

**Russell D. Jones Elementary School
School Engagement Plan
2023-2024**

1: Jointly Developed

Russell D. Jones Elementary School and families jointly develop and annually review our school engagement plan describing how the school carries out the engagement plan requirements, including the development of a school-family compact and the process of our School Level Improvement Plan to improve student academic achievement and school performance. An annual meeting is held to inform families of the school's participation in Title I, Part A programs and requirements and the right of families to be involved in those programs.

Meetings are offered at flexible times, such as morning or evening and opportunities provided so families can formulate suggestions and participate in decisions relating to the education of children. Families who speak languages other than English are encouraged to participate and interpreters are provided.

2: Communication

An informational packet is distributed to each student in August. The informational packet includes the following: School Engagement Plan; School - Parent Compact which includes recommended roles for parents, students, teacher and the school; ways for families to get involved; a survey regarding volunteer interests; information on how to access activities scheduled throughout the year; and how the school will use various two-way and meaningful systems for parents and teachers to communicate.

Information related to school and parent programs, meetings and other activities are provided in English and Spanish. Information is provided in a variety of ways, including but not limited to the following: Facebook, Remind messages, PeachJar, Parent Link, Tuesday folders, school and district websites, and parent teacher conferences.

Meetings are offered at flexible times and interpreters are provided.

3: Building Staff Capacity

Russell D. Jones Elementary School builds staff capacity to work with families as equal partners by educating staff through professional development. Professional development and education occur through training provided by our school counselor, social worker, and building administration. Staff

also have opportunities to attend workshops and conferences and have access to online resources, such as IDEAS.

When building staff capacity to work with parents, the following topics are addressed: the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; how to implement and coordinate parent programs; and how to build ties between parents and the school; how to respond to parent requests for parent and family engagement activities; that parents play an integral role in assisting student learning; how to welcome parents into the school and seek parental support and assistance; and 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.

4: Building Parent Capacity

Russell D. Jones Elementary provides opportunities to build parents' capacity to play a role in their children's academic success by providing information and opportunities about the following:

- a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, including alternate assessments; and the achievement levels of the state academic standards students are expected to meet.
- 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.
- literacy and technology training, including education about copyright piracy and safe practices; resources that describe or assist with the child's curriculum
- opportunities for involvement in the education of their children; volunteer activities; learning activities to support classroom instruction; participation in school decisions; collaboration with the community; development of the school goals and priorities; evaluating the effectiveness of the School Level Improvement Plan.
- parenting books, magazines, and other informative material regarding responsible parenting
- the incorporation of developmentally appropriate learning activities in the home environment, including role play demonstrations, the use and access to the Department of Education website tools for parents, assistance with nutritional meal planning

The above topics are addressed in a variety ways to include the following: a minimum of two Parent-Teacher conferences annually; situational counselor and social worker assistance; family engagement workshops; Annual Report to the Public; Annual Title Meeting; school and district websites; paper copies sent home in two way communication folders; access to the Parent Resource Center, which includes access to chromebooks and internet services; transition opportunities for students and families between PreK/K and 5th grade/middle school; referrals to outside agency support services; summer improvement opportunities including Rolling Readers and summer school

5: Coordination

Russell D. Jones Elementary School coordinates with organizations, businesses and community parents to provide additional supports, services, and resources to families in the following ways:

- investigating and utilizing community resources in the instructional program
- coordinating and integrating programs and activities with other federal, state and local programs
- enabling the formation of a Parent Teacher Association and ensuring the PTA is included in appropriate decisions

Russell D. Jones Elementary School meets the above criteria in various ways including the following: collaboration with the local Junior Auxiliary Program to support Reading is Fundamental three times a year for our second grade students; partnership with Ozark Guidance Counseling to provide school based mental and behavioral health support services; partnership with the Burlsworth Foundation to provide eye care services and glasses; high school and middle school partnerships to provide additional instructional and transition support; partnering with our school PTA to provide family engagement opportunities throughout the year; collaborating with local PreK and therapy organizations to assist in the successful transition of speech, physical, and occupational therapy services; utilizing the Community Closet to provide services to families in need; coordinating services for our Families in Transition families; pairing students with community organizations such as Shop with a Cop, Samaritan House, Salvation Army; partnership with local destinations to support instruction through student field experiences.

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

An Annual Title I meeting is held to inform parents of the requirements of Title I, the school's participation and the parents' rights to be involved.

[RJ Annual Title Meeting 22-23](#)

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

Russell D. Jones Elementary School and parents jointly develop and annually review our School-Parent Compact. The compact outlines how parents, the entire school staff, and students share the responsibility for improved student academic achievement; addresses the importance of regular two way, meaningful communication through a minimum of two conferences a year, frequent reports on progress, reasonable access to staff, opportunities to volunteer, observation of classroom activities.

A copy of the School Parent Compact is included in the information packet sent home each August and is reviewed at the fall Parent - Teacher conference. The compact is also available for review on the district website.

[School Compact English 23-24](#) [School Compact Spanish 23-24](#)

The School-Parent Compact describes the school's responsibility to provide high-quality curriculum and instruction in a supportive, effective learning environment that enables children served under Title I, Part A to meet the state's academic achievement standards. The School-Parent Compact describes ways in which parents will be responsible for supporting the child's learning (for example, monitoring attendance, homework completion, television watching; volunteering in the child's classroom, participating as appropriate in decisions relating to the education of the child, and positive use of extra-curricular time).

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

Russell D. Jones Elementary School uses Title I, Part A funds for parent and family engagement programs and activities. These funds have recently been utilized in the following ways: purchase of upgraded two way communication Remind app; purchase of two way communication folders; interpreter services for parent engagement nights and conferences; purchase of supplies for parent engagement nights.

A parent committee meets each spring to review the previous year's expenditures and provide input on how the funds will be allocated for the following year.

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]
- **7A.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]
- **7A.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)]
- **7A.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)]
- **7A.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)]
- **7A.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]
- **7A.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)]
- **7A.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)]
- **7A.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)]
- **7A.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)]
- **7A.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)]

- **7A.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)]
- **7A.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:	Russell D Jones
School Engagement Facilitator Name:	Kim Short
Plan Revision/Submission Date:	5/5/23
District Level Reviewer Name, Title:	Melody Sebastian
District Level Approval Date:	5/18/23

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>
Budd	Smith	Principal
Kim	Short	School Engagement Coordinator
Juana	Holosek	Staff
Jessica	Hernandez	Parent
Elena	Cruz	Parent

(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.)