



Reagan Elementary
Parent & Family Engagement
Packet

2023-2024

Daily Schedule

7:15 A.M.....	Doors Open
7:45 A.M.....	Morning Announcements Begins
7:45 A.M.....	Instruction Begins
2:45 P.M.....	Walkers/After School Programs/ Bus Riders Dismissed
2:50 P.M.....	Car Riders Dismissed

Mission Statement

Along with the Rogers School District, the mission of Reagan Elementary is to provide an environment of educational excellence where all belong, all learn, and all succeed.

Vision Statement

Reagan Elementary School will have eager, enthusiastic students who, regardless of cultural or learning differences, are able to rise above circumstances in their lives to become lifelong learners and responsible citizens. Our collaborative family and community will be partners in developing creative, respectful, self-motivated, high achieving problem solvers.

**Reagan Elementary School
3904 W. Olive
Rogers, Arkansas 72756
479-631-3680**

Welcome to Reagan Elementary School! We are glad you are here! The Reagan staff has high expectations for students and works cooperatively with parents to provide the training, guidance, and support needed for students to develop to their fullest potential. Our school motto "Learning Today, Leading Tomorrow," promotes the positive partnership of home and school working together towards the common goal of student success and meeting the challenges of an ever-changing world.

We look forward to a school year filled with cooperation between students, parents, community and school personnel. It will take all of us working together to provide students with the best opportunities available. To ensure your child's success in school, we encourage you to be involved. Enjoy following the progress of your child during the 2023-2024 school year.

There is always a need for volunteers who care about children and enjoy working with them. If you are interested, call the school office, fill out the enclosed survey or contact your child's teacher. The rewards are intrinsic and abundant.

Once again, welcome to the Reagan Family!

Beth Carter, Principal
Sarah Stallings, Assistant Principal

beth.carter@rpsar.net
sarah.stallings@rpsar.net
<http://rg.rogersschools.net>

Visit <http://www.rogersschools.net> for detailed and updated information throughout the school year. A monthly school calendar and other school specific information are posted on the Reagan link or can be obtained from the school office.

EQUAL OPPORTUNITY: The Rogers Public School District does not discriminate in its policies and programs on the basis of race, color, creed, religion, age, sex, handicap, national origin, or ancestry. Inquiries concerning the application of Title IX or Title VI, may be referred to the Equity Coordinator, 500 W. Walnut, 636-3910.

This packet is designed to inform stakeholders and fulfill the requirements of Act 1002 of 2011

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***Several forms are located at the very back of the Parent & Family Engagement Packet.
Please take time to fill these out and return them to school.**

Arrival at School

Doors will open at 7:15 a.m. All students will report to their hallway as they enter school each morning. A teacher will be on duty in each hall. If your child will be having breakfast at school we ask that he/she arrive no later than 7:25 a.m. This will ensure that the student has enough time to eat before the tardy bell rings. **Please do not drop your child off before 7:15 each morning, as there is no adult supervision.** Instruction begins at 7:45 and school dismisses at 2:45. If you are checking out early, please come to the office no later than 2:20 pm.

Attendance

Arriving late or leaving early will be charged with absences as follows:

- Anytime a student is late or is checked-out prior to the dismissal bell: 1 tardy
- 2-4 hours of missed time: 1/2 of an absence
- More than 4 hours of missed time: 1 absence

Excessive Absences:

- After the 5th absence during a semester, parents will be notified by phone or letter.
- After 10 absences in a semester, parents will again be notified by phone or letter.
- On the 11th absence in a semester, Arkansas law requires that parents be notified that students may be retained and that a report may be filed with Arkansas Department of Human Services (DHS).

Leaving School Early:

- When possible, medical and dental appointments should be made outside of school hours. When it is necessary for an appointment, please obtain a doctor's note and send it to school with your child.
- A child will be released only to parents unless the school has been notified by the parent that they have granted permission for someone else to pick up their child. Please sign the child out in the office. For your child's safety, identification may be requested.
- A student's attendance record will indicate absences according to the attendance policy when checked out of school for appointments.

Behavior Expectations

We want Reagan to be a place where all belong, all learn, and all succeed. In order for this to happen, we teach students about Reagan expectations and values. The expectations and values were developed through a collaborative process which included students, parents, and school staff. The major expectations that support the appropriate behavior of students at Reagan include being:

- **Ready & Safe**
- **Respectful**
- **Responsible**

Students are encouraged to meet these basic expectations and to do the right thing, even when no one is watching. We celebrate good choices at all times and in all places (classrooms, hallways, cafeteria, playground, school buses). The major values that support individual character development of students at Reagan include:

- **Mindful**
- **Inquisitive**
- **Perseverance**
- **Collaborative**
- **Empathy**

No student will be allowed to interfere with or repeatedly disrupt the educational process of others. Consequences for misbehavior include reprimand, time-out, loss of privilege, parent notification, conference with parent, detention (before, during, or after school), in-school suspension, and out-of-school suspension. A detailed Rogers School District discipline policy will be sent home with each student at the beginning of school.

Birthdays

Please do not send birthday treats to school with your child. State laws now regulate and restrict foods in schools, and parents may not provide food for any student other than their own child. Parents are also discouraged from sending flowers or balloons to school for their child. Deliveries of this sort disrupt the learning process in the classroom. Flowers or balloons that do arrive will be kept in the office for the student to pick-up at the end of the day. Flowers or balloons are not allowed on school buses.

Cafeteria

	Price	Reduced Price*	Adult
Breakfast	Free to All Students	Free to All Students	\$2.25 (Subject to change)
Lunch	\$ 2.45 per day \$12.25 per week Extra milk is 50¢ daily	\$.40 per day \$2.00 per week Extra milk is 50¢ daily	\$4.00 (Subject to change)

**Applications for free or reduced priced meals will be sent home with each student at the beginning of the school year and are available in the office or from the cafeteria manager.*

- Parents may pay for more than one week at a time with cash or checks made out to Reagan Elementary. **All payments should be sent in a sealed envelope labeled with the student's name, grade, and teacher's name.** Online payment is also available.
- Parents will be notified automatically (by letter) when a balance becomes negative.
- Parents are also invited to eat lunch with their child, from time to time. If this opportunity presents itself for you, please make sure you are aware of a few guidelines. Per Arkansas law, parents may only provide food for their own child. Also, there will be tables set aside for you to spend time enjoying conversation with your child. For safety and security, we ask you not to have more than 2 students at the table with you other than your own child, and we ask that you do not go outside to recess with your child.

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 copay and will have no obligation to pay the copay 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 publicly 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 uncollectible. 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.

Car Rider Procedures

Before and after school are times to be especially cautious when driving around the school. The back doors (40th Street entrance) are to be used for dropping off and picking up car riders. These procedures are in place to ensure the safety of your child, as well as the safety of others.

In the morning:

- car in each lane, so the cars behind you may also unload.
- when it is safe for the line of cars to move.
- **7:40** in order to get to class on time.

- Parents must pull up to the stop sign with one
- An adult on duty will use the stop sign to signal
- Please ensure your child arrives *no later than*

At dismissal:

● their name is called.

● Parents will need an ID code to display in the windshield of the car. This is how your students are called for dismissal.

● colored cone, where they will meet their vehicle and load.

Car riders are to wait inside the building until

Cars form a double line and pull up as directed.

Students are instructed to walk to a specific

Parents are asked not to park in the lot and walk in the building to pick-up their child unless they are taking care of other school business (i.e. meet with a teacher, business in the office, etc.). For the safety of all, students are never to be picked-up or dropped-off in the front bus lot (Olive Street entrance). This lot is for the loading and unloading of school buses and approved shuttles only. It is against Arkansas State Law for a vehicle to pass a school bus that is loading or unloading. It is also against Arkansas State Law for a parent to be using a cell phone or smoking while driving on school property.

Change of Address, Telephone Number, or Employment

It is extremely important that every student maintain an up to date address and working phone number on file in the school office. Please contact the school immediately when information changes. It is imperative that we know how to reach you in case an emergency arises.

Concerns

Any person who feels concerned about any matter connected with Reagan Elementary should first contact the appropriate teacher, staff member, or administrator. We strive to have open and honest communication, but if the concern cannot be resolved the Assistant Superintendent may be contacted, followed by the Superintendent.

Homework/Make-up Work

Homework: Homework should be an extension of clearly defined learning goals and should be appropriate to the age, ability, and independent level of the student. The assignment is primarily to be completed by the student for independent practice outside of school time. It is the responsibility of each student to complete all class and homework assignments on time. School papers are usually sent home each Tuesday, but please check with your child daily for assignments/notices.

Make-up work: Make-up work for students who are absent may be supplied by the teacher and picked up by the parent in the office. Please call the office to request work that may be picked up after a teacher's planning period.

Inclement Weather

In the early morning hours, during the winter, radio and television stations will begin carrying announcements at 6:00 a.m. of any school closing. Worsening weather conditions may force the early closing of schools. Should this happen, radio and television stations will carry this information. Please do not call the school. This interferes with our obtaining information and instructions from the district office. The school website as well as Facebook give updates on school closings. Please devise a parent-child contingency plan so that your child will know what they should do in the event that school is forced to dismiss early. Please provide your child with the proper rain gear for given days. Students will walk unless it is storming or a heavy downpour is occurring.

Legal Custody

If there are any custody arrangements existing regarding your child, the school must have a copy of the official court documents. These documents must be updated yearly or as changes occur.

Lost And Found

Articles found in and around the school should be turned in to the office where the owners may claim their property by properly identifying the lost item. Please consider labeling jackets, coats, lunch boxes, and other items with your child's name so that they may be returned to the owner. Unclaimed items will be donated to local charities.

Medication

School personnel cannot give any medication to students without written permission from parents. Permission forms are available in the nurse's office. Forms should contain the name of the medication, the amount to be given, and the time it is to be given. Parents must bring medication to the office in a prescription container, as students may not transport medication and a parent signature is required. Please provide a measuring spoon with liquid medicines. Please inform the nurse of significant allergies and/or diagnosis. Depending on severity, a health care plan may be necessary.

Notes from Parents

Notes are needed when:

- A student has been absent. Please state the reason for the absence.
- You will be picking your child up early for an appointment. This allows the classroom teacher to prepare any necessary homework.
- You wish your child to go home in a different way than usual, or if a different person is picking him/her up at school. Children without notes will be sent home their customary way.
- A student is going home with another student. **Both children must bring a note.**
- A doctor has diagnosed your child with an illness or injury requiring limited activity in PE or at recess.

Parent Center

A Parent Center has been established for parents to use. It contains numerous books, brochures, videos, and other pertinent resources on a variety of parenting topics. These are available to parents at no cost. Feel free to browse through this information and check out any item(s) that may be of interest to you. Please contact Katie Madey, counselor, for assistance or more information.

Parent Involvement Program

Involved parents are essential to improved student achievement. Reagan personnel participate in professional development that enhances understanding of effective parent involvement strategies and recognize the importance of setting expectations and creating a climate conducive to parental participation. Reagan Elementary promotes and supports active parental involvement by:

- Offering regular, two-way communication between home and school (daily/weekly folders, phone calls, notes, emails, conferences).
- Promoting and supporting responsible parenting.
- Understanding that parents can and should play an integral role in assisting student learning.
- Welcoming parents in the school and seeking their support and assistance.
- Including parents as full partners in the decisions that affect children and families.
- Providing access to community resources that strengthen school programs, family practices, and student learning.
- Developing a relationship of mutual trust and respect that transcends cultural, social, and language barriers.
- Promoting lifelong learning as a key to success.
- Participating together with an active and well-organized school PTO.

Parents may become active in the school and their child's education by taking part in "In-School" or "At-Home" involvement opportunities.

In-School:

- Joining PTO, leading a committee

At-Home:

- Reading to children

- | | |
|--|---|
| ● Attending parent/teacher conferences | ● Teaching family values |
| ● Volunteering at school | ● Helping with homework |
| ● Attending student performances, open house, curricular nights etc. | ● Monitoring screen time |
| ● Participating in PTO events | ● Maintaining consistent bedtime routines |
| | ● Checking folders/backpacks daily |

Parental involvement activities planned throughout the school year may be found on the school calendar, in monthly newsletters, or by contacting the school office. When parents are involved, schools are strengthened, students flourish, attendance and behavior is better, students receive a higher quality education, and a safer, more effective learning environment is created. Parent/Teacher conferences are held in September and early February to discuss student performance. However, feel free to schedule an appointment with your child's teacher at any time. We truly appreciate your partnership!

Personal Items

Children are not to bring toys, pets, electronic devices, playground balls or other personal items to school, unless they have special permission from their teacher. **No toy weapons of any kind are allowed.** Students will assume responsibility for any items brought to school.

Recess

We expect all children to go out for physical activity and social play, when weather permits, unless we have a note from a physician ordering the student to "sit-out". In extreme heat or cold, we will only be out long enough to stretch and get fresh air. However, please be sure your child dresses appropriately for recess. We ask that students wear shoes that are safe and sturdy and offer the support needed for physical education classes, recess, and other outside activities.

Dress Code

STUDENT APPEARANCE:

A student's appearance (clothing, cleanliness, and accessories) are expected to be comfortable, seasonally appropriate, and not interfere with the classroom environment by disturbing or distracting other students. The home and school need to cooperate in the matter of dress. Please look at your child before they leave your home. School is the child's place of business, and children who are dressed in appropriate school clothing tend to do a better job. Current fashion trends are not always appropriate for school. Students inappropriately dressed will need to have suitable attire brought to them or be given clothing from the school's clothes closet.

Students are encouraged to wear their Reagan T-shirts or sweatshirts on Mondays.

Students should not wear the following to school:

- Clothing that advertises tobacco, alcohol, or illegal products
- Clothing that exhibits inappropriate/suggestive language or symbols
- Spaghetti straps, halter or tube tops
- Hats or non-religious headscarves
- See-through clothing
- Shirts or tops that do not cover the midriff
- Shorts or skirts that are shorter than finger-tip length
- Clothing that is too tight or too loose
- Cleats, wheelies, or high heels
- Excessive jewelry

Hats will not be allowed in the building unless the office has designated a particular day for students to wear hats at school.

Appropriate Footwear:

Please avoid shoes with high heels, cleats or skates on the bottom. Also, cowboy boots and sandals/Crocs provide very little traction and make it both difficult and dangerous to run during P.E. and recess. Please avoid wearing any unsafe footwear to school.

School Supplies

Each grade level has a supply list that is included in the summer letter packet and upon enrollment. We ask that backpacks with wheels be avoided due to safety concerns for others. Teachers, at times, may also request special supplies for specific classroom activities. Students are expected to take good care of all books, equipment, and their own personal property. Parents will be assessed payment for damage done to books or to school or bus property.

Specialized Instruction and Services

Every student has library, physical education, music, and art. **For student safety, appropriate clothing and shoes should be worn on P.E. days.** The school counselor provides classroom guidance lessons and is also available to students and parents about academic or social issues within the school setting.

Standardized Tests

Rogers School District students in kindergarten through fifth grades take the state standardized tests each year. The dates of various tests will be announced throughout the year. Because these test results are used in various aspects of your child's educational program, we appreciate you avoiding any trips or absences during the testing dates. The required state assessments and dates for the 2022-23 school year are:

- i-Ready Diagnostic Assessment - K-2nd: Administered in early to mid-September, end of December to early January, and mid-April to early May.
- ATLAS, Grades 3-5: Testing window is April 15 -May 17, 2024
- ELPA 21 Assessment for ESOL students: Testing window is March 4-April 12, 2024

Transportation (Bus)

Several buses transport students to school within a very short distance. It is important that students show appreciation for this privilege by obeying rules for bus riders and extending courtesy and showing respect to bus drivers. Problems could lead to discontinued bus service. Parents are responsible for any misconduct at bus stops. The bus driver may refer any student to transportation authorities for misbehavior, and the following consequences will be enforced:

- First offense: student conference and parent contact by written notice or telephone
- Second offense: 1-day bus suspension and parent contact
- Third offense: 3-day bus suspension and parent contact
- Fourth offense: 10-day bus suspension and parent contact
- Fifth offense: 30-day bus suspension and parent contact
- Sixth Offense: Bus suspension for the remainder of the school year

Visitors to the Building

Parents are always welcome at Reagan Elementary School, as this is an integral part of student success. Please report to the office when you enter the building. Visitors are asked to wear a visitor badge while in the building. If you want to volunteer or visit your child's class, please make an appointment with the classroom teacher. All volunteer activities should be arranged with the teacher ahead of time. We ask that students from other schools or friends of students visit outside of school hours. Classroom interruptions during instruction times are discouraged because of the time on task necessary for successful learning.

Walkers

Students within Parent Responsibility Zones will either need to walk to school or be transported by parents. There will be a crossing guard at the corner of Olive Street and Quail Terrace from 7:15 a.m. to 7:40 a.m. After school, teachers will walk with the entire group of walkers to the crosswalk where the crossing guard will be. In case of heavy rain, lightning, or early dismissal, walkers are kept at the school until the car riders are picked up. Students are expected to show respect for other people's property and go straight home and not loiter in anyone's yard. It is important to discuss a plan for early dismissal due to bad weather and for dismissal during severe rain or storms. **Also, due to safety, there are no bikes allowed.**

Rogers Public Schools

2023-24 District Calendar

Revised 2/21/2023

2023

July					August					September				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3	4	5	6	7		1	2	3	4					1
10	11	12	13	14	7	8	9	10	11	4	5	6	7	8
17	18	19	20	21	14	15	16	17	18	11	12	13	14	15
24	25	26	27	28	21	22	23	24	25	18	19	20	21	22
31					28	29	30	31		25	26	27	28	29

October					November					December				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
2	3	4	5	6			1	2	3					1
9	10	11	12	13	6	7	8	9	10	4	5	6	7	8
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22
30	31				27	28	29	30		25	26	27	28	29

2024

January					February					March				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	4	5				1	2					1
8	9	10	11	12	5	6	7	8	9	4	5	6	7	8
15	16	17	18	19	12	13	14	15	16	11	12	13	14	15
22	23	24	25	26	19	20	21	22	23	18	19	20	21	22
29	30	31			26	27	28	29		25	26	27	28	29

April					May					June				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	4	5			1	2	3	3	4	5	6	7
8	9	10	11	12	6	7	8	9	10	10	11	12	13	14
15	16	17	18	19	13	14	15	16	17	17	18	19	20	21
22	23	24	25	26	20	21	22	23	24	24	25	26	27	28
29	30				27	28	29	30	31					

- ▲ Grading Period Begins
- Parent-Teacher Conferences
- All schools closed - Professional Development (PD)
- All schools closed - Teacher Work Day
- All schools closed - Vacation
- ▼ Grading Period End

- Inclement weather days will be made up in this order: May 31, June 3, June 4, June 5, June 6.
- Alternative Method of Instruction (AMI) day(s) may be utilized instead of adding days to the end of the school year (based on ADE approval).
- The Superintendent and School Board shall have the authority to amend this calendar in the event of excessive days missed.

July	
4	Vacation
August	
9	Building PD Day
10	District PD Day
11	Teacher Work Day
14	District PD Day
15	Building PD Day
16	1st Day of School - 1st Quarter Begins
September	
4	Labor Day - No School
22	District PD Day - No School
October	
2-13	K-5 Parent-Teacher Conferences
12	1st Quarter Ends
13	2nd Quarter Begins
20	Teacher Work Day - No School
23-31	6-12 Parent-Teacher Conferences
November	
1-3	6-12 Parent-Teacher Conferences
20-24	Thanksgiving Break - No School
December	
15	2nd Quarter Ends
18	Teacher Work Day- No School
19-29	Winter Break - No School
January	
1	Winter Break - No School
2	Building PD Day - No School
3	3rd Quarter Begins
15	Vacation Day - No School
February	
12-23	Parent-Teacher Conferences
19	District PD Day - No School
March	
13	3rd Quarter Ends
14	4th Quarter Begins
18-22	Spring Break - No School
25	Building PD Day - No School
May	
27	Memorial Day - No School
30	Last Day - 4th Quarter Ends
31	Teacher Work Day

School Day	School Year
Elementary: 7:45-2:45	1st quarter: 40 student days 2nd quarter: 40 student days 1st semester: 80 student days
Middle School: 8:00-3:00	3rd quarter: 49 student days 4th quarter: 49 student days 2nd semester: 98 student days
High School: 8:22-3:34	Total Class Days: 178 Teacher Work Days: 4 Professional Development: 8 Conference Days: 2 Total contract Days: 192



Equal Opportunity Employer

Please refer to the district website and monthly newsletters for calendar updates and school event notifications.



Rogers Public Schools

where all **belong**, all **learn**, and all **succeed**

500 West Walnut Street ☐☐Rogers, AR 72756 ☐☐ www.rogersschools.net ☐☐(479) 636-3910 ☐☐

Fax (479) 631-3504

Dr. Jeff Perry, Superintendent

Dear Parent:

In December 2015, former President Barack Obama signed the Every Student Succeeds Act into law. Parents continue to have the same rights as they did under "No Child Left Behind".

Under ESSA, parents have a right to know the professional qualifications of their children's teacher(s). This letter is to inform you of your right to ask for the following information about each of your child's classroom teachers:

- Whether the state of Arkansas has licensed or qualified the teacher for the grades and subjects he or she teaches (Note: We are also required to send a notice to parents affected if the teacher is not fully licensed, so if you haven't received such notice, your child's teacher(s) is/are fully licensed.)
- Whether the teacher is teaching under an emergency permit or other provisional status through which state licensing criteria have been waived.
- The teacher's college major, whether the teacher has any advanced degrees, and, if so, the subject of the degrees.
- If any time your student has been taught for four (4) or more consecutive weeks by a teacher(s) that is not highly qualified, then you will be notified by the school.

You also have the right to request information regarding the qualifications of the paraprofessional(s) assisting your child's teacher(s). If your child is receiving Title I, Part A services from a paraprofessional, then our district or school is able to provide you with the following information:

- Whether the paraprofessional has completed at least two years of study at an institution of higher education.
- Whether the paraprofessional has completed an associate's degree (or higher).
- Whether the paraprofessional has met a rigorous standard of quality through our state's certification procedure for determining the quality of paraprofessional staff.
- Whether the paraprofessional has: (a) the knowledge of and ability to assist in instructing reading, writing, and mathematics or (b) the knowledge of and the ability to assist in learning activities, such as homework, reading readiness, writing, mathematics, and other support as appropriate.

If you would like to receive specific information about your child's teacher or paraprofessional, please visit our office at 500 West Walnut Street to fill out a Parent Request Form. A response will be mailed to you within ten working days from the date of the request. Our office is open from 7:30 a.m. to 4:30 p.m. Monday through Friday.

Our district is fully committed to the success of your child. We appreciate your partnership in our efforts.

Sincerely,
 Dr. Roger Hill
 Assistant Superintendent for Human Resources

Overview of Reagan Elementary School's PARENT ENGAGEMENT PLAN

Reagan Elementary School
3904 W. Olive Street
Rogers, Arkansas 72756

A child's education is a responsibility shared by Reagan Elementary School and family during the entire time a child attends. Reagan faculty, staff, parents/guardians, and community members must work together as knowledgeable partners to support the goal of Reagan Elementary School in educating all students effectively. Parents/guardians of students attending Reagan Elementary School are diverse in culture, language and needs; and they are an integral component of the school's ability to provide for the educational successes of the children.

Reagan Elementary School believes that engaging parents/guardians in their children's educational endeavors is essential to improving student achievement and that the school should foster and support actual parent/guardian involvement in all of its educational endeavors.

Parental involvement is a critical component of a child's success in school. Benefits of parental involvement include, but are not limited to, the following: students flourish, schools are strengthened, student attendance and behavior is better, students receive a higher quality education, and a safer, more disciplined learning environment is created.

Parents may become involved at Reagan in numerous ways. They can volunteer at school and/or for PTO events and attend at least the two scheduled parent teacher conferences, student performances, orientation, and other parent nights. At home, parents can read to children, teach moral values, monitor what is watched on television as well as overall screen time, help with homework, establish a regular bedtime routine, ensure children arrive at school on time and maintain regular attendance, and assist teachers by helping with tasks that can be completed at home.

Reagan Elementary School jointly developed, with parents of children participating in Title I, Part A services, the following school parental involvement plan that describes how the school will carry out parental involvement requirements, including the development of a school-parent compact and parental involvement budget according to Arkansas Act 1002 of 2011. This plan will also be included in our Arkansas Consolidated School Improvement Plan (ACSIP). Reagan's written parental involvement plan is made available to parents and the local community. Each year, the advisory committee will review and update the Parent Involvement Plan, develop school goals and address specific student needs, reflecting the commitment to facilitating parental involvement.

Roles of Parents, Students, Teachers, & School

The role of parents, students, teachers, and the school is to work collectively to build a "connectiveness" for all involved by:

- Working together to be successful in their respective roles.
- Developing a relationship of mutual trust and respect that transcends cultural, social, and language barriers.
- Expanding opportunities for interaction and shared decision making.
- Promoting lifelong learning as a key to success.

PARENT AND FAMILY ENGAGEMENT PLAN 2023-2024

Reagan Elementary School
3904 W. Olive Street
Rogers, Arkansas 72756

Beth Carter, Principal
Sarah Stallings, Assistant Principal
Katie Madey, Counselor/Parent Engagement Coordinator

1: Jointly Developed

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Guiding Questions

- **1.1:** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*
[A.C.A. § 6-15-1702(a)]
- **1.2:** *What efforts have been made to ensure adequate representation of parents and families of participating children in the process (Title I families)?*
[ESSA § 1116(c)(3)]

- 1.1: In the spring of each year, a parent engagement meeting is held for parents to review the parent engagement packet, the school level improvement plan as well as the plan for use of Parent Engagement funds. Parents give feedback and suggestions. The plan is rewritten/edited for the following year to reflect that input.
- 1.2: The Parent Engagement meeting is held during a PTO meeting. An invitation is sent to parents through the communication folders, text messages, monthly parent newsletter as well as on the Facebook page.

2: Communication

Describe how the School will communicate with and distribute information to parents and families.

Guiding Questions

- **2.1:** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
 - *description of the engagement program*

- *recommended roles for parents, students, teacher, and the School*
- *ways for a family to get involved*
- *survey regarding volunteer interests*
- *schedule of activities planned throughout the school year*
- *regular, two-way, and meaningful system for parents/teachers to communicate*

[A.C.A. § 6-15-1702(b)(3)(B)(1)]

- **2.2:** *How will the School ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?*

- *How is relevant information provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?)*

[ESSA § 1116(e)(5)]

- **2.3:** *How does the School offer flexible opportunities for meetings with families?*

[ESSA § 1116(c)(2)]

2.1: During the first week of school, each student takes a copy of the Parent Engagement Packet home. This packet includes the Parent Engagement Plan, recommended roles for parents as well as how to contact teachers and administrators. The packet also contains information about PTO and other opportunities for involvement at school. The calendar of events for the year as well as a survey regarding volunteer interests is also provided.

2.2: All information regarding school activities is sent home in English and Spanish. Facebook posts are also in both languages. Paper invitations/flyers are sent home in weekly communication folders. We also have a monthly parent newsletter that can be interpreted into the parents' language by a touch of a button. We also send text messages informing parents of upcoming events. Interpreters are used at school functions to ensure all parents feel welcome and are able to participate.

2.3: Reagan provides opportunities for parents to be involved in their child's education by holding PTO meetings in the evening. All school programs that happen during the school day are also recorded so they can be accessed through Facebook by parents and relatives at a later time. Parent/Teacher conferences are scheduled when the parent requests it. Parents are offered the option to communicate via zoom if needed. Home visits are also made when a parent is unable to come to the school for meetings regarding their child's education.

3: Building Staff Capacity

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Guiding Questions

- **3.1:** *How does the School build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL School staff (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*

- *the value and utility of contributions of parents [Title I schools]*
 - *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
 - *how to implement and coordinate parent programs and build ties between home and the School [Title I schools]*
 - *how to respond to parent requests for parent and family engagement activities [Title I schools]*
 - *that parents play an integral role in assisting student learning [all schools]*
 - *how to welcome parents into the School and seek parental support and assistance [all schools]*
 - *the School's process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions [all schools]*
- [ESSA § 1116(e)(3;14); A.C.A. § 6-15-1702(b)(5-7)]

3.1: Communication between home and school is regular, two-way, and meaningful.

To encourage communication with parents, the school will ensure that the following supports are in place:

1. An Annual Parent's Make a Difference Night is scheduled in the Fall of each school year. At that event, parents are encouraged to be involved in many different ways. There is a presentation by the principal to share important school success data. PTO helps to host this event.
2. Families are provided a school handbook in the form of the Parent & Family Engagement Packet at the beginning of each school year. This packet includes the necessary information for parents to get involved at Reagan, as well as, school calendar, school procedures, the process for addressing and resolving concerns, and ways to get involved in the PTA.
3. The school's website, monthly parent newsletter and Facebook page are used to inform parents of upcoming events.
4. A weekly folder will be sent home on Tuesdays. This folder serves as a communication tool between parents and school. Weekly work samples and/or information from school are sent home in the Tuesday folder.
5. Teachers will develop and use the Classtag app to communicate with parents daily and/or weekly.
6. The school website will be utilized to allow partners and parents to be kept aware of special events occurring at Reagan. <https://www.rogersschools.net/reagan>
7. Reagan utilizes Facebook, Smore, and Blackboard communication to share information regarding special events, meetings and opportunities for involvement with partners and parents. <https://www.facebook.com/ReaganRoyals>

4: Building Parent Capacity

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

Guiding Questions

- **4.1:** *How does the School provide timely information about the following:*

- *a description and explanation of the curriculum in use at the School*
- *the forms of State and Local academic assessments used to measure student progress, including alternate assessments*
- *the achievement levels of the challenging State academic standards students are expected to meet*
[ESSA § 1116(c)(4)(B)]
- **4.2:** *How does the School provide assistance to parents in understanding the following:*
 - *the requirements of Title I, Part A*
 - *how to monitor their child's progress*
 - *how to work with educators to improve the achievement of their children.*
- [ESSA § 1116(e)(1)]
- **4.3:** *What types of materials and training does the School provide to help parents work with their children to improve their children's achievement? This may include:*
 - *literacy training*
 - *technology training, including education about copyright piracy and safe practices*
 - *resources that describe or assist with the child's curriculum*
 - *other activities such as workshops, conferences, online resources like tutorials or webinars, and any equipment or other materials, including parent resource centers*
- [ESSA § 1116(e)(2)]
- **4.4:** *Involve parents of students at all grade levels in a variety of roles, including without limitation:*
 - *involvement in the education of their children*
 - *volunteer activities*
 - *learning activities and support classroom instruction*
 - *participation in School decisions*
 - *collaboration with the community*
 - *development of School goals and priorities*
 - *evaluating the effectiveness of the School-level Improvement Plan*
- [A.C.A. § 6-15-1702(b)(1); ADE Rules Governing Parental Involvement Section 3.03]
- **4.5:** *How does the School promote and support responsible parenting? The School shall, as funds are available:*
 - *purchase parenting books, magazines, and other informative material regarding responsible parenting through the School library, advertise the current selection, and give parents an opportunity to borrow the materials for review*
 - *Create parent centers*
- [A.C.A. § 6-15-1702(b)(4)(A)]
- **4.6:** *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*
 - *role play and demonstration by trained volunteers*
 - *the use of and access to Department of Education website tools for parents [<http://www.arkansased.gov>]*
 - *assistance with nutritional meal planning*
- [A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]

4.1: At the annual Parent's Make a Difference Night, parents are given an overview of the curriculum as well as the assessments used to measure student success. Parents are also given a paper copy of the grade level learning expectations for each quarter of school. The school achievement data from the previous year is also shared with families at this meeting. Information regarding Title I services is also provided at Parent's Make a

Difference Night.

4.2: The requirements of Title I are reviewed at a beginning of the year parent meeting within a PTO meeting and a Parent Compact is reviewed at the first parent/teacher conference each year. Parent/Teacher conferences happen at least twice each school year. At these meetings, teachers share student progress as well as offer home activities for parents to support their student's growth after school hours. Literacy and Math Nights allow parents to participate in learning games/activities that are appropriate for their child. These activities are designed to be easily used at home.

4.3: Reagan offers the following resources to aide parents in working with their students at home:

- Parent/Teacher Conferences
- Literacy and Math Nights/ Culture Night
- Parent Resource Center

4.4: Reagan parents are encouraged to participate in volunteer opportunities throughout the school year. Parents are involved in school decisions through PTO as well as through parent advisory meetings to review the School Level Improvement Plan and the Parent Engagement Plan. Reagan has Partners In Education which are local businesses who have agreed to partner with the school to provide resources or volunteers when needed.

4.5: Reagan Elementary supports responsible parenting by providing the Parent Resource Center. Parents are encouraged to borrow parenting books, videos and magazines covering relevant parenting issues. The monthly Reagan newsletter also offers parenting information each month.

4.6: Reagan provides resources and information regarding developmentally appropriate learning activities at home through classroom teacher newsletters. The social worker and counselor also work with parents regarding parenting needs including food insecurity and assistance with nutritional meal planning.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional support, services, and resources to families.

Guiding Questions

- **5.1:** *How does the School investigate and utilize community resources in the instructional program?*
[ADE Rules Governing Parental Involvement Section 5.06]
 - **5.2:** *How does the School coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:*
 - *public preschool programs such as Head Start*
 - *organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers*
 - *wraparound services that allow families to send their children to school ready and able to focus on learning*
- [ESSA §1116(e)(4)]

- **5.3:** *In what ways does the School enable the formation of a Parent Teacher Association or organization and ensure leaders of said organization will be included in appropriate decisions?*
[A.C.A. § 6-15-1702(b)(8)(B)(ii)]

5.1: Reagan Elementary has an active PTO. The purpose of the PTO is to facilitate collaboration between the school and community members. Members of the PTO serve a liaison between the school and community businesses. These businesses often offer resources that are used in classrooms throughout the school.

5.2: Reagan holds a kindergarten orientation for all incoming kindergarten students and their families two days prior to the start of school and the Monday after school starts. Reagan also holds transition conferences with middle school faculty and a tour of the middle school for all 5th graders to ensure a smooth transition out of elementary and into middle school.

5.3: Reagan has an active and growing PTO. Members of PTO are involved in many decisions regarding events/celebrations for students, purchasing specific programs for student use as well as determining how the budget for PTO is spent. The PTO also reviews the school Parent Engagement Plan yearly.

6: Annual Title I Meeting *(Title I schools)*

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

Guiding Questions

- **6.1:** *How and when (month/year) does the School conduct the Annual Title I meeting, ensuring that parents are informed of the following? (*Include a link to the detailed agenda, meeting minutes, and/or slide deck for this year's Annual Title I Meeting, if available.)*
 - *the requirements of Title I and the School's participation*
 - *the parents' rights under Title I (The Right to Know Teacher Qualifications, Right to Request Meetings)*
- [ESSA § 1116(c)(1)]

6.1: Reagan holds an Annual Title I meeting for parents in September of each year. At this meeting, parents are informed of the requirements of Title I and how Reagan utilizes the Title I funds. Parents are also provided with their parent rights under Title I.

7: School-Parent Compact *(Title I schools)*

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required

under Title I, Part A.

Guiding Questions

- **7.1:** *How does the School jointly develop a School-Parent Compact which does the following:*
 - *Outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement*
 - *Addresses the importance of regular two-way, meaningful communication through:*
 - *conferences (no fewer than 2 each year)*
 - *frequent reports on progress*
 - *reasonable access to staff*
 - *opportunities to volunteer*
 - *observation of classroom activities*

[ESSA § 1116(d)]

- **7.2:** *How do families access the compact in order to understand the shared responsibility for improved student academic achievement?*
 - *including parent-teacher conferences in elementary Schools, at least annually*
 - *Include a link or insert the language of the compact to demonstrate this requirement has been met.*

[ESSA § 1116(d)(2)(A)]

7.1: The staff at Reagan understands the importance of the partnership between home and school. Teachers work with students to set academic goals. Those goals, and student progress toward meeting the goals, are communicated with parents through progress reports, report cards and parent/teacher conferences. Communication between parents and staff is encouraged through the use of Classtag, email and by phone. Parents are encouraged to volunteer at school through the PTO or by meeting a need in the classroom.

7.2: The Parent Engagement Packet and School-Parent Compact is available to all parents on the district website. It is also sent home with every student at the beginning of each school year.

8: Reservation of Funds *(Title I schools)*

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

Guiding Questions

- **5.1:** *If the School is a recipient of set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than \$500,000):*
 - *How is the School spending those funds?*
 - *How does the School determine the priority of how funds are spent?*
 - *Who is involved in determining that?*

[ESSA § 1116(a)(3)(A)]

- **5.2:** *How does the School provide opportunities for parents and family members to be involved in providing input into how the funds are used?*

[ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)]

5.1: During the 2022-23 school year, Reagan Elementary allocated Parent Engagement funds to purchase

weekly communication folders for each student, English and Spanish books for our family Reagan Reads event, and materials for our Cultural Family Night. Our guiding coalition and our PTO helped to determine the best use of these funds.

5.2: Parents are invited to PTO meetings where decisions regarding funding are made on a regular basis. Parents are also invited to attend the end of the year Parent Engagement Review where their input/feedback is welcome.

TITLE I PARENT/GUARDIAN INVOLVEMENT COMPACT

Working together, as partners, in the education of our children is vital for their success. In an effort to provide our students with the highest quality education possible, we recommend the following roles for parents, students, teachers and administrators.

THE SCHOOL WILL:

_____ Provide a high quality curriculum and instruction in a supportive and effective learning environment that will enable participating children, with the involvement of parents/guardians, to meet student performance standards set forth by the State of Arkansas for all students;

_____ Hold an annual meeting for parents/guardians of eligible children to notify them of their child's eligibility to participate in the program, explain the Title I program, this Compact and inform them of the importance of their involvement with their child;

_____ Offer a flexible number of meetings (a.m. and p.m.) to provide timely information and training for parents/guardians in order to help them become effective partners in their child's learning;

_____ Provide frequent reports to parents/guardians on proficiency levels children are expected to meet and their child's progress toward meeting State standards;

_____ Provide parents reasonable access to staff by school email, opportunities to meet during teacher planning time, during parent/teacher conferences, or by appointment as requested by parents/guardians;

_____ Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities as requested by parent and/or teacher;

_____ Provide timely responses to parents'/guardians' recommendations.

THE STUDENT WILL:

_____ Let my teacher and family know if I need help;

_____ Respect adults, myself, and other students;

_____ Complete my class work and homework every day;

_____ Come to school prepared to learn.

THE PARENTS/GUARDIANS WILL:

- _____ Insist on prompt and regular school attendance;
- _____ Monitor programs being watched and overall screen time;
- _____ Provide time for and encourage reading outside of school;
- _____ Read and respond to communications from the school;
- _____ Ensure that homework is completed in a neat and acceptable way;
- _____ Observe, volunteer, and participate, when possible, in school activities;
- _____ Promote positive use of my child’s extracurricular time;
- _____ Attend parent-teacher conferences.

**CLASSROOM Volunteer Sign Up
REAGAN ELEMENTARY**

Dear Reagan Families:

Family plays a key role in ensuring that children have a successful school year. Reagan is looking for volunteers willing to share their time, talents, and/or resources to help all students have a fun, safe, and productive year.

WE NEED YOUR TIME AND TALENTS!

Listed below are the different areas in the classroom for which volunteers are needed this school year. Please take a moment to review this list, check the areas that interest you, and return the form to school. The information you provide will be shared with the school volunteer coordinator, and you will be contacted when an opportunity that matches your interest occurs.

Child’s Name: _____ **Grade:** _____

Family Member(s) First/Last Name: _____ **Teacher:** _____

Phone Number: _____ **Email:** _____

CHECK EACH ACTIVITY IN WHICH YOU ARE INTERESTED	<u>YES</u>	<u>NO</u>
I would like to be a Homeroom Parent	<input type="checkbox"/>	<input type="checkbox"/>
I would like to assist the Homeroom Parent	<input type="checkbox"/>	<input type="checkbox"/>
I would like to help with classroom parties or special events:	<input type="checkbox"/>	<input type="checkbox"/>
I can supply refreshments for classroom parties and/or activities (cupcakes, treat bags, drinks, paper products)	<input type="checkbox"/>	<input type="checkbox"/>

I would like to help with PTO special events (Movie Nights, Sock Hop, Book Fair, etc.)

I can accompany students on classroom field trips

I can assist the teacher in class (tutor, paperwork, etc.)
If "yes", specify day(s) and time(s) available:

I have a special talent or interest that I can share with the class
If "yes", please specify: _____

I have artistic talent that I can share with the class
If "yes", please specify: _____

PTO Membership Drive

Become a member of the Reagan Elementary Parent Teacher Organization (PTO) and support your child's education. Thank you for your \$5.00 donation. Each membership will receive a Reagan magnet while supplies last.

Benefits of Membership  *Open your camera to fill out the form digitally.*

- Voice in school activities, including fundraising
- Opportunity to be a part of the PTO Board
- Interaction with Reagan teachers and staff

Obligations

- None

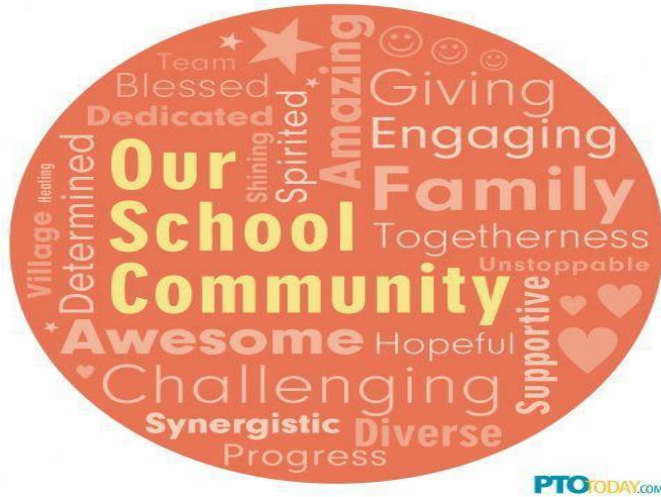
Parents First/Last Name _____

Contact (email/phone) _____

Child's/Children's Name(s) _____

Please return this form with the \$5.00 donation to your child's teacher or

the Reagan Elementary office.



I acknowledge receipt of:

- The Reagan Elementary Parent & Family Engagement Packet.
- The Parent Friendly Summary of the Parent & Family Engagement Plan (pg. 13)
- The Title I Parent/Guardian Involvement Compact (pg. 18 will be reviewed at first parent-teacher conference)

Date _____

Parent/Guardian's Signature

Student's Name (print)

Grade _____

*****Thank you for signing and returning this page.*****



Learning Today, Leading Tomorrow