

Elmwood Middle School School Engagement Plan 2023-2024

1: Jointly Developed

The parent and family engagement (PFE) 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 the Elmwood PFE committee member feedback, requirements of the Arkansas Department of Education, and requirements of the Rogers School District.

Prior to these meetings 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 (to the extent possible), and parent concerns and requests for additional meetings will be addressed by the PFE facilitator.

2: Communication

The parent and family engagement plan, along with the contact information for our parent facilitator, will be published on the Elmwood Middle School website in both 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.

To encourage regular, two-way, and meaningful communication with parents, Elmwood Middle School will:

· Parent family kits (available on our school website and in hard copy, as needed) in grades 6-8 that include the following:

- a. The school's parental involvement program.
- b. The recommended role of the parent, student, teacher, and school.
- c. Ways for parents to become involved in the school and his or her child's education.
- d. Activities are planned throughout the school year to encourage parental involvement at multiple times throughout the school day, before school, and after school to promote flexibility and choices for parents (see monthly newsletters for schedules & opportunities).
- e. A list of teacher contact information to allow parents and teachers to communicate in a regular, two-way, meaningful manner with their child's teacher and the school's administrative staff.

f. Volunteer opportunities for parents.

g. Information regarding PTO that includes events, volunteer opportunities and an application for membership (see monthly newsletter).

h. School webpage address

i. Anti-bullying policy (see Elmwood Middle School website <http://www.rogersschools.net/>)

- Schedule two parent/teacher conferences per school year. One conference will be held in October and the other in February.

- Establish opportunities for parents and educators to share information such as student strengths, student growth areas and opportunities, and learning preferences.

- Use a variety of communication tools seeking to facilitate two-way interaction between parents, teachers/administration that include but are not limited to conferences, phone calls, website links, REMIND 101, digital billboard displays, social media posts {twitter, facebook & instagram}, emails, and newsletters or bulletins.

- Send home report cards and progress reports. Support services and follow-up conferences will take place as needed. Report cards will be sent home each semester; progress reports will be sent at week five of each quarter.

- Send home communication in English and Spanish.

- Send out emails to parents regarding classroom instruction and assignments.

- Encourage parents to visit the school and/or have lunch with their student/s anytime.

- Send a monthly newsletter to keep parents informed of upcoming events and happenings at the school (will be sent by the PTO, administrators, and house teams).

3: Building Staff Capacity

All Elmwood Middle School staff members must complete professional development and training on parental engagement and involvement with the school. 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 for 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. These 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

Elmwood Middle School believes that parents play an integral role in assisting and promoting student learning at home. As such, Elmwood staff members work diligently to ensure that parents feel welcome at school, and we display welcoming signs in a variety of languages. Further, provided they check in with our front office first, Elmwood parents are welcome and encouraged to visit their child's classrooms at any time. They are welcome to come to school for lunch with their child/ren, to serve as office and/or classroom volunteers, to have meetings with teachers, coaches, administrators, counselors, or staff members, to volunteer services for activities before, during or after school, or to serve as mentors and/or tutors for students.

Orientation meetings at the beginning of school, as well as conferences, and other informational sessions are provided to assist parents in understanding what their children will be learning, how they will be assessed both locally and by the State, and to provide information regarding how to understand where their children are and what we are doing to provide assistance and support, as well as what parents can do at home to provide assistance and support growth and learning. Orientation meetings, student handbooks, and informational packets will also provide information about how to partner with and/or how to resolve conflicts with teachers or other staff members.

Elmwood Middle School brings outside resources to the school throughout the school year to help connect parents with necessary resources including HARK, outside counseling agencies, area camps, laundry loads of love, training teams for Google Classroom and Home Access Center, etc. are all provided to help parents who need them. This is generally done during parent/teacher conferences, but may be done at other times, as available. Information will be provided regarding these opportunities through social media or school newsletters, REMIND 101s, and through school announcements.

In addition, Elmwood staff members welcome community members and senior citizens as guest speakers and student tutors. We host an annual Career Day where many of our guest speakers are parents, as well as our Amazing Raider competition where parents may serve as volunteers and/or judges for the various levels of competition.

To help connect parents with school, a parent involvement survey will be sent home during Fall conferences to gather information from a parent's viewpoint regarding school practices, participation in school decisions, activities, events, and to provide them with an opportunity to make any suggestions they have for developing school goals and for improving our school.

To promote student learning, the school will offer support to parents by providing resources to improve parenting techniques and skills. A Parent Center is located in the Elmwood Middle School office. Here, parents can find parenting books, magazines, and/or other informative materials

regarding responsible parenting. These materials may be checked out and/or taken from the parent resource center, as available.

Access and information regarding parenting websites, parenting demonstrations and/or role plays, the Department of Education website, meal planning websites, nutritional information websites, and toll free numbers can be provided to parents upon request. This information may also be distributed by administrators, counselors, social workers or house teams throughout the year. Counselors are available to share information about free parenting classes and workshops offered by the Jones Center for Families, when available. They also have information on programs and resources within the community that provide support services to families.

5: Coordination

Elmwood 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 stakeholders in order to enhance curriculum and instruction. These include ongoing partnerships with Walmart, Outside Counseling Agencies (Ozark Guidance, Eason & Associates, and Burrell Counseling and Associates), the Rogers Police Department, our School Social Workers, our established Parent Teacher Organization (PTO), Samaritan House and many others.

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

Community partners and parents are invited to participate in the school-wide Career Day Celebration/Event. Business partners, parents, and community partners engage with students to help them make important connections between work and school, to provide them with a realistic picture of the world of work, to help inform career planning ideas, to help develop interests in multiple career opportunities, to inform students about earning potentials for a variety of careers, and to inform students of the pathways necessary to multiple careers.

Our 8th grade parents are invited to participate in developing Student Success Plans (SSPs). The SSP is a planned course/activity progression designed to help students be successful in high school and with post secondary education. In middle school, the SSP will be the students' 4 year plan and it will be created in Google using students' RPS30 accounts. At the high school level, students will use Naviance to support their SSPs.

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 Elmwood 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*)
Elmwood Middle School is not a Title 1 School

7: School-Parent Compact (*Title I schools*)
Elmwood Middle School is not a Title 1 School

8: Reservation of Funds (*Title I schools*)
Elmwood Middle School 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:	Elmwood Middle School
School Engagement Facilitator Name:	Tina M. Wrobel
Plan Revision/Submission Date:	3/29/23
District Level Reviewer Name, Title:	Melody Sebastian, Executive Director of Federal Programs & State Aid
District Level Approval Date:	May 17, 2023

Committee Members, Role

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

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Tina	Wrobel	Facilitator
Molly	Davis	Principal
Chris	Cochran	Assistant Principal
Judy	Patterson	Counselor
Carilia	Nunez	Parent/Counselor
Julie	Delucchi	Parent
Tabitha	Barker	Parent/Teacher
Ashley	Davis	Parent/Teacher
Clara	Smith	PTO Member/Parent
Joy	Francoeur	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.)