

School Engagement Plan
Kirksey Middle School
23-24

1: Jointly Developed

The parent and family engagement committee will convene a minimum of twice yearly to develop and review the parent and family engagement plan. The committee will review the existing plan, make recommendations for improvement, and initiate additional changes or alterations based on feedback.

Prior to this meeting the engagement plan will be discussed with the Parent Teacher Organization (PTO). Parent communication through the PTO will be utilized to issue invitations for participation in the parent and family engagement committee. We will ensure adequate representation of parents in the process, and parent concerns and requests for additional meetings will be addressed by the parent facilitator.

2: Communication

The parent and family engagement plan, along with the contact information for our parent facilitator, will be published on the Kirksey Middle School's website in English and Spanish. Additionally, a link to the parent and family engagement plan and a summary of the plan will be provided through school social media formats.

A parent information packet will be provided to families to encourage communication. Kirksey Middle School's Family Information Packet includes the following:

- A description of Kirksey Middle School's parental involvement plan
- Opportunities for families to be involved at the school and their child's education
- Information about activities provided throughout the school year
- Information about the multiple avenues and systems used to ensure families and the school communicate in a regular, two-way, meaningful manner. Systems and avenues include grade-level newsletters, Home Access Center (HAC), PBIS Rewards, social media posts, and Parent/Teacher Conferences.
- Information from the PTO that includes events, volunteer opportunities, and an application for membership
- Survey regarding volunteer interests
- School webpage, RPS app, Facebook, Twitter, Instagram access.

Various meetings are offered to involve parents and families in the child's education in person, via phone conference, and digitally. Home visits are conducted as needed.

3: Building Staff Capacity

All Kirksey Middle School staff complete professional development and training on parent engagement and involvement. This training involves all staff levels and advocates for family involvement being a vital aspect of student learning. Plans are put into place to include parents and their contributions to maximize instructional impacts for students.

Staff expectations for parent contact are shared . These include the expectation of outreach occurring regularly for both positive interactions and reinforcements as needed. The partnership between school personnel and families is encouraged through ongoing training to encourage positive interaction. Additionally, a protocol is in place for handling parent concerns which includes a pyramid of supports and escalation. The procedures are published in the student handbook. The handbook is available in both English and Spanish formats to make information more readily accessible.

4: Building Parent Capacity

Kirksey Middle School will work diligently to involve parents in the events and meetings held at the school. Regular PTO meetings are scheduled monthly during the school year. These dates are communicated in advance over a variety of communication mediums. Family and parent involvement meetings will be held at least twice yearly with open invitations to all stakeholders. Further meetings will be planned based on demand and need.

We will share programs and curriculum in use and describe/discuss the types of assessments that students participate in during PTO and family and parent involvement meetings. Additionally, we will help parents understand varying forms of data available to them while also communicating supports for student achievement.

Our Parent and Family Engagement Plan is comprehensive in nature and includes the following events to encourage communication with the parents:

- Orientation sessions for new students
- Open House is planned each year so that parents can meet their child's teachers, counselors and administrators
- ESL parent meeting
- REACH (gifted and talented) parent involvement activities
- Counselor/Administration/Teacher contact
- PTO
- Work in conjunction with the elementary and high schools to provide a parent/student transition meeting for 5th and 8th graders
- Individual Educational Program, Health Care Plans and 504 meetings

- Orchestra, Band, and Choir evening programs
- Awards assemblies
- RPS app, Twitter, Facebook and Instagram
- Weekly newsletters specific to grade level
- PTO monthly newsletter
- Links to resources provided by counselor included in social media and newsletter formats

5: Coordination

Kirksey Middle School will work to engage organizations within the community to strengthen school programs, family practices, and student learning in order to maximize the partnership between the school and the community. The parent facilitator and administration will support staff members in the development of productive relationships with community resources in order to enhance curriculum and instruction. These include ongoing partnerships with Walmart, Rogers Police Department, School Social Workers, Samaritan House and others.

Community partners are invited to participate in the school-wide Courageous Cougar competition. Business and community partners engage with students and help them learn communication, social, and soft skills that will ultimately promote success in students' lives.

Parents are invited to participate in developing Student Success Plans (SSPs). The SSP is designed to help students be successful in high school and with post secondary education.

Counselors and Social workers will provide information, resources, and referrals to community resources as needed. Additionally, a parent resource center is available for parents and students in the Kirksey Middle School office to encourage responsible parenting. Our established PTO will also serve as a liaison for matching community services with needs based on input from counselors and administrators.

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

Not applicable - KMS is not a Title 1 school

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

Not applicable - KMS is not a Title 1 school

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

Not applicable - KMS is not a Title 1 school

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:	Kirksey Middle School
School Engagement Facilitator Name:	Anna Gouveia
Plan Revision/Submission Date:	April 20, 2023
District Level Reviewer Name, Title:	Melody Sebastian, Executive Director of Federal Programs and State Aid
District Level Approval Date:	May 16, 2023

Committee Members, Role

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Jeremy	Yates	Principal
Layne	Bass	Assistant Principal
Anna	Gouveia	Parent & Family Engagement Facilitator
Carilia	Nuñez	Counselor
Cassie	Leafgreen	Counselor
Melissa	Bryan	Parent
Sarlene	Salley	Parent
Mandy	Babb	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.)