

AR
 Maynard Elementary School (Maynard School District)
 74 Campus Drive
 Maynard AR 72444
 870-647-2595

School Engagement Plan

Please read over the updated form closely. Note the new Assurances section allows you to confirm practices that are *required* but do not need further elaboration. In the response fields, please 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)]

Maynard Elementary School recognizes the need for a strong parental and community involvement in the educational process of each of our students. Research has shown that parental involvement results in increased student success, increased parent and teacher satisfaction and overall improvement in school.

In compliance with ACT 307 of 2007 (amended ACT 603 of 2003) and ACT 397 of 2009, Maynard Elementary School provides the following opportunities for parents and families to be involved and informed in their child's education: A parent center coordinator for the Maynard Elementary School will help train parent volunteers as needed throughout the school year.

- A parent resource center will be opened during the year that will be stocked with supplies and tools needed by the parents and parent volunteers.
- Materials and training will be provided upon request to help parents assist their child to improve academic achievement.
- Informational handouts regarding parenting information will be available at Parent/Teacher Conferences and various other events.
- Parenting magazines will be available in the Parent Center.
- A clothing closet will be maintained at the parent center to assist families who are in need of clothing for their children.

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)]

Open House/Orientation will be held before the first day of school to welcome families and students to Maynard Elementary. Parents will have the opportunity to meet with teachers, administration, and to tour the school.

- An annual meeting will be held September 13, 2022 to inform parents of the school's participation in Title I, Part A programs and explain the requirements of the program. A Public Meeting will be held annually to inform the community on the status of the school including what students will be learning, how students will be assessed and how parents may assist their child.

- Parents are informed of the District Title I Meeting and are encouraged to engage in conversation about the school improvement plan.

- A Kindergarten Registration will be scheduled prior to the school year to introduce kindergarten students and parents to teachers and administration and to familiarize the students and parents to the school.

- A School-Parent Compact acknowledging the partnership between the students, staff and parents to improve student achievement.

- School staff, parents, and students develop a School-Parent-Student Compact acknowledging the school's, parents', and students' responsibility in maintaining partnership to help students achieve standards. All stakeholders will sign the compact.

- We will use the results from the Parental Involvement survey to consider what parents value about the school district and their children's education.

- A student folder will be sent home as needed to inform parents of homework or various classroom information.

- ◻ A weekly overview will be sent home. It will inform parents of the skills their kids are working on.

- Progress reports will be sent home at the midpoint of each quarter.

- Report cards will be sent home at the end of each quarter.

- A school website is maintained to serve as a communication tool between the school and the public.

- Parent/Teacher conferences will be held October 20, 2022 and March 16, 2023 to monitor the progress of the students and to give parents another opportunity to communicate to teachers.

- The school website will publish monthly school board meetings for parents wanting to attend.

- Parent volunteer meetings will be held throughout the school year.
- A parental involvement survey, assessment, and evaluation are sent home each year to get parent feedback on our parental involvement efforts.
- o We review the responses of the Parental Involvement Survey, Assessment, and Evaluation to see what parents' interests are and plan activities that coincide with their interests.

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:*

- o *the value and utility of contributions of parents [Title I schools]*
- o *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
- o *how to implement and coordinate parent programs and build ties between home and the School [Title I schools]*
- o *how to respond to parent requests for parent and family engagement activities [Title I schools]*
- o *that parents play an integral role in assisting student learning [all schools]*
- o *how to welcome parents into the School and seek parental support and assistance [all schools]*
- o *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)]

Special Programs and Events

- Open House – August 9
- Annual Title I Meeting – September 13
- Parent/Teacher Conferences – October 20 & March 16
- Pioneer Days School Night – September 15
- Maynard Elementary School sponsors a variety of school programs and events. Parents are provided with an opportunity to volunteer for these activities.

Activities include but are not limited to:

- Pioneer Days "School Night"
- Hooked on Fishing Not on Drugs Fishing Tournament
- Athletic Activities
- Music Programs
- Red Ribbon Week
- Safety Programs
- Reward Trips
- Track and Field Day

- Book Fair
- End of the year awards programs

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 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)]

Information to parents and volunteer opportunities

- We use the district Facebook page and School Reach to inform parents of different opportunities to volunteer throughout the school year.
- Parent volunteer meetings will be scheduled during the school year at flexible times.
- Family information packets containing necessary forms and information required for the beginning of school will be sent home to parents.
- A student handbook describing policies, requirements, calendars, dress code, and phone numbers will be sent home at the beginning of the school year.
- Parents will be given the school web address information for viewing the school webpage.
- Parents will be given instructions for viewing student grades on HAC program.
- A list of Department of Education and other educational and parenting websites will be posted on the school web page.
- A parent volunteer program encourages parents to volunteer at school or at home in a variety of ways.
- Training for parents will be available as needed for Parent Volunteers.
- Parent surveys will be sent home for parents to list their desired ways to volunteer.
- Parent volunteers may assist with intramural Pee Wee basketball, as allowed due to COVID regulations.
- Parents may volunteer to help during School Night in September during Pioneer Days.
- Parents may volunteer to help in the Book Fair during the school year, as allowed due to COVID regulations.
- Parent volunteers may help with trips, class, or organizational activities held throughout the year, as allowed due to COVID regulations.

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)]

To ensure our parents and families are involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parent and family engagement activities they are surveyed each May to seek input regarding our school district. This input will be reviewed each summer with the leadership team members to discuss goals and action plans for improvement and continued success.

To ensure the funded activities and strategies are consistent with the district parent and family engagement policy

we invite and encourage all parents to be a part of the parent and family engagement committee that will meet throughout the school year to assist in planning parental events, supporting the teaching staff and students, fundraising events, improving school-home communication efforts, and increasing positive parental involvement within the school district.

Parents are encouraged to become involved. We are a very small district and do not have a Parent Teacher Association but would welcome one if enough parents wanted to form one.

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)]

An annual meeting will be held September 13, 2022 to inform parents of the school's participation in Title I, Part A programs and explain the requirements of the program. A Public Meeting will be held annually to inform the community on the status of the school including what students will be learning, how students will be assessed and how parents may assist their child.

o Parents are informed of the District Title I Meeting and are encouraged to engage in conversation about the school improvement plan. Notices of the meeting are posted on the school website, school Facebook page, and advertised in the local newspaper and radio station.

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)]

School staff, parents, and students develop a School-Parent-Student Compact acknowledging the school's, parents', and students' responsibility in maintaining partnership to help students achieve standards. All stakeholders will sign the compact.

The results from the Parental Involvement survey will be used to consider what parents value about the school district and their children's education.

A student folder will be sent home as needed to inform parents of homework or various classroom information.

A weekly overview will be sent home. It will inform parents of the skills their kids are working on.

- Progress reports will be sent home at the midpoint of each quarter.
- Report cards will be sent home at the end of each quarter.
- A school website is maintained to serve as a communication tool between the school and the public.
- Parent/Teacher conferences will be held October 20, 2022 and March 16, 2023 to monitor the progress of the students and to give parents another opportunity to communicate to teachers.
- The school website will publish monthly school board meetings for parents wanting to attend.
- Parent volunteer meetings will be held throughout the school year.
- ☐ A parental involvement survey, assessment, and evaluation are sent home each year to get parent feedback on our parental involvement efforts.
- o We review the responses of the Parental Involvement Survey, Assessment, and Evaluation to see what parents' interests are and plan activities that coincide with their interests.

Special Programs and Events

- ☐ Open House – August 9
- ☐ Annual Title I Meeting – September 13
- ☐ Parent/Teacher Conferences – October 20, 2022 March 16, 2023
- ☐ Pioneer Days School Night – September 15
- ☐ Maynard Elementary School sponsors a variety of school programs and events. Parents are provided with an opportunity to volunteer for these activities.

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):*
 - o *How is the School spending those funds?*
 - o *How does the School determine the priority of how funds are spent?*
 - o *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)]

Our district receives an allocation less than \$500,000 so we are not required to reserve the 1 percent district allocation. We are a school wide Title I program.

To ensure our parents and families are involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parent and family engagement activities they are surveyed each May to seek input regarding our school district. This input will be reviewed each summer with the leadership team members to discuss goals and action plans for improvement and continued success.

To ensure the funded activities and strategies are consistent with the district parent and family engagement policy the Maynard School District shall invite and encourage all parents at the elementary to be a part of the parent and family engagement committee that will meet throughout the school year to assist in planning parental events, supporting the teaching staff and students, fundraising events, improving school-home communication efforts, and increasing positive parental involvement within the school district.

The building facilitator will conduct an annual review of the effectiveness of the family and community engagement plan in the spring of each school year. This annual review will be prior to the 2022-2023 school year. The annual evaluation will be reviewed to identify the barriers, needs, and strategies for the upcoming school year by each building committee. The building committee will analyze the data to update and review the plan for the following school year. Findings from the evaluation will be used to design evidence-based strategies for more effective parental involvement. Each plan will be approved by the district family and community engagement facilitator. The district family and community engagement committee will meet to review and update the district family and community and engagement plan. The plan will be submitted on Indistar and posted to the school website by August 1, for the 2022-2023 school year.

Parents are given a copy of the student handbook that lists the chain of command for resolving parental concerns and questions at the beginning of the school year. Newsletters are sent out throughout the school year as a reminder for parents. An order of operations chart is located on our district website to assist in this matter.

All certified staff members, including administrators will receive the required hours for parental involvement professional development training.

According to the law, ACT 969, teachers will receive the required (2) hours of professional development in 2022-2023. The administrators will receive (3) hours in addition to the minimum number of hours of professional development training required 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.

Beginning on October 1, 2004, and by each August 1 thereafter, every school shall review and update the parent and family engagement plan and file a copy of the parent and family engagement plan with the Department of Education. When approved the plan will be placed on the district website. Beginning in the 2020-2021 school year, the information will be filed by August 1.

Assurances

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

☒ **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 for ensuring professional development requirements related to parent and family engagement are met and that records are maintained accordingly. (2 hours every 4 years with 2022 being a required year)

[A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709; Standards for Accreditation of Arkansas Public Schools and School Districts July 2020 Standard 4-G.1 Professional Development (D/C)]

☑ **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)]

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](#)

School Name:	Maynard Elementary School
School Engagement Facilitator Name:	Cindy Flurry
Plan Revision/Submission Date:	8/1/2022
District Level Reviewer Name, Title:	Patricia Rawlings, Superintendent
District Level Approval Date:	8/1/2022

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)
Cindy	Flurry	Elementary Parent Facilitator
Penny	Fewins	High School Parent Facilitator
Cindy	Dauck	High School Principal
Lori	Steimel	Elementary Principal
Sarah	Jones	Title I Parent
Amber	Manning	Title I Parent

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)
Stephanie	Cline	Title I Parent
Patricia	Rawlings	District Facilitator
Jeanise	Lawrence	Title I Teacher
Brittany	Byrd	Board Member

(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: