will hold an annual meeting (August/September 2022) at flexible times to inform parents of the school's participation in Title I, Part A programs. At that time, an explanation will be given concerning the Title I, Part A requirements and the rights of parents to be involved in those programs. The principal will also provide information on district and building goals, progress toward meeting those goals, and opportunities for parents to be involved.

School-Parent Compact *(Title I schools)*

Each spring, parents, students, and teachers review the compact to determine if revisions are needed. The Parent School Compact is sent home with students at the beginning of the school year. The Compact is also available on our district website and in the yearly Parent and Family Engagement Packet. Parent Teacher conferences are held two times per year (Fall and Spring).

Reservation of Funds *(Title I schools)*

At the annual PTO meeting, stakeholders (parents/teachers) determine how to spend Title I funds. Most years, parents have chosen weekly communication folders, student planners, and/or school-wide calendars.

Assurances

Please read the following statements closely. By checking these boxes, the School understands the legal requirements and will meet them accordingly.

- ✓ **A.1:** The School understands that annually by August 1, the public School's Engagement Plan shall be developed, or reviewed and updated.
[ADE Rules Governing Parental Involvement Section 3.02.3]
- ✓ **A.2:** The School understands that the following must be made available to families and the local community on the School or District website no later than August 1st:
 - The School Engagement Plan
 - A parent-friendly explanation of the School and District's Engagement Plan-
 - The informational packet
 - Contact information for the parent facilitator designated by the School.*[A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02.4]*
- ✓ **A.3:** The School understands that a parent-friendly summary/explanation of the Engagement Plan should be included in the current student handbook.
[A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02]

- ✓ **A.4:** The School understands its obligation for ensuring professional development requirements related to parent and family engagement are met and that records are maintained accordingly. (2 hours every 4 years with 2022 being a required year)
[A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709; *Standards for Accreditation of Arkansas Public Schools and School Districts July 2020 Standard 4-G.1 Professional Development (D/C)*]
- ✓ **A.5:** The School understands its obligation to obtain signatures for each parent acknowledging receipt of the District's Engagement Plan summary/explanation.
[A.C.A. § 6-15-1704(a)(3)(B)]
- ✓ **A.6:** The School Principal understands their obligation to designate and pay a licensed staff member to serve as Parent Facilitator:
 - to help organize meaningful training for staff and parents,
 - to promote and encourage a welcoming atmosphere, and
 - to undertake efforts to ensure that engagement is recognized as an asset to the School.
 [A.C.A. § 6-15-1702(c)(1)]
- ✓ **A.7:** The School understands its obligation to incorporate the Engagement Plan into the School Improvement Plan.
[*ADE Rules Governing Parental Involvement Section 3.02.2*]
- ✓ **A.8:** The School understands its obligation to schedule regular parent involvement meetings at which parents are given a report on the state of the School and an overview of:
 - What students will be learning
 - How students will be assessed
 - What a parent should expect for his or her child's education
 - How a parent can assist and make a difference in his or her child's education.
 [A.C.A. § 6-15-1702(b)(5)(B)(i)(a-d)]
- ✓ **A.9:** Any School serving high school students understands its obligation to educate parents about their role in decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
[A.C.A. § 6-15-1702(b)(7)(B)(ii)]
- ✓ **A.10:** The School understands its obligation to welcome parents into the School, and more specifically, not have any school policies or procedures that would discourage a parent from visiting the School or from visiting a child's classrooms.
[A.C.A. § 6-15-1702(b)(6)(B)]
- ✓ **A.11:** The School understands its obligation to reserve at least 1 percent of its Title I, Part A allocation for engagement purposes should such total allocation amount to \$500,000 or more. Nothing limits LEAs from reserving more than 1 percent of its allocation for engagement purposes.
[*ESSA § 1116(a)(3)(A)*]
- ✓ **A.12:** The School understands that all Title I, Part A funded engagement activities and strategies should remain consistent with all information set forth in this parent and family engagement plan.
[*ESSA § 1116(a)(3)(D)*]
- ✓ **A.13:** The School understands its obligation to submit to the State any comments from parents who deem the Title I Schoolwide Plan unsatisfactory. These comments can be sent to ade.engagementmatters@ade.arkansas.gov
[*ESSA § 1116(b)(4)*]
- ✓ **A.14:** The School understands its obligation, if requested by parents, to provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
[*ESSA § 1116(c)(4)(C)*]

References

State

- Ark. Code Ann. § 6-15-1701 et seq.
- Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement

Federal

- Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 114 P.L. 95, 20 U.S.C. §§ 6312, 6318, 6320

School Name:	Eastside Elementary
School Engagement Facilitator Name:	Jennifer Plumley, counselor
Plan Revision/Submission Date:	April 11, 2023
District Level Reviewer Name, Title:	Melody Sebastian
District Level Approval Date:	May 18, 2023

Committee Members, Role

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

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Zarah	Boaz	Parent
Alex	Boaz	Student
Izzy	Boaz	Student
Brandy	Tuft	Parent
Katy	Buck	Parent
Rachel	Watterson	Parent/Teacher
Robin	Walsh	Parent/Teacher
Samantha	McLelland	Parent
Carrie	Gifford	Teacher
Diana	Rojas	Teacher
Kristine	Porter	Teacher
Molly	Buck	Student
Jennifer	Plumley	Counselor
Jessica	Marshall	Parent
Eden	Tubbs	Student
Robin	Wilkerson	Principal

(Find additional guidance on the DESE Parent and Family Engagement Requirements webpage. For any questions about completing this form or meeting legal compliance, please contact the DESE Engagement Unit at ade.engagementmatters@ade.arkansas.gov or 501-371-8051.)

Rogers Public School's Meal Charging and Collection Procedures

2023-2024 SY

As provided in SP 46-2016, all school food authorities (SFAs) operating the federal school meal programs (National School Lunch Program and/or School Breakfast Program) must have a written and clearly communicated meal charge administrative procedure in place.

All SFAs must have an administrative procedure in place for children participating at the full paid meal rate who either do not have money in their account or in hand to cover the cost of the meal at the time of service. SFAs are required to communicate this administrative procedure to families and school and/or district-level staff members as appropriate. SFAs should ensure the administrative procedure is communicated on an annual basis.

Families will have access to the meal charge administrative procedure via a written copy of the district-wide "Meal Charging and Collection" procedures each school year. Families of transfer students (during the year) will receive a written copy of the district-wide procedure when enrolled.

NEW THIS YEAR: Students who have qualified for "reduced priced" meals will not be charged a co-pay and will have no obligation to pay the co-pay of .40 cents for lunch.

Local Charge Administrative Procedure Considerations

General

Students who are categorized as "full paid status" and are unable to pay for their meals at the time of the meal service are allowed to charge per Arkansas State law. Meals will not be denied to any student. Students charging breakfast and/or lunch will receive the same reimbursable meals available to all other students. Students will not be approached regarding a delinquent account or the need to bring money. Students may request the status of their account on their own but must do so as a private encounter with the cafeteria manager. Account balances will not be published or made known publically to anyone except the student and his/her parent or guardian.

Notification

The number of charges allowed for all students is not limited. Alternative meals will not be provided as a deterrent to charging. The parent or guardian will be contacted by letter, email, automated payment system notification or phone call when the account has remained delinquent without a payment plan in place. Families will be made aware of the opportunity to apply for free or reduced price meal benefits and assisted as needed in filling out the application. Families may not be "required" to apply for benefits.

Delinquent Debt

Delinquent debt is defined as overdue unpaid meal charges that are considered collectable, with efforts being made to collect them. The debt may remain on the accounting documents until it is either collected or determined to be uncollectable. The debt may be carried over in the student's account at the end of the school year (beyond June 30).

Repayment plans

Each household may request a repayment plan that will include payment levels and due dates appropriate to a household's particular circumstances. Please contact the cafeteria manager or program administrator for establishing a repayment plan.

Ala Carte' Purchases

Ala carte' purchases are items available to all students for purchase by exchange of cash or via the student's meal Account. They are not a reimbursable meal and are not subject to charging.

Contact Information

Families may contact their school's cafeteria manager for information or may call 479-631-3539 to speak to a Child Nutrition Program Administrator for further help or information.

Rogers Schools is an equal opportunity provider.