

AR  
 Sunnymede Elementary School (Fort Smith School District)  
 4201 North O. Street  
 Fort Smith AR 72904  
 479-783-6327

### School Parent and Family Engagement Plan

**\*Please note: Your 20-21 plan has been populated below. Please make revisions or delete and paste your updated plan for 21-22.**

[Click to view Required Components Checklist](#)

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<b>School Name:</b>	Sunnymede Elementary School
<b>Facilitator Name:</b>	Erika Rodriguez
<b>Plan Review/Revision Date:</b>	5/26/2021
<b>District Level Reviewer, Title:</b>	Caroline Neel, Supervisor of Curriculum and Federal Programs
<b>District Level Approval Date:</b>	7/23/2021

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#### Committee Members, Role:

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Erika	Rodriguez	Chair- Parent Involvement Committee
Kevin	Weakley	Parent Member
Wayne	Dawson	Parent Member

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#### Committee Members, Role:

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Gloria	Santoya	Parent Involvement Committee
Christy	Thompson	Parent Involvement Committee
Courtney	Pixley	Parent Involvement Committee
Stephanie	Possage	Parent Involvement Committee
Janet	Williamson	Parent Involvement Committee
Julianna	Johnson	Parent Involvement Committee

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#### Committee Members, Role:

***(Select "Repeat" to open more entry fields to add additional team members)***

First Name	Last Name	Position
Lorie	Horn	Parent Involvement Committee
Nichole	Bazar	Parent Involvement Committee
Jenny	Alvarez	Parent Involvement Committee
Mary Beth	McAlvain	Parent Involvement Committee
Brittany	Martin	Parent Involvement Committee
Ana	Garcia	Parent Involvement Committee

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### **1: Jointly Developed**

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

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Staff of the Fort Smith Public Schools understand the importance of involving parents in meaningful communication and consultation in order to develop and foster partnerships that ensure improved student achievement and academic success. To achieve these goals, Sunnymede Elementary shall work to:

- Involve parents in the development of the school parent and family engagement plan
- Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school
- Ensure adequate representation of parents of participating children in the process in a variety of roles
- Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents
- Address opportunities for regular meetings if requested by parents
- (May accomplish collaboration through the coalition of parents and community representatives)

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### **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 parent and family engagement policy.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Annual Title I meeting will be held in December of 2021 to discuss:

- to review and revise parental involvement programs and procedures
- to inform parents of the requirements of Title I and the school's participation
- to inform parents' of their rights under Title I

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### **3: Communications**

*(Describe/List how the parent and family 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.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

District staff will build the school's capacity for strong parental involvement by:

- \*Make the school parent and family engagement plan available to families and the local community
- \*Include contact information for the parent facilitator

Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child

- \*Distribute an informational packet annually to include
- \*Description of Parent and Family Engagement plan
- \*Recommended roles
- \*Ways for a family to get involved in a variety of roles
- \*Survey regarding volunteer interests
- \*Schedule of activities planned throughout the school year
- \*Regular, two-way, and meaningful system for parents/teachers to communicate

\*Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook

- Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary

Offer meetings at various times (such as in the morning and evening)

Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)

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#### **4: School-Parent Compact**

*(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Jointly develop a School-Parent Compact to:

- Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement
- Address 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
- Build and develop a partnership to help children achieve the challenging State academic standards
- Encourage school staff to use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers
- Involve parents in a variety of roles

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#### **5: Reservation of Funds**

*(If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family 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 parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Schools are allocated parent involvement funds which meet the requirements described.

Each year, schools submit how parent involvement funds will be spent with their Title I budget sheet. As far as how schools involve parents in the planning process for the expenditure of these funds, it is on a school-by-school basis. It could be through a survey/needs assessment which is distributed to parents. It could be through the involvement and inclusion of parents on a school committee or leadership team.

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**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.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

- Investigate and, where feasible, utilize community resources in the instructional program
- Coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (applicable to elementary schools), parent resource centers, or other programs that encourage and support parents in fully participating
- Promote and support responsible parenting
- Consider recruiting alumni to create an alumni advisory commission
- Enable the formation of a Parent Teacher Association or organization
- Leaders of said organization will be utilized in appropriate decisions
- Engage in other activities that will use community resources strengthen school programs, practices, and learning
- Ensure the plan is comprehensive and coordinated in nature
- Incorporate this plan into the school's improvement plan
- Encouraging the formation of partnerships between school and local businesses such as the Partners in Education Program.
- Encouraging families to join Parent Teacher Association.

We will also offer either in person or virtually:

- Mentor Program
- Cafecito Program for Spanish speaking families
- Multi Cultural Night for students and families to showcase diversity and different cultures
- Pre-K program and including them to all school activities
- Career Day
- School Speakers
- Clearinghouse

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**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.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

Staff of the Fort Smith Public Schools understand the importance of involving parents in meaningful communication and consultation in order to develop and foster partnerships that ensure improved student achievement and academic success. To achieve these goals, the District shall work to:

- Schedule regular parent involvement meetings
  - Provide parents with a description and explanation of the curriculum in use
  - Provide parents with individual student academic assessment results and interpretation of those results
  - Provide parents with a description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards
  - Provide assistance and instruction to parents of children served by the school in understanding these topics:
  - Arkansas Academic Standards
  - State and local academic assessments including alternate assessments
  - Title I, Part A requirements
  - Strategies parents can use to support their child's academic progress
  - Partnering with teachers to support their child's academic achievements
  - Incorporating developmentally appropriate learning activities
  - Use of ADE website and tools for parents [<http://www.arkansased.gov>]
  - Assistance with nutritional meal planning and preparation
  - How parents of high school students can be involved in the decisions affecting course selection, career planning ,and preparation for postsecondary opportunities
  - Including role play and demonstration by trained volunteers
  - Provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
  - Promote and support responsible parenting
- Establish a parental involvement contact person at each of the District schools. Sunnymede's Parent Involvement Facilitators is Erika Rodriguez.
- Continue to hold meetings of the established District Parental Involvement Council to encourage parental involvement, implement parental involvement activities, and disseminate information to the community.
- Communicate opportunities to parents for participation in parental involvement programs, meetings, and other activities, including those activities and opportunities specific to families of English Learners, Migrant, and Students with Disabilities. Communication shall be, to the extent possible, provided in a language the parents can understand.

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**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 parent and family engagement activities.)*

**Does the School Parent and Family Engagement Plan describe how the school will accomplish each of the required components?**

The following I.D.E.A.S Training will be available:

- PIB18054 is "Family and Community Engagement: Inviting Caregivers and Community Partners into School"
- PIG16079 is "The Arkansas Guide for Promoting Family Engagement through Age Eight"

- PIC14447 is "The Six Components of Parental Involvement for Teachers"

Staff of the Fort Smith Public Schools understand the importance of involving parents in meaningful communication and consultation in order to develop and foster partnerships that ensure improved student achievement and academic success. To achieve these goals, the District shall work to:

Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance
- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school's process for resolving parent concerns

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### **9: Building Capacity - Discretionary**

*(The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.)*

### **Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?**

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(Find complete guidance on the [DESE Parent and Family Engagement Requirements](#) webpage.)

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### **District Feedback**

☐ Attention: Changes Needed!

☒ In Compliance

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### **Comments:**

7/23/21

Very nice work! : )

Please go to the submissions tab and submit your plan. A PDF will be created that you will need to post to your school's website under State Required Information prior to August 1, 2021.