

Southside Family and Community Engagement Plan

School Name:

Southside Elementary

Facilitator Name:

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(501) 743-3567

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:

Kera Gross, Facilitator, Counselor
Amy Morrow, Principal
Melissa Fureigh, Assistant Principal
Brittney Howard, Parent & PTO Member
Cassie Ungerank, Parent & PTO Member
Julie Pritchett, 1st Grade Teacher
Jordan Kincheloe, 1st Grade Teacher, Parent of 2nd Grader

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 school will involve parents in the development of the school Family and Community Engagement plan over online platforms such as Zoom. (Kera Gross, Spring 2021)
- The school will involve parents in the review, update, and improvement, at least annually, of the school Family and Community Engagement plan to meet the changing needs of parents and the school. (Kera Gross, Spring 2021)
- Parents will be given an interest survey at the end of each school year to gather information about the activities to support their child academically. (Kera Gross, Spring 2021)
- Results of the parent interest survey will be used to plan the Family and Community Engagement activities for the year. Parents indicated a desire for all PTO and other meetings to be offered virtually as well as in person. Parents also indicated a desire for a pacing guide of instruction to support virtual learning if required. (Kera Gross, ongoing)
- The school will work to ensure adequate representation of parents of participating children in the process in a variety of roles. (Kera Gross, Spring 2021)
- If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate in decisions related to the education of their children, and respond to any such suggestions as soon as practicably possible. (Amy Morrow, Kera Gross, classroom teachers, ongoing)
- The school will coordinate between the school needs assessment and this plan to ensure that parental involvement is a part of supporting the school needs. (Kera Gross, Melissa Fureigh, Spring 2021)
- The school will enable and communicate with the Parent and Teacher Organization (PTO) to discuss needs of the school, and the needs of the parents. (Amy Morrow, Kera Gross, ongoing)

2: Annual Title I Meeting

(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents' rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised Family and Community Engagement policy.)

Southside Elementary is not an identified Title I school.

3: Communications

(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.)

- The School Family and Community Engagement Plan will be posted on the district website by August 1 for parents to access. Printed copies will also be available upon request. Southside Elementary will ensure that the plan is understandable and in a uniform format, in a language parents can understand (Melissa Fureigh, Kera Gross, Liz Massey, October 2021)
- Parents will be able to contact the Family and Community Engagement facilitator, Kera Gross, at any time by email (kera.gross@cps.k12.ar.us) or phone (501-743-3567) . (Kera Gross, Spring 2021)
- Parent signatures acknowledging the plan is available on the schools website will be collected during online back to school and new student registration. (Kera Gross, ongoing)
- At the beginning of the school year, parents will receive an informational packet including a description of the FACE plan, recommended roles and ways for families to be involved, a survey of volunteer interests, a schedule of school activities and ways in which Southside Elementary engages in a system of regular two way communication. (Kera Gross, Fall 2021)
- Southside's system of regular two way communication includes, but is not limited to the following:
 - The school principal will distribute a bimonthly newsletter (Smores) to parents that is developed with participation of the PTO, staff, and parent volunteers. It includes school news and a calendar of school activities. (Amy Morrow, ongoing)
 - Parents can access their child's grades using a PIN number they received at the beginning of the school year. Parents may use email to communicate with members of the school staff. (Bobbi Atkinson, Fall 2021)
 - Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to check the folder and send it back to school. (Amy Morrow, classroom teachers, ongoing)
 - Teachers will routinely contact parents on an individual basis to communicate about their child's progress. (Amy Morrow, classroom teachers, ongoing)
 - The school will provide parents reports/report cards every nine weeks with information regarding their child's academic progress and upcoming classroom and school events. (Amy Morrow ongoing)
- Parents are encouraged to communicate with their child's teacher through phone calls, emails, Remind 101, Class Dojo, or other various methods used by their child's teacher. (Teachers, ongoing)
- Teachers will send weekly, or bimonthly newsletters home containing skills to be taught and upcoming class events. (Amy Morrow, classroom teachers, ongoing)

- The school will provide announcements and share pictures of special school events on a School Facebook account. (Amy Morrow, ongoing)
- The school will send out Remind 101 messages to share about reminders and upcoming events. (Amy Morrow, ongoing)
- The meetings will be held at various times during the day or evening, and in various formats such as Zoom to better accommodate parents. (Amy Morrow, ongoing)
- In order to communicate with all parents in a language they understand, the school has been provided access to Transperfect remote translation services. (Melanie Duerkop, ongoing)
- Parents will complete an interest survey to gather information about activities that would be beneficial to support their child academically. (Kera Gross, Melissa Fureigh, Spring 2021)
- Results of the parent interest survey will be used to plan the Family and Community Engagement activities for the year, such as, but not limited to ways to improve school instruction if we are required to transition to remote instruction. (Kera Gross, ongoing)
- The school will evaluate the activities from the survey part of the annual Family and Community Engagement plan evaluation. (Kera Gross, Spring 2021)

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.
Southside Elementary is not an identified Title I school.

5: Reservation of Funds

(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for Family and Community Engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for Family and Community Engagement activities and programs and how parents will be involved in providing input into how the funds are used.)
Southside Elementary is not an identified 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.)

- Southside Elementary will utilize community resources including, but not limited to, Modern Woodmen of America, Sonic, Hope's Closet, Junior Auxiliary, Renew Church, New Life Church in Cabot, Mt. Caramel Baptist, Cabot Church of Christ, Centennial Bank, Feed the Vets, Fire Department, Wade Knox, and Guest Speakers from local News Channels to support student needs in various forms such as, but not limited to, providing food for the backpack buddy program, Thanksgiving food bags for families, clothes for students in need, shoes for students in need, dental screenings for students, and turn on utilities for students in need. (Kera Gross, ongoing)
- Southside Elementary will engage in activities that will use the community resources listed above to strengthen school programs. (Kera gross, ongoing)
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning. (Amy Morrow, and classroom teachers ongoing)
 - Classroom Volunteers
 - Veteran's Day
 - Book fair helpers
 - Grandparents Day
 - One Book, One School
 - Field day Volunteers
 - Family reading night
 - Cookies with Santa
 - Musical Programs
 - Parent education workshops
 - Open House
 - Parent Teacher Organization
 - Red Ribbon week
 - PALS
 - Various committees
- The school will enable and coordinate with PTO. (Amy Morrow, Kera Gross ongoing)
- The school will consider creating an alumni advisory association. (Amy Morrow, ongoing)
- The school will integrate early childhood and college/career readiness resources through collaboration with parent and community resources. Examples include transition visits for PreK and 4th grade and a Career/My Future Story event. (Amy Morrow, Kera Gross, ongoing)
- The school will promote and support responsible parenting by providing resources in the parent center, parent nights, and the school newsletter. (Amy Morrow, Kera Gross, ongoing)
- The school will enable the PTO to support military families with being a Purple Heart School. (Kera Gross, ongoing)
- The school will provide resources to families who are homeless, or lack a permanent residence by connecting them to community supports. (Kera Gross, ongoing)

- The school will provide food to students in need through the Backpack Buddies program. Each fall, families will get the opportunity to enroll in the Backpack Buddies Program. (Kera Gross, ongoing)
- The school improvement needs assessment will include family and community engagement questions to identify strengths and challenges. (Kera Gross, Fall 2021)
- The goals of the school improvement process and the family and community engagement process will be aligned, as well as comprehensive and coordinated. (Kera Gross, Melissa Fureigh, Spring 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.)

- PTO meetings will be held regularly throughout the school year. These meetings will be attended by parents, teachers, and administration. (Amy Morrow, Fall and Spring)
- Teachers will provide parents with a proper explanation of the curriculum and how it impacts their child's learning at conferences, and as needed. (Amy Morrow, and Classroom Teachers, ongoing)
- Parents will be given reports from the state-mandated assessments along with an explanation. (Amy Morrow, Fall 2021)
- Parents will be given report cards every nine weeks along with descriptors in the report card to communicate what the expectations are for each standard measured in the report card. (Amy Morrow, ongoing)
- In order to promote responsible parenting, Southside Elementary will 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 volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation as part of the Health and Wellness plan and other strategies or curricula developed or acquired by the school district for at home parental instruction approved by the Department of Education. (Amy Morrow, ongoing)
- Parent Education Nights will be held regularly in an online platform based on topics gathered from parent interest surveys. (Kera Gross and Classroom Teachers, ongoing)
- A school Parent Resource Center is located in the first hallway on the right when you first walk in the building. The Parent Center will be open Monday through Friday, 7:30-4:00. The Parent Resource Center will be updated with resources to support parents in their child's education. Teachers can gather materials for parents based on student needs. (Kera Gross, ongoing)

- An online parent center is posted on the school website, and sent out to parents in the administrator's Smore updates. (Amy Morrow, Kera Gross, ongoing)
- A list of online resources for parents will be given out to parents at Fall conferences. (Kera Gross, Fall 2021)
- A list of essential standards and volunteer opportunities will be given out to parents at open house. (Kera Gross, Fall 2021)
- Parents will have access to resources through the student handbook, school website, signage at the school entrance, and parent meetings. (Amy Morrow, ongoing)
- Scootpad and Mobymax learning platforms will be provided to students to enhance learning at home as well as in the classroom. (Amy Morrow, 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.)

- Teachers will participate in district-approved professional development as needed in areas including, but not limited to, parents' integral role in student learning, how to communicate and work with parents as equal partners, implementing programs to increase the home school connections, and welcoming parents into the school community. (Amy Morrow, Sherri Jennings, 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 suicide prevention. 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. (Amy Morrow, Sherry Jennings, as determined by DESE cycle)
- Novice teachers will be paired with a mentor teacher in the building to guide, support and answer any questions the novice teacher may have. (Amy Morrow, ongoing)
- The school will recognize that parents play an integral role in student learning, and will value the utility and contribution of parents. (Amy Morrow, classroom teachers, ongoing)
- The school recognizes that parents are a full partner in their child's education and will respond to a parents request for Family and Community Engagement activities. (Kera Gross, ongoing)
- The school handbook is on the district website and parents acknowledge when they register their child each year that they have access to the handbook.

Hardcopies are also available at the school upon request. (Amy Morrow, Fall 2021)

- The school recognizes that a parent is a full partner in the school and they will be made aware that the process for resolving conflict is included in the District Student Handbook. (Michael Byrd, ongoing)
- Southside Elementary will ensure that all information provided to parents will be in a format and language they can easily understand. (Amy Morrow, Kera Gross, ongoing)