

Parent & Family Engagement Facilitator:

Tina Wrobel: tina.wrobel@rpsar.net

Elmwood Middle School School Engagement Plan 2025-2026

1: Jointly Developed

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Guiding Questions

- **1.1:** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*
[A.C.A. § 6-15-1702(a)]
- **1.2:** *What efforts have been made to ensure adequate representation of parents and families of participating children in the process (Title I families)?*
[ESSA § 1116(c)(3)]

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.

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2: Communication

Describe how the School will communicate with and distribute information to parents and families.

Guiding Questions

- **2.1:** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
 - *description of the engagement program*
 - *recommended roles for parents, students, teacher, and the School*
 - *ways for a family to get involved*
 - *survey regarding volunteer interests*
 - *schedule of activities planned throughout the school year*
 - *regular, two-way, and meaningful system for parents/teachers to communicate*
[A.C.A. § 6-15-1702(b)(3)(B)(1)]
- **2.2:** *How will the School ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?*
 - *How is relevant information provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?)*
[ESSA § 1116(e)(5)]
 - **2.3:** *How does the School offer flexible opportunities for meetings with families?*
[ESSA § 1116(c)(2)]

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:

· Prepare 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.

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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

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Guiding Questions

- **3.1:** *How does the School build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL School staff (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*
 - *the value and utility of contributions of parents [Title I schools]*
 - *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
 - *how to implement and coordinate parent programs and build ties between home and the School [Title I schools]*
 - *how to respond to parent requests for parent and family engagement activities [Title I schools]*

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- *that parents play an integral role in assisting student learning [all schools]*
- *how to welcome parents into the School and seek parental support and assistance [all schools]*
- *the School's process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions [all schools]*
[ESSA § 1116(e)(3;14); A.C.A. § 6-15-1702(b)(5-7)]

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

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

Guiding Questions

- **4.1:** *How does the School provide timely information about the following:*
 - *a description and explanation of the curriculum in use at the School*
 - *the forms of State and Local academic assessments used to measure student progress, including alternate assessments*
 - *the achievement levels of the challenging State academic standards students are expected to meet*
[ESSA § 1116(c)(4)(B)]
- **4.2:** *How does the School provide assistance to parents in understanding the following:*
 - *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.*
[ESSA § 1116(e)(1)]
- **4.3:** *What types of materials and training does the School provide to help parents work with their children to improve their children's achievement? This may include:*
 - *literacy training*
 - *technology training, including education about copyright piracy and safe practices*
 - *resources that describe or assist with the child's curriculum*

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- *other activities such as workshops, conferences, online resources like tutorials or webinars, and any equipment or other materials, including parent resource centers*
[ESSA § 1116(e)(2)]
- **4.4:** *Involve parents of students at all grade levels in a variety of roles, including without limitation:*
 - *involvement in the education of their children*
 - *volunteer activities*
 - *learning activities and support classroom instruction*
 - *participation in School decisions*
 - *collaboration with the community*
 - *development of School goals and priorities*
 - *evaluating the effectiveness of the School-level Improvement Plan*
[A.C.A. § 6-15-1702(b)(1); ADE Rules Governing Parental Involvement Section 3.03]
- **4.5:** *How does the School promote and support responsible parenting? The School shall, as funds are available:*
 - *purchase parenting books, magazines, and other informative material regarding responsible parenting through the School library, advertise the current selection, and give parents an opportunity to borrow the materials for review*
 - *Create parent centers*
[A.C.A. § 6-15-1702(b)(4)(A)]
- **4.6:** *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*
 - *role play and demonstration by trained volunteers*
 - *the use of and access to Department of Education website tools for parents [<http://www.arkansased.gov>]*
 - *assistance with nutritional meal planning*
[A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]

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

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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

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families.

Guiding Questions

- **5.1:** *How does the School investigate and utilize community resources in the instructional program?*
[ADE Rules Governing Parental Involvement Section 5.06]
- **5.2:** *How does the School coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:*
 - *public preschool programs such as Head Start*
 - *organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers*
 - *wraparound services that allow families to send their children to school ready and able to focus on learning*
[ESSA §1116(e)(4)]
- **5.3:** *In what ways does the School enable the formation of a Parent Teacher Association or organization and ensure leaders of said organization will be included in appropriate decisions?*
[A.C.A. § 6-15-1702(b)(8)(B)(ii)]

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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

- **6.1: How and when (month/year) does the School conduct the Annual Title I Meeting (Title I schools)?**
- Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.
- *Guiding Questions*
- *Annual Title I meeting, ensuring that parents are informed of the following? (*Include a link to the detailed agenda, meeting minutes, and/or slide deck for this year's Annual Title I Meeting, if available.)*
 - *the requirements of Title I and the School's participation*
 - *the parents' rights under Title I (The Right to Know Teacher Qualifications, Right to Request Meetings)*
[ESSA § 1116(c)(1)]

6: Annual Title I Meeting (Title I schools)

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Elmwood Middle School is not a Title 1 School

7: School-Parent Compact (Title I schools)

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

Guiding Questions

- **7.1:** *How does the School jointly develop a School-Parent Compact which does the following:*
 - *Outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement*
 - *Addresses the importance of regular two-way, meaningful communication through:*
 - *conferences (no fewer than 2 each year)*
 - *frequent reports on progress*
 - *reasonable access to staff*
 - *opportunities to volunteer*
 - *observation of classroom activities*

[ESSA § 1116(d)]
- **7.2:** *How do families access the compact in order to understand the shared responsibility for improved student academic achievement?*
 - *including parent-teacher conferences in elementary Schools, at least annually*
 - *Include a link or insert the language of the compact to demonstrate this requirement has been met.*

[ESSA § 1116(d)(2)(A)]

7: School-Parent Compact (Title I schools)

Elmwood Middle School is not a Title 1 School

8: Reservation of Funds (Title I schools)

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

Guiding Questions

- **5.1:** *If the School is a recipient of set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than \$500,000):*
 - *How is the School spending those funds?*
 - *How does the School determine the priority of how funds are spent?*
 - *Who is involved in determining that?*

[ESSA § 1116(a)(3)(A)]
- **5.2:** *How does the School provide opportunities for parents and family members to be involved in providing input into how the funds are used?*

[ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)]

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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.

VA.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*]

VA.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:

- o the School Engagement Plan
- o a parent-friendly explanation of the School and District's Engagement Plan
- o the informational packet
- o 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*]

VA.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*]

VA.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.

[*A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709*]

VA.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)*]

VA.6: The School Principal understands their obligation to designate and pay a licensed staff member to serve as Parent Facilitator:

- o to help organize meaningful training for staff and parents,
- o to promote and encourage a welcoming atmosphere, and
- o to undertake efforts to ensure that engagement is recognized as an asset to the School.

[*A.C.A. § 6-15-1702(c)(1-2)*]

VA.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)*]

VA.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)*]

VA.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*]

VA.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:

- o what students will be learning
- o how students will be assessed
- o what a parent should expect for his or her child's education

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- o 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)]

VA.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)]

VA.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)]

VA.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)]

VA.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

[ESSA § 1116(b)(4)]

VA.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)]

School Information

School Name:	Elmwood Middle School
School Engagement Facilitator Name:	Tina Wrobel
Plan Revision/Submission Date:	5/8/2025
District Level Reviewer Name, Title:	Melody Sebastian
District Level Approval Date:	May 2025

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	PFE Facilitator & School Counselor
Molly	Davis	Principal
Chris	Cochran	Asst Principal
Judy	Patterson	School Counselor
Marla	Goosetree	Social Worker
Carilla	Nunez	Parent
Stacey	Peebles	PTO President
Jenny	Herzig	Parent/Speech Pathologist
Ashley	Davis	Parent/Teacher

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Clara	Smith	Parent/Library Aide
Lindsay	Chalmers	PTO Parent
Victoria	Fergus	PTO Parent
Lindsey	Garman	PTO Parent

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](#)