

**Cabot Panther Academy
Family and Community Engagement Plan**

School Name:

Cabot Panther Academy

Facilitator Name:

Dana Marvin

501-743-3520

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Plan Review/Revision Date:

April 2021

District Level Reviewer, Title:

Terena Woodruff, Director of Counseling

Jordan Boris, District Social Worker

District Level Approval Date:

June 2021

Committee Members, Role:

Dana Marvin, Family and Community Engagement Facilitator

Carrie Lair, Principal

Mallorej Jones, Assistant Principal

Nicole True, Counselor

Austin Taylor, Teacher

Heather Reynolds, Parent Representative

Amanda Burks-Johnson, Parent Representative

Danielle Riley, Parent Representative

Kimberly Harper, Parent Representative

Kaylin Harper, Student Representative

Bailey Riley, Student Representative

Cailee Johnson, Student Representative

Sydney Andrews, Student Representative

Skylar Rea, Community Volunteer

1: Jointly Developed

(Describe/List how parents will be involved in the development of the school Family and Community engagement plan and how parents will be involved in the planning, review, and improvement of Family and Community engagement programs.)

- The Family and Community Engagement Committee will meet before the submission of the Family and Community Engagement Plan to discuss the components of the plan and the changing needs of parents and the school. (Dana Marvin, May 2021)
- The Family and Community Engagement Committee will review, evaluate and update the plan annually, starting in May of 2021 before submitting next year's plan on August 1, 2021. (Dana Marvin, May 1 - August 1, 2021)
- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way. (Dana Marvin, May 1, 2021 - May 1, 2022)
- There will be regular meeting opportunities as requested by parents to ensure all families are adequately represented in a variety of roles. (Dana Marvin, Carrie Lair, May 1, 2021 - May 1, 2022)
- Parents will be given the opportunity to complete two surveys per school year. This allows them to give feedback by rating different categories such as communication, accessibility, overall satisfaction, etc. Parents also have the opportunity to list areas they would like to see improve. The district sent out a survey and the results were that parents requested a combination of onsite and distance learning. (Dana Marvin, October and March)
- Parents will have the opportunity to participate in a PTSO if they choose. (Heather Reynolds, May 1, 2021 - May 1, 2022)

2: Annual Title I Meeting

Cabot Panther Academy is not recognized as a Title I School.

3: Communication

(Describe/List how the Family and Community engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

- Dana Marvin is The Family and Community Engagement Plan building facilitator and can be reached at 501-743-3520 by phone and Dana.marvin@cps.k12.ar.us by email.
- The Family and Community Engagement Plan will be available on the Cabot School District website by August 1st.

- The online plan will include an informational section that describes the plan. A paper copy of the packet will be available in the parent center at Cabot Panther Academy for those parents who are unable to access the online copy. (Carrie Lair, Dana Marvin, August 2021)
- The informational packet would include a description of the plan, recommended roles and ways for families to be involved, a schedule of activities, and our system of regular two-way communication. (Carrie Lair, Dana Marvin, August 2021)
- Parents will be made aware of this at Parent/Teacher Conferences and signatures will be obtained electronically during new-student and back to school registration in the registration pathway acknowledging that they have received information of where to locate the plan. (Dana Marvin, October 2021)
- The school has a website with staff contact information, useful links and a calendar of events. The website also has a live binder of parent resources. Homework assignments, grades and pertinent classroom information are available on Edmentum. Also, parents can access their child's attendance through the Home Access Center (HAC). (Dana Marvin, ongoing)
- A system of regular two-way communication includes advisors contacting parents on a weekly basis to communicate about their student's progress and strategies for improvement for working from home. (Carrie Lair, ongoing)
- Edmentum provides parents with updates regarding their student's academic progress weekly. (Dana Marvin, ongoing)
- The school has a monthly newsletter that is sent out electronically, as well as sent home on paper, if requested. This contains important dates of school activities, parenting tips on how they can be involved, upcoming events and contact information. (Dana Marvin and Carrie Lair, ongoing)
- The Remind Application is used to send text messages to students and parents. This is helpful as a reminder of school events happening in the near future and deadlines of which school families should be aware. Students and parents can also initiate a message that will go solely to the teacher/advisor. (Breanne Selah, ongoing)
- Cabot Panther Academy will use social media (Twitter, Instagram and Facebook) to publicize announcements. Social media will also be used to recognize student achievement, teacher recognition, etc. (Carrie Lair, Mallore Jones, Liz Massey; ongoing throughout the 2021-22 school year)
- Parent meetings are offered at various times in various formats including, before school, after school and during teacher plan time. Twice a year, parent/teacher conferences are held in the evenings and alternatively scheduled as necessary. Stakeholders may attend in person or virtually. (Carrie Lair, October 2021, March 2022, ongoing)
- Cabot Panther Academy will elicit a survey to families for volunteer interests and opportunities and solicit ideas for other types of volunteer efforts during Open House, orientation, teacher emails, Parent-Teacher Conferences, etc. (Carrie Lair, Dana Marvin; monthly stakeholder meetings)
- Parent feedback will be obtained through a survey to gain volunteer interests thus allowing Cabot Panther Academy to establish recommended activities for parents to be involved. (Carrie Lair, Dana Marvin, October 2021, March 2022, ongoing)

- Cabot Public Schools uses Transperfect which is a translating service that allows us to call parents that do not speak English. The FACE plan is written in an understandable and uniform format in a language parents can understand. (Carrie Lair, ongoing)

4: School-Parent Compact

Academic Center of Excellence and Panther Academy is not recognized as a Title I school.

5: Reservation of Funds

Academic Center of Excellence and Panther Academy is not recognized as a Title I school.

6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

- Cabot Panther Academy will continue to work with families should the need arise in the 2021-2022 school year and in the future. (Nicole True, ongoing)
- Cabot Panther Academy will utilize community resources to meet needs of students. (Nicole True, ongoing)
- Cabot Panther Academy will coordinate with a representative from UALR's Financial Aid Department to come in November to present engagement activities to include information on how to apply for state and federal financial aid (FAFSA) for postgraduate education. (Nicole True, November 2021)
- In the fall semester, we will hold a College and Career Day to coordinate and integrate college and career readiness resources. Last year we had 6 local businesses and 10 colleges/technical schools attend. We will also plan to have virtual college visits throughout the school year (Nicole True, Dana Marvin, Fall 2021 and ongoing)
- In August, we hold a student/parent orientation. This allows us to promote and support responsible parenting by going over information the parents need to help their student be successful. Parenting resources are located in the Parent Center at Cabot Panther Academy (Carrie Lair, PTSO, August 2021)
- At this orientation, we will also discuss the procedures for distance learning, should it be needed, as outlined in our school improvement plan, specifically in the areas of reading and writing. (Carrie Lair, PTSO, August 2021)
- The Cabot Panther Academy school counselor holds group counseling sessions twice per week to focus on social/emotional learning topics and other resources that engage our students to become college and career ready. (Carrie Lair, Mallore Jones, Nicole True, Terena Woodruff, ongoing)

- The business teacher and JAG Specialist, has guest speakers come in from local businesses to discuss job opportunities, what employers expect, education requirements, and payroll. (Beverly Williams, ongoing)
- Cabot Panther Academy will consider creating an advisory committee composed of alumni to give input to increase support. This committee would work alongside the staff and PTSO to provide opportunities for other school programs to be strengthened. (Carrie Lair, Ongoing)
- Parents will have the opportunity to enable and participate in a Parent-Teacher-Student Organization (PTSO) if they choose. As a member of the PTSO, parents will provide input and guidance on programs and resources that strengthen other school programs and office suggestions and recommendations for distance learning specifically in the areas of reading and writing. (Heather Reynolds, May 1, 2021 - May 1, 2022)
- FACE and School Improvement Plan have been aligned to have a focus on reading, writing, and distance learning . (Carrie Lair, Dana Marvin, June 2021)

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student's academic success.)

- In September, we will provide a description/explanation of the Edmentum curriculum for parents. This will allow parents to see how Edmentum works and ask any questions they may have. (Dana Marvin, September 2021)
- The Parent Center, located in the room next to the front desk, may be used by parents to check out materials, use a computer to check grades, and visit educational websites. Families can check out educational board games that focus on increasing parental involvement and student engagement. Parents can check out books focused on a variety of student social and emotional needs. The Parent Center will be open during school hours and during evening parent events. It allows Cabot Panther Academy to promote and support responsible parenting. (Dana Marvin, ongoing)
- Regular parent involvement meetings such as stakeholder meetings are scheduled monthly. (Dana Marvin, ongoing)
- ACT Aspire scores with explanations will be sent home to parents during Parent/Teacher Conferences held in October 2021. Student academic progress is discussed during these conferences. Interventions are put in place as necessary. (Carrie Lair, Mallore Jones, October 2021, March 2022)
- NWEA-MAP Family Reports will be sent home for 7th and 8th graders. This report satisfies the requirements of ACT 904 of 2017 providing an independent reading level for students. (Carrie Lair, Mallore Jones, October 2021, March 2022)

- Parent information and tips will be included in the monthly newsletter. (Dana Marvin, Heather Reynolds, ongoing)
- During interviews and Parent/Teacher conferences, parents, students, and advisors work together to discuss course selection, college/career opportunities, and post-secondary plans. (Advisors, Nicole True, ongoing)
- Cabot Panther Academy will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: Arkansas Academic Standards, state and local assessments, strategies to support student achievement, how parents can partner with the teacher to support achievement, role play and demonstration by trained volunteer, the use of and access to DESE website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at home parental instruction approved by DESE. (Carrie Lair, Nicole True, ongoing)

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents' assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for Family and Community engagement activities.)

- Cabot Public Schools use Shoebox to track professional development requirements for teachers. These requirements are checked by administrators and CAO. (Carrie Lair and Mallorej Jones, ongoing)
- The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective Family and Community engagement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. This is required on a yearly rotation but is not required in the 2021-2022 school year. (Carrie Lair, ongoing)
- All teachers are required to have Science of Reading (SOR) training. Teachers can help parents understand how to help their student become a better reader. (Carrie Lair, August 2021)
- Classified staff will participate in Trauma training (Pamela Rogers, ongoing)
- Parent/teacher conferences held a minimum of twice per year are used for teachers to give parents tips and ideas of how to help their students succeed. Cabot Panther Academy understands that parents play an integral role in student learning and value their contributions. Cabot Panther Academy allows parents into the school to seek support and assistance and is open to individual conferences as needed in order to help build ties between home and the school. (Carrie Lair, ongoing)

- The school's policy handbook will include the process for resolving parental concerns. This will include how to define a problem, whom to approach first, and how to develop solutions. Parents are introduced to the school district app to report bullying concerns. (Carrie Lair, Mallorej Jones, ongoing)
- Cabot Public Schools uses Transperfect which is a translating service that allows us to call parents that do not speak English. Translators attend meetings and contact parents to translate written material sent home. (Carrie Lair, ongoing)
- Cabot Panther Academy acknowledges parents play an integral role in student learning. It is the expectation of staff and faculty to value the contributions of all parents. Cabot Panther Academy will work to ensure teachers and staff are equipped with the proper tools to effectively reach out to parents, keeping two-way communication, helping to ensure their student has a successful school year. (Carrie Lair, Mallorej Jones, ongoing)
- Cabot Panther Academy will respond to requests for parent and family engagement activities. (Carrie Lair, ongoing)