

**Cabot High School
2017-2018
Parent and Family Engagement Plan**

1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

- CHS Website along with teacher websites make available to parents important classroom and academic information (Jill Weir, August 2017 – May 2018, 501-843-3562).
- Cabot Public Schools' utilizes Home Access Center (HAC) to give parents the ability to access their child's grades using a provided username and password (Chuck Johnson and Christy Rogers, HAC Facilitators; Classroom teachers; August 2017 – May 2018, 501- 843-3562).
- CHS provides report cards to parents every 9 week grading period with information regarding their child's academic progress (Brandi Koski, Registrar; August 2017 – May 2018, 501-843-3562
- District Wide Phone Messaging System to remind parents/guardians of important dates and upcoming events (Pam Carter & Liz Massey, August 2017 – May 2018, 501-843-3363).
- Remind 101 (Classroom teachers, August 2017 – May 2018, 501-843-3562).

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

- CHS will offer parents the opportunity to attend parental involvement meetings throughout the school year. These meetings will provide information to help parents enhance their child's education, as well as to provide opportunities to volunteer/ help support their child's classroom/school (Shannon Southard, Parent & Family Engagement Facilitator; August 2017 - April 2018, 501-843-3562).
- CHS will encourage parents in the following types of roles and activities to increase their involvement and support for student learning (Shannon Southard, Parent Involvement Coordinator; Henry Hawkins, Principal; Nicole Gatewood, Alana Graham, Charlie Donham, Adam Koehler, & Brad Tarvin, Assistant Principals; Jill Weir, Media Specialist; August 2017 - May 2018, 501-843-3562)
 - New Student/Sophomore Orientation Seminars
 - Open House
 - Parent-Teacher Conferences, October 2017 & March 2018
 - Pre-AP & AP Parent Meeting
 - CHS Parent, Teacher, Student Organization (PTSO) Meetings
 - Booster Clubs (Band, Choir, Forensics, Athletics)
 - Clubs/Organizations (Student Council, Builders Club, NJHS, FBLA)
 - Financial Aid Night
 - Transition Fair
 - Senior Parent Breakfasts

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

- CHS will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents, encouraging them to become involved in the school (Shannon Southard, Parent & Family Engagement Facilitator; August 2017 - May 2018, 501-843-3562).
- CHS will offer brief training sessions that will provide parents with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful (Shannon Southard, Parent & Family Engagement Facilitator; Martha Guinn, Secretary; August 2017 - May 2018, 501-843-3562).
- 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 parental involvement strategies. No fewer than two (2) 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.

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

- School Improvement planning committees. Plan will be evaluated yearly (Shannon Southard, Parent & Family Engagement Facilitator, August 2017 – May 2018, 501-843-3562).
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement (Christy Rogers, Classroom Teacher; Henry Hawkins, Principal; August 2017 – May 2018, 501-843-3562).
- Cabot High School Parent, Teacher, Student Organization (PTSO) offers parents and community members the opportunity to be involved with the school (Shannon Southard, Parent Involvement Coordinator; August 2017 – May 2018, 501-843-3562).

6. How will your school provide resources for parents?

- Create/maintain a Parent Center. CHS Media Center is always available for parents to checkout materials, use computers to check grades, and/or visit educational web sites. A suggestion sheet will be available for parental input. The resource center is open at hours convenient to parents. Most activities in the main building that extend the school day also extend the hours of the Media Center (Shannon Southard & Jill Weir, Library Media Specialists; August 2017 – May 2018, 501-843-3562).
- To promote and support responsible parenting, CHS shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting

through the school library. These materials are available for parents to check out (Shannon Southard & Jill Weir, Library Media Specialists; August 2017 – May 2018, 501-843-3562).

- CHS will distribute informational packets each year that include a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions for ways parents can become involved in their children'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 (Shannon Southard, Parent & Family Engagement Facilitator; Henry Hawkins, Principal; October 2017, 501-843-3562).
- Cabot Public School District's handbook does include the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions (District Officials, August 2017 – 2018, 501-843-3562).
- CHS Principal will appoint a Parent Involvement Coordinator (Henry Hawkins, Principal; August 2017, 501-843-3562).

8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?

Cabot High School will use the information gathered from parents and families as the basis for offering the following opportunities for parent and family engagement activities throughout the 2017-2018 school year.

- New Student/Sophomore Orientation Seminars; Henry Hawkins, 501-843-3562
- Pre-AP & AP Parent Meeting; Melissa Elliott, 501-843-3562
- CHS Parent, Teacher, Student Organization (PTSO) Meetings, Shannon Southard, 501-843-3562
- Booster Clubs (Band, Choir, Forensics, Athletics); Rusty Hart, Maggie Ashwood, Jennifer Akers, Mike Malham 501-843-3562
- Clubs/Organizations (Student Council, Skills USA, NHS, FBLA) Tasha Rowe, Jimmy Carpenter, Shelby Davis, Tammy Davis 501-843-3562
- Financial Aid Night, Jayne Snyder 501-843-3562
- Transition Fair, Marian Souza 501-843-3562
- Senior Parent Breakfasts, Shannon Southard & Jill Weir 501-843-3562

Shannon Southard is the 2017 – 2018 Parent & Family Engagement Facilitator. Her email address is Shannon.Southard@cps.k12.ar.us, and she can be reached by phone at (501) 843-3562 (Henry Hawkins, Principal; August 2017).

Parental Involvement Committee Members: Gill Guzman, Jill Weir, Debbie Woods, Shanna Garriga, Becky Benefield, Shannon Southard, Hannah Fritts, Henry Hawkins, Nicole Gatewood