

## **School Engagement Plan**

### **1: Jointly Developed**

1.1 Parents are encouraged to be full partners in the education of their children. The school district has developed a Parental Involvement Plan according to the Arkansas Act 1002 of 2011. This plan is reviewed annually, reflecting the district's commitment to facilitating parental involvement and training parent volunteers. The following components are included in the Parental Involvement Plan: parental assistance pertaining to parenting skills, communication regarding school programs, notification of student progress, recruiting efforts for family and community volunteers, partnership in creating home learning activities, coordination of local resources and services, etc.

1.2 Information about meetings for the review of parental engagement plans is made available to all parents should they choose to participate. These meetings are made in conjunction with a monthly PTO meeting to encourage additional participation with Tillery's PTO.

### **2: Communication**

2.1 A variety of different modes of communication allow parents remain in constant communication with the school throughout the year. Parents are also invited to provide the child's teacher with their email addresses. Teachers' emails are posted on the Frank Tillery Elementary web page. If you would like to speak with a teacher, you may call the office and leave a message. The teacher will return your call after instructional time. Teacher emails and phone numbers are posted on the school website and are given to parents upon request.

2.2 The majority of communication from school to home is provided in both English and Spanish. Notification about meetings is done through paper copies, social media when applicable, and the ParentLink call-out system.

2.3 Conference times are flexible, accommodating all working parents, and are now available as face-to-face meetings, virtually, or over the phone. We hold Parent-Teacher Conferences twice a school year; once in October (at the end of the first quarter) and a second time in February (after progress reports in the third quarter). Evening conferences are held from 3:00 p.m. - 6:00 p.m. In addition to these two conferences, parents are encouraged to contact their child's teacher at any time during the school year to schedule additional conferences.

### **3: Building Staff Capacity**

3.1 The goal of Frank Tillery Elementary is to encourage parents to form a strong partnership with their child's school, participating in school events, decisions and supporting their child's school. Improving student achievement is a shared responsibility. Parents are provided with instruction on how to incorporate developmentally appropriate learning activities in the home environment during Parents Make a Difference Night and an annual Spring engagement evening event. Frank Tillery also partners with the federal and state governments through Title I

programs and activities. Title I is the largest federal assistance program for our nation's schools. In accordance with Arkansas Act 1002 of 2011, Frank Tillery Elementary has jointly developed the goals and priorities written in the Parent Involvement Plan and the school plan. Frank Tillery has outlined the recommended roles of parents, teachers, and students in the Parent Involvement Plan. The school believes that all stakeholders (students, teachers, parents, and community members) are essential for each student's academic success.

**Resolving Parental Concerns:** Frank Tillery has devised a process by which parental concerns may be resolved. This process addresses how a problem is defined, who to approach in the event of a problem, and how to develop solutions with school representatives. These steps are listed below:

1. If a problem develops, parents should record and document all related concerns for their personal records.
2. Parents should contact the appropriate school personnel (e.g. classroom teacher, auxiliary teacher, etc.) as soon as a concern arises.
3. If the problem cannot be resolved, the parents may then contact the school principal.
4. The principal will confer with the appropriate school personnel.
5. A meeting will be held with all involved parties (e.g. parents, principal, school personnel, etc.) in an attempt to resolve the problem. Possible solutions acceptable to all parties will be discussed and adopted in this conference. It is recommended that parents bring their personal records to this meeting. Personal records will assist in addressing the problem.

#### **4: Building Parent Capacity**

4.1 Grade-level expectations are shared with parents during the Open House and/or Parents Make a Difference Night, and during the Parent-Teacher Conferences. An Academic Improvement Plan (AIP) and an Intensive Reading Improvement Plan (IRI's) is written for each student who is struggling academically. These plans provide home and school intervention strategies. Plans are reviewed and shared with parents during the Parent/Teacher Conferences of the first quarter. Learning activities are provided to support classroom instruction and address specific academic needs. Students are asked to put forth their best effort at all times throughout the school year and are expected to adhere to all district and school policies.

4.2, 4.3, 4.4, 4.5 The Parent Information Center has been set up in the school lobby. School and community pamphlets covering a wide range of parenting topics are available at this center. These resources will cover the following topics: social development, emotional health, educational strategies, nutrition information, organizational skills, etc. These materials are free and all Tillery parents are encouraged to take pamphlets home. Lists of books, learning activities, and videos are also posted in this center. The school librarian or any other Tillery staff member will assist parents with strategies for using these materials at home. Tillery also hosts parental engagement events throughout the school year.

4.6 Tillery offers parent nights throughout the year focusing on providing practices that enhance parental involvement and address specific academic needs of the school. These events include Parents Make a Difference Night and a spring parental engagement event such as STEM Night.

## **5: Coordination**

5.1 Tillery enlists business and community resources for school supplies and clothing for needy students (Community Kid's Closet, Central United Methodist Church, Caring and Sharing, Samaritan House, etc.) Opportunities for school-based therapy are available to be delivered for students who qualify. Area businesses sponsor "spirit nights" at local restaurants (PTO). Local businesses are solicited to donate supplies, materials and services for school events. Student are provided opportunities to visit local venues for field trips, including an overnight trip to Ozark Natural Science Center.

5.2 The Rogers School District offers a pre-school program through ABC funds to those students that qualify. Hippy is available for wrap around services for families of 3 & 4 year olds. Tillery, coordinated by the district, offers Kids' World which is an after-school program that provides extended learning and child care opportunities for those in need. Summer school and summer lunch programs are also made available to students that qualify.

5.3 The Parent-Teacher Organization (PTO) meets once a month at Tillery or virtually. It strives to provide a successful education for students. We encourage all parents to become involved with Tillery's PTO. There are several ways in which parents may get involved with their child's education. Becoming a member of PTO is an excellent way. Teachers appreciate parents who volunteer to assist with special projects, parties, making copies, creating classroom materials, field trips, etc. It is also great to see parents becoming homeroom moms and dads. The school is always searching for local businesses to serve as "Partners in Education," and would be most appreciative if parents encourage employers to partner in improving their community's educational process.

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

6.1 Each year during the Month of October, Tillery hosts a Parents Make a Difference Night and Annual Title I meeting. During the Parents Make a Difference Night, parents learn more about what students will be learning, how they will be assessed, how they can make a difference in their child's education, and what Tillery's school accountability status is. During the Annual Title I meeting, parents learn what Title 1 is, how Title I funds are used included being introduced to our Title I instructional assistants. They also learn about the Right to Know, Parent/School Compact that goes home during this time, and they receive an overview of upcoming events.

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

7.1 Title I Parent Compacts are discussed during fall Parent-Teacher Conferences and parents are expected to sign these compacts at this time. Parents also have the opportunity to sign a volunteer survey. Translators are provided for these conferences. Parent-Teacher Conferences are held twice a school year; once in October (at the end of the first quarter) and a second time in February (after progress reports in the third quarter). Evening conferences are held from 3:00 p.m. - 6:00 p.m.

7.2 Parents receive the Compact annually during the first Parent/Teacher Conferences. The compact may also be accessed at the following link:

<https://www.rogersschools.net/Page/510>

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

8.1 Title I funds are used to upgrade the entire educational program of the school. We use our funds to hire additional staff such as instructional assistants (title aides), purchase instructional materials and provide professional development to support students' academic progress.

8.2 Each Spring, Tillery invites parents to an annual Parent and Family Engagement meeting to review our Parent Involvement Plan, Information Packet, Compact, and how funds are distributed.

Each school in the Rogers Public School district coordinates with other organizations, businesses, and community partners to provide additional supports, services, and resources to families.

Each school in the Rogers Public School district will respond to the educational and personal success challenges military-connected children face during their transition to a new school and keep them on track to be college, workforce, and life-ready. Also, we will coordinate any additional services needed with the district and/or state military liaison.

### 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)(1-2)]
- ✓ **A.7:** The School understands its obligation to encourage school staff to use volunteer surveys to compile a volunteer resource book.  
[A.C.A. § 6-15-1702(b)(6)(B)(ii)]

- ✓ **A.8:** The School understands its obligation to conduct no fewer than two parent-teacher conferences per school year.  
[A.C.A. § 6-15-1702(b)(3)(B)(ii)]
- ✓ **A.9:** 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.10:** 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.11:** 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.12:** 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.13:** 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.14:** 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](mailto:ade.engagementmatters@ade.arkansas.gov)  
[ESSA § 1116(b)(4)]
- ✓ **A.15:** 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](#)

<b>School Name:</b>	Frank Tillery Elementary
<b>School Engagement Facilitator Name:</b>	Katie Mays

<b>Plan Revision/Submission Date:</b>	May 9, 2023
<b>District Level Reviewer Name, Title:</b>	Melody Sebastian
<b>District Level Approval Date:</b>	

**Committee Members, Role**

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

<b>First Name</b>	<b>Last Name</b>	<b>Role</b> <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Katie	Mays	Principal
Rebecca	Goins	Teacher
Amanda	Driver	Parent
Ryan	Neal	Parent
Mary	Neal	Teacher/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](mailto:ade.engagementmatters@ade.arkansas.gov) or 501-371-8051.)

**District Reviewer Responses**

**Section 1 - Jointly Developed**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 2 - Communication**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 3 - Building Staff Capacity**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 4 - Building Parent Capacity**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 5 - Coordination**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 6 - Annual Title I Meeting**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 7 - School-Parent Compact**

- Changes Required
- Compliance is Met

[Text box for responses]

**Section 8 - Reservation of Funds**

- Changes Required
- Compliance is Met

[Text box for responses]