

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

Jointly Developed:

Lowell Elementary recognizes the importance of involving parents in the education of our students. Our goal is to create a culture of care and academic excellence in which the school and parents work together. This is done through:

- The parent advisory committee
- Parents being included in the development of the school engagement plan
- Curriculum nights
- Parent Resource Night
- PTA meetings-Evening
- Parent/Teacher conferences-afternoon and evening
- Open house (meet and greet)-evening
- Evening music programs
- Parent surveys sent out regarding various school decisions

Adequate representation efforts have been made to ensure parents and families with children at Lowell have been included in the decision making process in the following ways:

- Seeking volunteers to join the parent advisory committee
- Parent surveys to identify areas of strength and weakness
- Timely information about programs or changes in policies is sent from the office in both English and Spanish.
- Opportunities for parents to make suggestions for improvement of school procedures are provided. (Phone numbers and email addresses are provided on the website.)

Communication:

Informational packets are distributed annually to ensure parents are aware of school information, how they can get involved, and ways to communicate with the school. This includes:

- Distribution of the Lowell Family Engagement packet and engagement plan
- Every student, parent, teacher, and the principal sign the Lowell Compact outlining their role in the educational process
- Parents are offered various opportunities by the school and teachers to volunteer

- The school communicates with parents through:
 - Parent Link
 - Social Media
 - Remind101
- Teachers communicate with parents using messaging apps, social media, and email

Information for parents sent out by the school is distributed in various ways. As much as possible, this information is sent out in English and Spanish. Some of the forms of communication include:

- Paper copies sent home in Tuesday Folders
- Parent Link messages
- Social Media Post (Facebook and Instagram)
- Messaging Apps such as Remind101

Flexible meetings are offered throughout the school year. The school offers flexible meetings including:

- Parent/teacher conferences (afternoon and evening)
- 504 and special education conferences are scheduled by what works best for parents during the school day
- Administrators are available to meet with parents when needed during the school day
- Meetings can take place in a variety of ways to ensure parents can attend (in-person, phone conference, video chat)

Building Staff Capacity:

Lowell builds the staff capacity to work with parents as equal partners in a number of different ways. The ways this happens at Lowell include:

- Parent meetings to discuss progress/how parents and teachers can work together
- Parent/teacher conferences-2X a year minimum
- Parent and Family Engagement Coordinator leads professional development for staff in working with parents as equal partners
- The Lowell Compact is signed by parents, teachers, and the principal explaining the responsibilities of all involved to lead to success for students
- Staff is encouraged to attend all PTA meetings with a minimum requirement of 1 time per year

Building Parent Capacity:

Lowell communicates with parents to provide information about curriculum, assessments, and standards. This is done by:

- Curriculum overviews sent home throughout the year
- Information related to curriculum, assessments, and standards are reviewed at the annual report to the public meeting

- Curriculum, standards, and assessments can be accessed through the school website

Assistance is provided to parents to help them understand Title I, their student's progress, and how they can help improve their student's achievement. This is done by:

- Annual Title I meeting that is open to all families to attend. This meeting covers: an overview of Title I, the components of a school-wide Title I program, Parent's rights under Title I, opportunities for parental involvement, School goals, Smart Core Curriculum, and state and local resources.
- Parent meetings to discuss progress/how parents and teachers can work together
- Parent/teacher conferences-2X a year minimum (teachers can discuss with parents progress and how they can help).

Parents are an important part of their student's education. Lowell is willing to train/help any parent(s) that are looking to better support their student. This can be done by:

- Literacy and math curriculum nights for parents to see what their student has been working on and how they can help at home
- Meetings with teachers and/or academic facilitators to give parents activities and knowledge to help their children
- Parent nights to provide parents with strategies we use at school to improve behavior and social emotional skills

Lowell wants parents to be involved in their student's education as much as possible. Parents can participate in their child's education by:

- Volunteering for any of the various school activities that take place throughout the year
 - New volunteers will receive orientation to the building, suggestions on working with children, the importance of confidentiality, and the process for reporting concerns they have
- Attending curriculum nights, parent/teacher conferences, open house, PTA meetings, and/or special education/504 conferences to get information on how to help their children
- Parents will also have the opportunity to review Title I and report to the public information, the school engagement plan, and the school level improvement plan
- The parent advisory committee will also help develop some of the school goals and priorities

At Lowell, we are using Conscious Discipline to teach students social-emotional skills to help improve student well-being and behavior. We have additional parenting resources and a school social worker available to assist families. Lowell will support parents in this area by:

- Providing a minimum of one parent night to share information on how parents can support the skills we are teaching students.
- Having materials that can be checked out through the library or school counselor
- Providing useful information to parents in the front office
- The availability of a social worker to help parents get access to parenting information and basic resources

5: Coordination

Lowell is fortunate enough to have a number of community partners that pour into the success we

have at Lowell. Some of our community partners include:

- Arvest Bank, Nestle, First Baptist Church-Lowell, JT's Tri Tip Grill, Lowell Fire and Police Departments, Hickory Creek Baptist Church, 4X4 Club, Impact Church, FBC-Bentonville, Lowell Fraternal Order of Police, Grace Baptist Church, and the Lowell Kiwanis Club, sponsor programs, provide resources to families, and volunteer when possible.
- The City of Lowell works with the school to provide a safe playground and gym for school and community use.
- Fire and Police Department employees are available for training and the Police Department provides assistance with safe arrival and dismissal. A school resource officer is assigned to Lowell and is housed at Kirksey Middle School.

6: Annual Title I Meeting

Each year Lowell Elementary has an annual Title I Meeting to explain what it means to be a Title 1 School and the requirements that come with being a Title 1 school. This year, we will be holding our annual Title one meeting in October. Some highlights of the Title 1 Meeting include:

- Lowell's report card from the state
- An overview of Title 1
- How Title 1 helps Lowell Elementary students
- Parent and public rights under Title 1
- Our school goals stated in our School Level Improvement Plan (SLIP)

7: School-Parent Compact

The parent advisory committee at Lowell created the Lowell Compact a few years ago, and is reviewed annually to make changes as needed. The compact outlines what the student, parent, teacher, and principal need to do in order to be successful.

The Lowell Compact can be accessed in a number of different ways:

- The school will provide a copy upon request
- The Lowell Compact will be reviewed yearly at conferences
- The Lowell Compact can be found on the district page-state required information>school plans>Lowell Elementary>parent compact (website below)
<https://docs.google.com/document/d/1Q6az6DfzadysNllk-V7YhDwEw4XjomxF/edit?usp=sharing&oid=110149506658265143742&rtpof=true&sd=true>

8: Reservation of Funds

Lowell uses Title I, Part A funds in a number of different ways related to parent and family engagement programs. The parent advisory committee, in conjunction with Lowell's guiding coalition, determines how funds are spent. The focus is on curriculum, student achievement, and helping parents. When thinking about how funds are spent, the committee prioritizes activities that have the highest parental and family engagement. Some of the ways we use these funds to engage parents and families includes:

- Curriculum nights
- Conscious Discipline Parent trainings
- Breakfast with Grandparents

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)]

VA.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)]

VA.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)]

VA.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:	Lowell Elementary
School Engagement Facilitator Name:	Shawn Johnston
Plan Revision/Submission Date:	4/27/23
District Level Reviewer Name, Title:	Melody Sebastian
District Level Approval Date:	5/17/23

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>
Shannon	Passmore	Principal
Shawn	Johnston	Assistant Principal
Stephanie	Bentley	Counselor
Betty	McKinnon	Parent
Amber	Smith	Parent
Janet	Nelson	Staff
Tara	Scott	Parent
Lindsay	Pardun	Teacher

(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.)