



**Northside  
Elementary**



**2025-2026**

**Parent Information Kit**

**Parent/ Family  
Engagement  
Plan**

# Northside Parent Information Kit

## 2025-2026



### Northside Elementary Facts

#### OUR MISSION STATEMENT:

To provide an environment of educational excellence where all belong, all learn, and all succeed.

#### OUR VISION STATEMENT:

All members of the Northside family will feel connected and valued while ensuring all students achieve high standards of learning.

#### OUR SCHOOL MASCOT:

We feel that our students should be proud of their school. We use the mascot and school colors throughout the year to instill this school spirit.

Our School Mascot:  
Panther

Our School Colors:  
Royal Blue and Bright Gold

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#### SCHOOL HOURS:

Parent and student cooperation is requested in observing the daily school schedule.

Northside Elementary School opens at 7:15 A.M. (Children should not arrive at school before this time, as there is NO supervision.)

Classroom instruction begins at 7:45 A.M. (Any student not in the classroom at 7:45 A.M is

tardy.) Classroom instruction ends at 2:45 P.M. (Any student dismissed before 2:45 is tardy.)

Car Rider Dismissal begins at 2:50 P.M. Bus Rider Dismissal begins at 2:45 P.M.  
Walker/Bicycle Rider Dismissal begins at 2:55 PM. The Northside School office closes at 3:30 PM.

# Northside Elementary Expectations

## SCHOOL VISITATION:

### Visitor Procedures:

We encourage parents to visit our school frequently and to actively participate in their child's education. You are welcome here! For the protection of our students and staff, all visitors are asked to please check in at the office upon arrival. There you will be given a "Visitor" tag. Please wear this tag during your time in our school. Northside uses the Raptor check in system. Please bring your drivers license or state issued ID to check in.

**You are welcome to join your child for lunch, volunteer in the classroom, read to students, etc.**

When you arrive to eat lunch with your child, please wait for the lunch period to begin. You and your child will have a designated table to sit where you can visit and enjoy your lunch. Food from other sources may only be given to your child. You may not provide food for other children during school lunch. Please do not disrupt the class while you are waiting for lunch to begin. We ask that your school visits be centered on the education of every student. Although our staff would like the opportunity to talk with you at every visit, our priority is the education of our students. If you have questions or concerns about your child that you would like to discuss, our staff would be more than happy to meet with you during non-student contact times. Please feel free to schedule an appointment with the office. Conferencing during our non-student contact times allows our staff to be able to fully focus on your questions or concerns.

For the school lunch schedule, please check the weekly newsletter from our principal, Mrs. Davis.

Our principal, assistant principal, teacher, social worker, nurse and/or counselor would be pleased to conference with you at any time. Once again, all we ask is that you call the office to schedule a time. This ensures that we will be able to give your child and your concerns the proper time and attention they deserve with the least amount of distractions.

Should you need to give your child a message, medication, homework, lunch money, supplies, etc., please check in at the office. The office staff will deliver items and messages during a time that will be least disruptive to the classroom-learning environment.

## COMMUNICATION:

Communication between the parent, teacher, student, and school is vital to our success. Parents are encouraged to contact the school whenever the need arises. Teachers may be contacted by phone, note, the class messaging app Parent Squared, and/or e-mail. If you call during the school day, the office will leave the teacher a message. Your child's teacher will return your call as soon as possible during non-student contact times.

Parent/teacher conferences are scheduled twice yearly in September and February. If you have questions regarding your child's progress, please let the teacher know. He/she will arrange an appointment time with you during non-student contact time. Likewise, if your child's teacher believes that additional conferences are necessary, he/she will contact you.

Here are some other examples of times communication is expected.

### From Parents:

Notes are needed when:

- a student has been absent (be sure to state the reason for their absence)
- a student is going to visit or take a visitor home (both children must bring a note)
- you wish your child to go home a different way than usual (children without notes will be sent home their customary way)
- a different person is picking your child up from school (children without notes will be sent home their customary way)
- you wish your child to be excused from P.E. and/or recess due to an illness or injury (in order to miss P.E. and/or recess, your child must have a doctor's excuse)
- if you will be picking your child up early for an appointment (please make sure to check your child out through the office)

### From Staff and/or School:

Notes will be sent:

- notes and information are sent home weekly
- if there is a change in schedule
- to announce activities or special events (Example: picture day)
- to request a conference
- parent organization fliers
- student's weekly work
- behavior concerns as needed
- to share successes
- Northside Weekly Electronic Newsletter from principal

## **ATTENDANCE:**

Attendance is expected every day. Unless your child is running a fever, experiencing vomiting or diarrhea, contagious, or under doctor's care, their attendance at school is the single-most important factor in your child's educational success.

In an effort to support your child's attendance, parents are encouraged to make all appointments before or after school hours when possible. Extracurricular lessons or activities should be scheduled outside of school hours.

Should your child miss school for any reason, please send a note to the office stating your child's name, the days they were absent, and reason.

If your child misses a total of five days in a semester, you will receive an attendance reminder letter in the mail and will be called by the school social worker. If your child misses a total of ten days in a semester, you will receive a second attendance reminder letter in the mail and receive a phone call from the school

On the eleventh day of a student unexcused absence during the semester, the school will notify the parent that the student may be retained at the current grade during the following school year and/or that the parent will be reported to the Arkansas Department of Human Services (DHS). The appropriate prosecuting authority shall also be notified of the student's excessive absence at this time.

School officials are authorized to contact the prosecuting authority, juvenile authorities, or social service agencies at any time during this process, if parents are not making reasonable efforts to encourage regular attendance by students.

All of our students need to be in school every day, learning. Regular attendance is necessary in order for your child to meet grade-level expectations. We appreciate your help and support in this important matter.

### **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. Students should not wear the following to school:

- clothing that advertises tobacco, alcohol, or illegal products
- clothing that exhibits suggestive language or symbols
- gang-related clothing
- see-through clothing
- shirts or tops that do not cover the midriff or show cleavage
- shorts or skirts that are shorter than finger-tip length
- clothing that is too tight or too loose
- cleats, taps, wheelies, or high heels
- tube tops
- tank tops with thin straps
- costumes and hats only on spirit days

*The school reserves the right to determine if a student's clothing or appearance is disruptive to the learning environment.*

### **STUDENT BEHAVIOR:**

One of the most important lessons that educators teach is self-discipline. It is the shared responsibility of the home and the school to accomplish this goal. Training and instruction develops self-control, character, orderliness, and efficiency.

Self-discipline is the key to good conduct and proper consideration for other people. At Northside Elementary, we recognize and praise good behavior, and when necessary we take corrective actions while encouraging self-discipline. We may use language such as: "We don't want you to be in trouble, we want to help you, or we can say yes or ok to adults."

We utilize the PBIS (Positive Behavioral Interventions and Supports) to award points, which students can use to shop in our class and school stores. We also use PBIS to keep track of discipline referrals. Parents are invited to download the PBIS parent app which will inform them of points and referrals.

Northside students are expected to put forth their best effort and at all times conduct themselves in a manner that will promote a safe and orderly learning environment for all our students. In order to support our students, school and classroom procedures, rules, and behavior are taught to all children.

Northside Elementary School recognizes that effective school discipline can best be achieved and maintained through the cooperative efforts of parents, educators, and students. Everyone has the right to expect a wholesome atmosphere that is conducive to learning. It is never ok to be hurtful or disruptive.

## Building-wide non-negotiable procedures:

- Listen and follow directions by all adults
- Say yes or ok to adults
- Show kindness and respect to everyone
- Move about the building respectfully
- Use safe body and hands
- Use calm down strategy if frustrated

## Bullying

Bullying is strictly prohibited. Any intentional act to cause emotional or physical harm or to threaten, intimidate, or damage reputations or friends is considered bullying behavior. This includes teasing, taunting, name-calling, rumor-spreading, tripping, pushing, hitting, excluding other people, extorting money or other things of value, damaging property, or any other act intended to belittle or intimidate by written, verbal, electronic or physical act.

Any disruptive behavior, inappropriate language, or hurtful act that keeps the teacher from teaching or students from learning will not be tolerated. This behavior will be subject to possible consequences.

### Possible Consequences include:

- teacher/student conference
- loss of privileges or preferred activities
- time-out in the classroom or office
- communication with the parent via note, telephone
- parent/teacher conference
- referral to counselor
- referral to principal and/or assistant principal
- in-school suspension
- out-of-school suspension

A detailed district discipline policy is available online at

[https://drive.google.com/file/d/1CROcDHLmjBfUBHO-qvbJU\\_xoP5JNR5ZZ/view](https://drive.google.com/file/d/1CROcDHLmjBfUBHO-qvbJU_xoP5JNR5ZZ/view)

## General Student Regulations:

Students are responsible for their personal property. Articles of clothing and personal belongings should be marked with your child's name. They will be placed in our lost and found cabinet, located outside of the cafeteria. Any items left over Winter Break, Spring Break, or the last day of school will be donated to a local charity.

Cell phones are allowed on school property. However, making calls, receiving calls, and texting are not allowed during school hours. Cell phones should remain off and in the child's backpack. Use of a cell phone or electronic devices during the school day is not allowed unless such use has been specifically approved by the principal. This includes smart watches. If a phone/watch is used during the school day, a warning will be issued

along with a phone call home. After the first warning, a parent will need to come pick up the phone/smart watch.

Students may not bring these items to school:

- large amounts of money
- pets
- guns-real or toy
- knives
- BB shot or ammunition
- firecrackers
- matches/lighters
- hard balls such as baseballs, golf balls
- baseball bats
- trading cards (Example: Pokemon cards)
- skateboards
- scooters
- rollerblades/wheelies
- laser pointers
- toys
- party invitations, unless each member of the class is invited
- energy drinks
- Vape pens, cartridges, tobacco, alcohol products

Northside Elementary School reserves the right to control behavior which does not support good order, discipline, and learning even though such behavior is not directly specified in the preceding section. The school is not responsible for lost or stolen items brought to school. If prohibited items are brought to school, they will be confiscated and a parent will need to pick them up.

#### Process for Resolving Conflicts:

Any person who feels concerned about any matter connected with the schools should first contact the appropriate teacher, staff member or principal. If the concern cannot be resolved, then the Assistant Superintendent, followed by the Superintendent.

## **Northside Elementary Procedures**

*Please remember, no cell phone usage while in a school zone.*

*This includes the car rider line.*

*It is a violation of Arkansas State Law to Text and Drive at any time: (27-51-1504) "...a driver shall not use a handheld wireless telephone for wireless interactive communication while operating a motor vehicle."*

*Additionally, Arkansas State Law also prohibits Talking on a Cell Phone in a School Zone: (27-51-1609). "...a driver of a motor vehicle shall not use a handheld wireless telephone while operating a motor vehicle when passing a school building or school zone during hours when children are present and outside the building."*

These regulations went into effect in 2011

## **ARRIVAL PROCEDURES:**

Because of state and federal labor laws, there is no adult supervision on school premises before 7:15 AM or after 3:00 PM. For your child's safety, please do not leave them unattended during these times.

### *Car Riders/Walkers:*

All car riders should enter the building through main entrance doors.

We need parental cooperation to ensure the safety of all children. For your child's safety, please only let your child out of the car in the drop-off lane. (The drop-off lane is closest to the sidewalk and extends to the end of the sidewalk in front of the building.) Please pull your car as far forward as possible for your child to exit the car. Please refrain from passing cars in the drop-off lane.

To allow traffic to move smoothly, please park your vehicle in the parking spaces provided to the right at the main entrance into the school. Cars parked in the drop-off lanes cause delays. The spaces at the main entrance into the school are the preferred parking spaces for all visitors. The lot west of the school is reserved for bus and teacher parking. The lot east of the school is teacher parking and delivery only. We appreciate your help with our limited parking situation.

### *Bus Riders:*

Bus riders enter the building using the west entrance.

### *Bicycle Riders:*

Students may ride their bicycles to school; however, the school does not accept the responsibility for the security of any bike. Locks are recommended. Motorized bikes, scooters, and skateboards are not allowed on school grounds. For safety reasons, students should dismount their bikes while on school property. Once off school grounds, students may ride.

Bicycles are parked the duration of the day at the bike rack.

## **DISMISSAL PROCEDURES:**

The school day ends at 2:45.

Teachers are to be informed of a student's dismissal transportation in writing by 2pm via Parent Squared.. Please notify your child's teacher in writing if their way of transportation changes. Unless information is provided in writing from the parent or guardian, the student will be dismissed following their usual manner. Phone calls to change the way a student is dismissed are highly discouraged because this can lead to confusion about how a child is to go home. If transportation needs to be changed, a phone call to the office and a Parent Squared message needs to be sent to your child's teacher before 2:00. If your child doesn't go home the same way everyday, please fill out a calendar for the teacher. Phone calls to change how your child will go home should only be made during an emergency situation. If your child is going home with someone else or is bringing someone home with him/her, BOTH CHILDREN must have a note. This is a safety issue. We appreciate your support in this matter.

### *Car Riders:*

Parents are encouraged to follow the car pick-up procedures that are provided at the beginning of the year.

Car riders are dismissed from inside the school. Kindergarten and first grade students are dismissed through the front entrance. Second-fifth grade students are dismissed behind the school. A map with the traffic lanes for dismissal will be distributed before school begins.

If your child is not ready to load once your car has reached the loading zone, you may be asked to move to a parking place so that traffic may continue to flow.

In order to help traffic move as smoothly and safely as possible, a car tag will be issued to you. Please have that tag visible on your car during pick up times. .

Students will not be dismissed at the front door.

### Bus Riders:

Bus riders will be dismissed from the west entrance. Students are expected to go directly to their bus.

### Walkers:

Walkers will be dismissed after buses have left. Parents who choose to walk with their child will need to wait outside the west door until the students are escorted out of the building.

### Bicycle Riders:

Bicycle riders will exit the building with the walkers.

*For safety reasons, please do not check your student out between 2:00-2:45.*

*Students remaining after 3:00:*

*Authorities may be contacted if students are not picked up by 3:15.*

## **CHECKOUT PROCEDURES**

Attendance is an important component of a student's educational success. If your child must leave during the school day, please remember:

- a parent or guardian must come in to the office to sign out the child with a valid form of ID
- staff will summon your child to the office via the intercom
- your child will only be released to you unless you notify the office otherwise

## **SCHOOL MEALS**

- School breakfast and lunch are served daily
- Children may bring their lunches to school (*for safety reasons, please do not bring glass bottles*)
- During regular visitation times, parents are encouraged to join their child for lunch. Please call the school office prior to 9:00 AM the day of your visit to ensure that a meal will be prepared for you. There will be a designated table for parents to eat with their child in the Parent Center.
- Bringing outside food for lunch for your child is permitted; however, food cannot be brought into the school for children of whom you are not the guardian

- Breakfast in the classroom is served from 7:30-7:45 each day. Students are not charged for breakfast in the classroom.

To ensure your child's cafeteria account is credited appropriately when paying for lunch by check, please include:

- child's full name
- teacher's name

When paying for lunch by cash, please send money in an envelope and include:

- child's full name
- teacher's name
- amount enclosed

When paying online:

- Contact school for your child's login and ID
- Go to the Rogers District website (rogersschools.net)
- Click on Payments
- Click on School Cafe

Applications for free or reduced meals are available in the office. These applications should be returned as soon as possible. Only one application per Rogers household needs to be filled out. (List all children on one form) Parents of children qualifying for assistance will need to pay for their meals until applications have been processed. If students were on the meal assistance program in Rogers last year, they will still need to complete an application for this school year. These students will only be able to use last year's status for up to twenty days.

## Rogers Public School's Meal Charging and Collection Procedures

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 co-pay and will have no obligation to pay the co-pay 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.

### 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.

### **RECESS PROCEDURES:**

All children will participate in recess when weather permits unless the child has a note from a doctor. Every child will have forty minutes of recess every day.

In the case of extreme heat or cold, we may still go outside. Please see that your child always brings appropriate outdoor clothing **that is labeled**.

### **SCHOOL PROPERTY PROCEDURES:**

Educational materials are furnished free of charge. If school property is lost or damaged beyond reasonable use, parents or guardians will be charged the full replacement price, this include chromebooks

### Search and Seizure:

In the assignment of school property to a student, the school retains the ownership of such and the right to inspect it or reclaim it. Searches of school property, including school electronic devices and email accounts, may be conducted at any time.

### **INCLEMENT WEATHER PROCEDURE**

*The quickest way to find out if schools are closed or will be closing is by looking at the district web page. <http://rogersschools.net>*

Also, the school will use the school notification system to call you. Please make sure your contact information is up to date at all times.

### School Closure or Early Dismissal

During snow and icy conditions, our district utilizes an automated phone system to announce school closures or early dismissal. Local television and radio stations will also announce if school will be in session or dismissed early. It is impossible many times to predict the road conditions in advance. The decision concerning bus operations may have to be made shortly before regular bus departure time. If during the day, weather conditions become severe enough to require buses to make their runs before the regularly scheduled time, local radio and television stations will be notified and a parent phone call will be sent out. On such a day, our phone lines become jammed with numerous calls. We will answer each one as quickly and as efficiently as possible. In order to help our Staff, we ask that parents make advance provisions for this case. Our office staff needs our limited phone lines to obtain updated weather information and instructions from our Central Administration.

### **TELEPHONE PROCEDURES:**

The school telephone is for business calls only. We have a limited number of lines for a school community containing over 550 members. Necessary plans should be made with your child before leaving home.

If necessary, your child's teacher will be more than happy to return your call during non-student contact time. Please feel free to request a return call if you would like to speak to your child's teacher.

### **HEALTH SERVICES PROCEDURES**

A registered nurse or a nurse paraprofessional will be in our building every day.

Various screening will occur in designated grade levels throughout the year. Some students will be weighed and measured. Vision and hearing screenings will also occur. Scoliosis screening (curvature of the spine) is completed with students in upper grade levels.

It is important for parents to bring to the school's attention any medical problems or allergies that might affect a child's academic or behavioral performance. The nurse or paraprofessional can communicate your child's needs with the teacher and modify and/or excuse your child from activities as needed.

If a child is injured or becomes ill at school, parents will be notified. If the parent cannot be reached, then the person designated as an emergency contact will be called. Please be sure to keep the school notified of any changes in telephone numbers, addresses, places of employment, and emergency contacts. This will help ensure that you receive notification of your child's needs as quickly as possible.

### **Medication:**

Parents, with the cooperation of physicians are requested to schedule all medication to be given at home whenever possible. In the case that medication must be given at school, written permission from the child's parent or guardian must be on file in the office before school personnel are permitted to administer medication. Medication cannot be given

unless it is in a prescription container that is clearly marked with your child's name, dosage, when it is to be given, and the name of the medication. Most local pharmacists are aware of school policy and will gladly give you an extra container when asked. Parents should bring medication into the school and sign it into the nurse. Students will not be allowed to transport medication on the bus.

### **SCHOOL PARTIES:**

School parties are organized twice during the year, winter and Valentine's Day. Refreshments and games are enjoyed. Homeroom parents direct these festivities. Anyone interested in volunteering for this position need only volunteer at the beginning of the school year.

Other parties or food celebrations are not allowed. The Arkansas Department of Education rules prohibit treats at school except on designated party days or other days sanctioned by the school. Please do not bring treats to school for your child or their class on non-specified days.

## **SPECIAL SERVICES:**

Teachers with professional preparation in speech and language pathology, developmental learning problems, specific learning disabilities, intellectual disabilities, and gifted teach a large cross section of our Northside population. Students are taught in the least restrictive environment that is appropriate for the individual child. The continuum of services includes speech class, occupational therapy, physical therapy, resource, self-contained, and REACH classes.

Northside is a school that believes in the concept of inclusion. Inclusion truly intends to have children in their least restrictive environment. Through inclusion, students receive their support services while staying in their regular classroom as much as possible.

## **PARENT ACTIVITIES:**

### Parent Involvement:

Northside Elementary school staff believe that the link between the home and the school is so important to your child's education. We encourage parents to partner with their child's teacher to provide the best educational opportunities for your child.

Act 603 of 2003, 307 of 2007, and 397 of 2009 requires all public schools to create a parent involvement plan. The purpose of this plan is to outline a way by which parents, staff, and community can work together to support each child's education. This plan is part of the overall school improvement plan. A copy of this plan is given at the beginning of each school year, upon enrollment, and is available in the Parent Resource Center.

The goals of the Northside Parent Involvement Plan are:

- to increase involvement of parents and community members
- to increase parental awareness of grade-level expectations
- to provide assistance to parents in academic areas and parenting skills as needed

Communication with parents should be regular, on-going, and two-way. Please feel free to contact your child's teacher with any question or concern.

Parent meetings will be held to inform parents of school status, spending of federal monies, student expectations, grading, state and federal testing and results, and student progress. Resources and suggested tips will be provided to assist parents as they work with their child at home. A volunteer survey is sent home at the beginning of each school year or upon enrollment. It offers parents ways in which they can become involved in their child's education.

### PTA:

Northside Elementary is the school for your child! Becoming involved in PTA provides an opportunity to contribute suggestions for the improvement of the educational program. Our PTA is an active one! Throughout the year, many educational, fun-filled functions and activities will take place. Please watch the newsletter for more information about the PTA happenings each month,

### Website:

For those of you with computer access, check out our district's website for the latest information about school. Calendars, lunch menus, school weather announcements, educational links, and so much more are at your disposal. The address is

[www.rogersschools.net](http://www.rogersschools.net)

Like our Facebook page to get updated formation on school events.

Facebook: <https://www.facebook.com/Northside-Elementary-Rogers-AR-471480832915889/>

*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, 636-3910.

## Northside PTA Volunteer Interest Form



Student: \_\_\_\_\_

Teacher: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Preferred method of contact: Please select the option that best fits YOU!

- Phone \_\_\_\_\_
- Text \_\_\_\_\_
- E-mail \_\_\_\_\_

\_\_\_\_\_ Homeroom parent (Coordinate classrooms parties, communicate with parents to help with events/supplies.)

\_\_\_\_\_ Prepare weekly folders.

\_\_\_\_\_ Donate supplies or money for parties (December/February/other approved days)

\_\_\_\_\_ Donate time (Help with parties, make copies, field trips, field day, volunteer time in the classroom, career day, etc.)

\_\_\_\_\_ Member of the Parent Involvement Committee (The committee meets each spring to revisit and revise the Parent Involvement Plan that will be sent out the following fall.)

You will be contacted soon by your teacher or the PTA volunteer coordinator!  
Thank you for volunteering! With your help, we will have a super year at  
Northside!

PLEASE RETURN THIS FORM TO YOUR CLASSROOM TEACHER!!!

## **Northside Elementary School Engagement Plan 25-26**

Northside Elementary recognizes the necessity and value of a strong home/school connection. Families, administrators, teachers, and support staff must work together as a team to support high standards for all students. Our Parent Involvement Plan is comprehensive and coordinated in nature. The program involves parents at all grade levels in a variety of roles.

The Northside Parental Involvement Plan includes, but is not limited to, the following:

- an annual meeting at a convenient time to inform parents of the school's involvement in Title I, Part A programs and explain the Title I, Part A requirements and the right of parents to be involved in those programs
- the involvement of parents in the planning, review, and improvement of Title I programs including the planning, review, and improvement of the school parental involvement policy and the joint development of the school-wide program plan
- meetings offered at flexible times such as in the morning or the evening;
- information shared in a timely manner and to the extent possible in a language the family can understand concerning
  - a. curriculum descriptions and explanation
  - b. the forms of academic assessment used to measure student progress
  - c. the proficiency levels students are expected to meet
- opportunities for regular meetings at which parents can suggest and participate in the decisions relating to their child's education

In order to allow all parents including parents with limited English proficiency, parents with disabilities, and parents of migratory children the full opportunity to participate in their child's education, Northside will:

- to the extent possible-provide information in a language and format that parents understand
- provide assistance to parents of children served by the school in understanding topic such as:
  - state's academic content standards
  - state academic achievement standards
  - requirements of Title I

- how to work with educators to improve the achievement of their child
- how to monitor their child's progress
- provide materials and training to help parents work with their child to improve their child's achievement
- educate staff
  - value the importance of parent contributions
  - ways in which to communicate more effectively with parents
  - how to build the appropriate ties between parents and the school
- coordinate and integrate-to the extent possible-parental involvement programs and activities with groups such as, but not limited to, Head Start, Rogers Pre-School Programs, Home Instruction Programs for Preschool Youngsters, and provide other reasonable support for parental involvement activities as parents may request.

The Parental Involvement Plan is made available to parents and local community members at the beginning of each school year, during the enrollment process, or anytime upon request.

The Northside Parental Involvement Plan is revisited in the spring of each school year by a committee of parents, administrators, teachers, and support staff. Should the Parental Involvement Plan be unsatisfactory to parents, parents have the opportunity to submit any comments to the school, the Northside Parent Involvement Committee, and school surveys. To the extent possible, responses to concerns and comments will be addressed as quickly as possible.

## **NORTHSIDE PARENTAL INVOLVEMENT GOALS**

Northside Elementary School welcomes parents to become a partner in their child's education. The staff of Northside Elementary believes that only by working together can we help our students achieve the high academic standards set forth by the Arkansas Department of Education.

The goals of Northside Parental Involvement Plan are:

- to increase involvement of parents and community members
- to increase parental awareness of grade-level expectations
- to foster parents' responsibility and support for their child's learning including, but not limited to, a Title I Parent/Guardian Involvement Compact
- to provide frequent communication with parents on their child's progress
- to provide opportunities for parents to volunteer and participate
- to provide assistance to parents in such areas as parenting skills, homework, communication with teachers, etc.
- to provide flexible conference times to accommodate working parents
- to inform parents of available community resources

With these goals in mind, Northside Elementary developed a Parental Involvement Plan that outlines ways in which parents are encouraged to share the responsibility for their child's education. The Parental Involvement Plan meets the requirements as set forth in Act 307 of 2007 and Act 397 of 2009.

## Parent Involvement Committee

One requirement of the Parental Involvement Plan is to provide parents the opportunity to participate in all aspects of the Parent Involvement Plan. In the Rogers School District, parents are involved in the planning, review, and improvement of Title I programs both at the district and school building level. Northside provides all parents the opportunity to participate in Parent Surveys taken throughout the school year. These surveys allow the Northside Parent Involvement Committee to gain important insight into the issues that Northside Elementary parents would like to see addressed within the Parent Involvement Plan. Because Northside Elementary School understands that language issues may be a barrier to parent involvement, surveys are available in both English and Spanish.

Parents volunteer to serve on the Parent Involvement Committee. The committee is a representation of the school's population. Northside Elementary School understands that language issues may be a barrier to parent involvement; therefore, translators are available at meetings. Each fall, the Northside Parent Involvement Committee revisits the current plan and addresses any concerns and budget decisions. In the spring, the Northside Parent Involvement Committee revisits the current plan and any concerns that the survey data revealed. The Committee revises the Parent involvement Plan to meet the needs of the school. The revised Northside Parental Involvement Plan is then prepared for distribution in each child's Informational Packet in the fall of the following school year. The Northside Parent Involvement Plan is available throughout the year, at the time of registration, or at any time upon request. Because Northside Elementary School understands that language issues may be a barrier to parent involvement, the Northside Parent Involvement Plan is available in both English and Spanish

### **COMMUNICATION:**

Communication between the parent, teacher, student, and school is vital to our success.

Northside provides students and parents 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 Northside, as well as, school calendar, school procedures, the process for addressing and resolving concerns, and ways to get involved in the PTA. This packet is provided in English and Spanish.

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. Parents are encouraged to contact the school whenever the need arises. Teachers may be contacted by phone, note, class messaging app such as Class Dojo or Remind, and/or e-mail. If you call during the school day, the office will leave the teacher a message.

Parent/teacher conferences are scheduled twice yearly in September and February. If you have questions regarding your child's progress, please let the teacher know. He/she will arrange an appointment time with you during non-student contact time. Likewise, if your child's teacher believes that additional conferences are necessary, he/she will contact you.

From Staff and/or School: Notes will be sent:

- notes and information are sent home weekly in Tuesday Folders

- if there is a change in schedule
- to announce activities or special events (Example: picture day)
- to request a conference
- parent organization fliers
- student's weekly work
- behavior concerns as needed
- to share successes
- Northside Weekly Electronic Newsletter from principal

Northside utilizes Facebook with regular updates on upcoming events, fundraiser opportunities, and more to keep parents and partners in the loop for Northside news. ([Northside Elementary, Rogers AR](#))

## **STAFF PROFESSIONAL DEVELOPMENT**

An important requirement of the Northside Parental Involvement Plan includes the component of continued staff development in the area of parent involvement. Annual training will be held with topics such as ways to communicate effectively with parents, methods by which parents can become more involved in the school, and how to bridge the home-school connection. It is the goal of the Northside Parent Involvement Committee for professional development to provide staff with the necessary skills needed to partner with all parents in order to assure each child's academic success.

## **BUILDING PARENT CAPACITY**

Northside 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.

## **REPORT CARDS, PROGRESS REPORTS, ASSISTANCE TO PARENTS**

Northside provides paper copies of quarterly progress reports with grade level learning expectations at the beginning of each quarter. Both English and Spanish versions are available for parents. Teachers and staff also offer an Open House event to parents where they communicate grade-level expectations, state and local assessments, and curriculum information. Teachers can provide assistance to parents of children served by the school, as appropriate, in understanding topics such as state and local assessments and how to monitor a child's progress and work with educators to improve the achievement of the child.

## **PARENT INVOLVEMENT COMMITTEE**

One component of the Parental Involvement Plan is to provide parents the opportunity to participate in all aspects of the Parent Involvement Plan. In the Rogers School District, parents are involved in the planning, review, and improvement of Title I programs both at the district and school building level. Northside provides all parents the opportunity to participate in Parent Surveys taken throughout the school year. These surveys allow the Northside Parent Involvement Committee to gain important insight into the issues that Northside Elementary parents would like to see addressed within the Parent Involvement Plan. Because Northside Elementary School understands that language issues may be a barrier to parent involvement, surveys are available in both English and Spanish.

Parents volunteer to serve on the Parent Involvement Committee. The committee is a representation of the school's population. Northside Elementary School understands that language issues may be a barrier to parent involvement; therefore, translators are available at meetings. Each fall, the Northside Parent Involvement Committee revisits the current plan and addresses any concerns and budget decisions. In the spring, the Northside Parent Involvement Committee revisits the current plan and any concerns that the survey data revealed. The Committee revises the Parent involvement Plan to meet the needs of the school. The revised Northside Parental Involvement Plan is then prepared for distribution in each child's Informational Packet in the fall of the following school year. The Northside Parent Involvement Plan is available throughout the year, at the time of registration, or at any time upon request. Because Northside Elementary School understands that language issues may be a barrier to parent involvement, the Northside Parent Involvement Plan is available in both English and Spanish.

## **PARENT-SCHOOL COMMUNICATION**

Communication with parents is another requirement of the Parental Involvement Plan. The Northside Parent Involvement Committee and Northside Elementary Staff believe that in order for parent/teacher communication to be beneficial it should be open, two-way, and to the extent possible, in a language and format that the parent can understand. It is believed that only through effective communication can each child's success be assured. Parents are encouraged to call the school to speak with their child's teacher should they have any questions or concerns. Parents are also welcome to set up a time for a conference at which teachers can give their undivided attention to the parent's concerns and questions. Phone and email contact information is located at the back of the Parental Involvement Plan.

Parent/Teacher Conferences are offered twice during each school year. These conferences are important times for teachers and parents to share the responsibility to make decisions concerning

each child's education. During these conferences, teachers will share information concerning each child's progress towards meeting the state's high academic standards.

Assessments to measure progress and the level at which proficiency is expected will also be shared during this meeting. Academic Improvement Plans will be addressed as needed. These conferences are offered at flexible times in order to accommodate as many parents as possible.

Other forms of communication available to Northside parents include but are not limited to:

- Northside Parent Involvement Plan
- Northside Information Kit
- Announcements
- Website
- Planners/ weekly folders
- Parent newsletters
- Facebook and other forms of social media

School communication apps – ParentSquared

## **Opportunities for Parent Involvement**

Offering parents the opportunity to become a partner in their child's education is a required element of Parental Involvement Plans. Parents are encouraged to become involved in our school and their child's education by taking part in a variety of opportunities. Many activities are planned throughout the school year to encourage parental involvement. These can be found on the school calendar, in monthly PTA newsletters, and special announcement fliers. Some of these activities include:

- Kindergarten Parent Orientation
- Quarterly Proud Panther Assemblies
- Parent Teacher Association activities
- Field trips
- Reading to and sharing career experiences in the classrooms
- Math, Literacy and/or STEM Nights

If a parent is unable to attend some of these school events, there are many ways in which they can still be actively involved in their child's education. Examples of this include:

- reading to your child
- teaching moral values
- monitoring technology content
- monitoring technology (phones, computers, tablet) usage
- helping with homework
- assisting teachers by helping with tasks that can be completed at home such as cutting or compiling

All parents are also encouraged to be aware of the many resources available to help their child. One such resource is the Internet. Parents might want to check out these valuable websites:

- Rogers Public School's Main Website: [www.rogersschools.net](http://www.rogersschools.net)
- Northside Elementary School's Main Website: [www.rogersschools.net](http://www.rogersschools.net)
- Arkansas Department of Education: [www.arkansased.org](http://www.arkansased.org)

- Arkansas State Parent Information and Resource Center: [www.parenting-ed.org](http://www.parenting-ed.org)
- Parent Teacher Association: [www.pta.org](http://www.pta.org)

Another resource available to parents is the NORTHSIDE FAMILY RESOURCE CENTER and we have suggestions for activities to assist parents in working with their child at home. We also have a selection of books and videos available to be checked out. Our parent

facilitator, Lindsey Raberding, will be available to help you. You are welcome to contact her at the school by calling 479.631.3650 or email at [lindsey.raberding@rpsar.net](mailto:lindsey.raberding@rpsar.net).

Parent Training Nights are another means by which parents can be active in their child's education. These trainings are offered by a variety of resources including:

- Northside Elementary School
  - Parent Nights
  - Open House
  - Orientations
- Rogers School District
  - REACH Department (Gifted Education)
  - English as a Second Language Department
  - Special Education Department
- Community Groups
  - Local Support Groups (including but not limited to the Benton County Sheriff's office, Child Advocacy Center, Ozark Guidance Center, etc...)
  - Northwest Arkansas Community College

The Principal and other staff members attend and participate in monthly PTA meetings. PTA meetings are collaborative and focus on achieving common needs of the students, parents, and the community. The School Counselor, Mrs. Raberding, serves as the parent facilitator and promotes meaningful parent, family, and community partnerships to serve students of Northside.

Northside ensures information related to school and parent programs, meetings, and other activities is sent to the parents of participant children in a format and, to the extent practicable, in a language the parents can understand.

## **Coordination**

The school coordinates and works with programs with various Federal and local programs that exist to help students and families. Northside works with our Preschool in enrolling kindergarteners, coordinates transition activities with Lingle Middle School for aiding in the 5th to middle school transition, and offers and works logistics for community programs to come in to help staff and students. Northside offers multiple opportunities for school-based mental health therapists to come in and work with students during the school day for the betterment of the child. Northside and Rogers Public Schools encourages and offers information on the development and participation in

family-oriented community based physical activity programs.

## Annual Title I Meeting

Another requirement of the Parental Involvement Plan is that each school hold an annual meeting for parents. The Northside Annual Title I Meeting, Open House, is held in the fall of each school year. The school principal and PTA President speak during the welcoming session. Teacher sessions allow teachers the opportunity to present parent information. The topics of the Title I Annual Meeting include, but are not limited to, the following (As required by Act 307 of 2007):

- what students will be learning (*Quarterly Expectations, Standards Based Report Card, Power Standards*)
- how students will be assessed both at the state and local level
- what parents should expect for their child's education
- ways parents can assist in their child's education
- (As required by Act 397 of 2009)
- provide instruction on how to incorporate developmentally appropriate learning activities in the home environment including but not limited to:
  - monthly parent newsletters with tips for parents
  - classroom newsletters
  - PTA newsletters
  - Family Nights
  - Family Resource Center
  - Websites

Hold a school-wide Title I meeting at Northside to inform parents (As required by Federal guidelines)

- Title I information:
  - the purpose
  - an overview
- Parent Rights
- Parent/School Compact
- Parent Involvement Committee
- Use of Parent Involvement Funds

School Improvement Status

- Current Test Results
- Annual Progress Status

strategies for parents to monitor

- a child's progress (Parent/Teacher Conferences)
- standards
- academic assessments
  - Arkansas Department of Education Website
  - Rogers School District Website
  - Center for Effective Parenting

Materials and training provided as needed to assist parents to work with their children to improve academic achievement

- opportunities for parent involvement

- homeroom parent
- field trips
- special projects
- PTA
- volunteer sign up (As required by Northside)
- Class Procedures
  - homework
  - testing
  - discipline
- other pertinent information
- identify times during the day you are available for conferences or another form of two way communication

The staff of Northside Elementary School believes that high student academic achievement is a shared responsibility of our staff as well as parents of our students. In order to show that shared responsibility, Northside Elementary School in conjunction with the Northside Parent/Teacher Organization consisting of parents of students participating in the Title I program developed a School-Parent Compact that is reviewed annually. This Compact identifies the activities of the parents, entire school staff, and the students of Northside Elementary School to develop a partnership to help our students achieve the state's high academic standards. Because Northside Elementary School understands that language issues may be a barrier to parent involvement, the Northside Parent School Compact is available in both English and Spanish.

The Northside Elementary School-Parent Compact describes

- the school's responsibility to provide high-quality curriculum and instruction in a supportive, effective learning environment that supports students in our school to meet the state's academic achievement standards;
- how parents can be responsible for supporting their child's learning;
- the importance of communication between teachers and parents on an on-going basis through
  - parent-teacher conferences two times a year
  - student progress reports to parents
  - reasonable access to staff
  - opportunities to volunteer and participate in their child's class
  - observation of classroom activities.

## **RESERVATION OF FUNDS**

Northside 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 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.

# Northside Parental Involvement Plan

Northside Elementary recognizes the value of a strong home/school connection. Families, administrators, teachers, and support staff must work together as a team to support high standards for all students. The Northside Parent Involvement Plan addresses the ways in which the school and the home can work together to meet the specific academic needs of our students. This plan is available to all parents including those with limited English proficiency. Copies were distributed in the welcome packet at the beginning of the school year. Additional copies are available through the school office, and on the district's website at [www.rogersschools.net](http://www.rogersschools.net)

Northside reserves Title I, Part A funds for the following parent involvement approved engagement programs and activities:

- Parent Center Resources: supplies, books, materials
- Family Training Events
  - Math and Literacy Family Nights
  - Social Emotional/Family Bonding Game Nights
  - Food and refreshments for family nights
- Parent educational events
- Kindergarten Orientation and Registration Packets for families, kits, and substitutes for kinder teachers during registration
- Planners for students
- Mass Newsletter website service, such as S'More, that translates to Spanish for families
- Parent Communication - Tuesday Folders
- Parent Involvement Trainings
- Book bags for reading
- Summer Reading Program
- Additional technology to enhance home participation in curriculum
- Parent communication - Northside Parent involvement plan
- Dances in partnership with PTA for family relationships and parent involvement

## 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 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)(iii)]

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>	Northside Elementary
<b>School Engagement Facilitator Name:</b>	Lindsey Raberding
<b>Plan Revision/Submission Date:</b>	May 5, 2025
<b>District Level Reviewer Name, Title:</b>	Melody Sebastian, Federal Programs Director
<b>District Level Approval Date:</b>	

### Committee Members, Role

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student or Community Member)</i>
Kara	Davis	Principal
Lindsey	Raberding	School Counselor/Parent Engagement Facilitator
Bailey	Nichols	Parent/

		Northside Educator/ PTA President
Kelly	Laws	Parent
Danny	Shaver	Parent/PTA Vice President

(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