AR
Dora Kimmons Middle School (Fort Smith School District)
2201 North 50th St
Fort Smith AR 72904
479-785-2451

**School Engagement Plan**

Please read over the form closely, being sure to address all guiding questions. Note that the Assurances section allows you to confirm practices that are required but do not need further elaboration within the written portion of your plan. In the response fields, you may include links to additional information that can help support your story as you answer the guiding questions.

## 1: Jointly Developed Expectations and Objectives

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)]*

The Parental Involvement Committee will create and distribute parent surveys to collect information regarding the development, review, update, and improvement of the school's parent and family engagement plan and programs at Kimmons Middle School.

The number of regular meetings will be discussed during the first fall meeting and addressed on parent surveys to help determine how many meetings should be held throughout the year.

A spring meeting will be held to go over all survey results and discuss possible updates to the school's parent and family engagement plan for the upcoming year.

The school will encourage parents to volunteer for the Parental Engagement Committee to help ensure adequate representation of parents in the process.

The Parental Involvement Committee will meet with the PTSA officers in the fall to discuss the needs of the parents and school, evaluate surveys, plan activities, evaluate the plan, and make modifications.

If the Title I School-wide Plan is not satisfactory to parents, all parent comments will be submitted to the district supervisor of Curriculum & Federal Programs, Caroline Neel.

## 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 it includes:*

- *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)]*

The school's parent and family engagement plan will be made available to all families and the local community. It will be distributed using weekly ConnectEd messaging, through the school website and social media platforms. A note concerning the importance of parental involvement and opportunities available to volunteer will be shared annually with the parents of each child at Kimmons Middle School. These involvement opportunities are shared at the annual open house and through ConnectEd and Social Media.

Surveys will be shared with parents through email and at school events to help identify parent volunteer interests. Parents may select the committee or task that interests them and donate whatever time they have available. The PTSA also encourages parents to volunteer. When volunteers visit Kimmons, they sign in using our Raptor security system, which requires the scanning of a picture ID. The system then records the reason for the visit and the number of minutes/hours they were in service to our school. This information will be used to show appreciation on behalf of the students and staff at Kimmons Middle School.

**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]*
- *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)]*

Teachers can take online training from Arkansas Idea in the course of PIB18054 "Family and Community Engagement: Inviting Caregivers and Community Partners into School", PIG16079 "The Arkansas Guide for Promoting Family Engagement through Age Eight", and PIC14447 "The Six Components of Parental Involvement for Teachers

**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*
*○ 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 the Department of Education website tools for parents [https://dese.ade.arkansas.gov]*
*○ assistance with nutritional meal planning*
*[A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]*

Kimmons will have a Fall and Spring Parental Involvement Meeting.
Kimmons Middle School will distribute the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate.

Kimmons will include access to the school's policy handbook and the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop a solution. To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review using a check-out method (located in the main office). The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. Mrs. Cassidy Hodge shall serve as the 2026-2027 school year Parental Facilitator. The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school.

To take advantage of community resources, the school shall consider recruiting mentors from the community to create a mentor advisory group to provide advice and guidance for students and school improvement.

Kimmons Middle School has a Parent Resource Center, which is currently located inside the front doors of the building. The Parent Resource Center has information about the community and support services available. Materials to assist parents in their child's academic achievement are in the center, as well as materials that involve the growth and development of adolescence and related adolescent issues (drug use, depression, etc). Materials are available for checkout, and parents are made aware of the center through social media. Pamphlets, articles, and books are made available for parent use. The Parent Center will be evaluated every year by the PI committee and updated as funds are available.

The Parent Resource Center, family nights, and sixth-grade orientation are all avenues that will aid parents by promoting and supporting responsible childcare.

**5: Coordination**

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional support, 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)]*

The school and staff support donations to United Way. The school works closely with our Partners in Education. This includes having PIE meetings 2X a year. At the beginning of the year, we meet to set goals and expectations, and we follow up at the end of the year with a meeting at the Partners In Education luncheon and celebration.

Kimmons Middle School works with the Windsor Branch Library to let students and parents know of upcoming events. The library is invited to attend Kimmons Parent-Teacher conferences and distribute information about the library. Additionally, the library is invited to the family game nights as well to engage with our parents and students. The school supports and encourages the Parent Teacher Student Association to foster parental and community involvement within the school.

Kimmons organizes a mentor program with community volunteers. The mentors attend monthly meetings at Kimmons with their mentees.

Kimmons has Cafecito Meetings for Spanish-speaking parents. The Cafecitos are used to help get school and community information out to our Spanish-speaking parents and to get feedback from those parents.

**6: 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*

***6.1:*** *How and when (month/year) does the School conduct the 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) ]*

Kimmons will hold the annual Title 1 meeting in August of 2026; this meeting is in conjunction with the open house. The meeting will inform parents of the requirements of Title I and the school's participation. It also addressed the parents' right to be involved. These meetings will be presented in multiple languages.

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

Describe the process the 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 that 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)]*

The committee will use information gathered from the following sources to create and make changes to the School-Parent Compact. The compact will be given to all students and parents at the beginning of the year as a paper copy and will be shared on the school website. The committee is made up of teachers, parents, and school staff, who will determine the effectiveness of the parental involvement plan and school compact and make changes if warranted.

The school will engage parents through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents, and school staff. Collected evidence about satisfaction with the program and the school's efforts

to increase parental involvement will be a part of the evaluation. The survey will collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth.

The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.

The compact will include information on the following:

2 parent-teacher conferences are held each year, one in the Fall and one in the spring. This will allow teachers and students the opportunity to discuss students' academic performance in the classroom and discuss ways for the students to be successful.
Progress reports are sent home 4 times a year, and quarterly grades.
Parents have access to Schoology so they can regularly check students' grades.
Parents' access to LiveSchool so they can see the positive and negative activity of students in each classroom. They can also see teacher comments and feedback on the students.
Parents will be encouraged to contact teachers with concerns through email and phone.
Teachers will have conference time available throughout the week for parents to set up meetings with the teachers.

**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*

***8.1:*** *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)]*

***8.2:*** *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)]*

Parents will be able to give input on how Title 1 parent and family engagement activity funds are used through the parent survey and needs assessment. Parents will also have the opportunity to serve on the parent involvement committee, which will review assessments and help determine how funds will be used.

**Assurances**

*Please read the following statements closely. By checking these boxes, the School understands the legal requirements and will meet them accordingly.*

**Required...your form will not save unless all boxes are checked.**

**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 to ensure 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]*

**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)(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
The informational packet
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
*[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)]*

| School Information |
|---|

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|---|---|
| **School Name:** | Dora Kimmons Middle School |
| **School Engagement Facilitator Name:** | Cassidy Hodge |
| **Plan Revision/Submission Date:** | 5/22/2026 |
| **District Level Reviewer Name, Title:** | |
| **District Level Approval Date:** | |

**Committee Members, Role**
*(Select "Repeat" to open more entry fields to add additional team members)*

| First Name | Last Name | Role *(Teacher, Staff, Parent, Student, or Community Member)* |
|---|---|---|
| Dr. Shawn | Hinkle | Principal |
| Cassidy | Hodge | Parent Facilitator/Counselor |
| Silvia | Picazo | Parent |
| Blanca | Gonzalez | Building ELL Coordinator |
| Kelly | Remy | Media Specialist |
| Vicky | Lara | Registrar |
| Rocio | Johnson | PTA President |

**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

Find additional guidance on the DESE Parent and Family Engagement Requirements webpage. For any questions about completing this form or meeting legal compliance, please contact the DESE Engagement Unit at ade.engagementmatters@ade.arkansas.gov or 501-371-8051.

## District Reviewer Responses

**Section 1 - Jointly Developed**

Changes Required

Compliance is Met

**Comments:**

**- Section 2 - Communication**

Changes Required

Compliance is Met

**Comments:**

**Section 3 - Building Staff Capacity**

Changes Required

Compliance is Met

**Comments:**

**Section 4 - Building Parent Capacity**

Changes Required

Compliance is Met

**Comments:**

**Section 5 - Coordination**

Changes Required

Compliance is Met

**Comments:**

**Section 6 - Annual Title I Meeting**

Changes Required

Compliance is Met

**Comments:**

**Section 7 - School-Parent Compact**

Changes Required

Compliance is Met

**Comments:**

**Section 8 - Reservation of Funds**

Changes Required

Compliance is Met

**Comments:**