

District Parent and Family Engagement Plan

District Name:	Fort Smith Public Schools
Coordinator Name:	Sarah Biggs
Plan Review/Revision Date:	1/17/2019
District Level Reviewer, Title	Sarah Biggs, Supervisor of Early Childhood Education, Parent and Community Services

Committee Members, Role:

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

First Name	Last Name	Position
Sarah	Biggs	Supervisor of ECE, Parent and Community Services
Martin	Mahan	Assistant Superintendent of Instruction
Kellie	Cohen	Director of Student Achievement and Accountability
Ginni	McDonald	Director of Secondary Education
Mary Ann	Johns	Director of Elementary Education
Jeannie	Cole	Board of Education

Committee Members, Role:

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

First Name	Last Name	Position
Mary	Bellah	Supervisor of Special Programs
Caroline	Neel	Supervisor of Curriculum and Instruction
Felicia	Smith	Supervisor of Instructional Services
Kathleen	Wood Dorn	Director of Adult Education
Sharon	Garcia-Aponte	Parent
Lisa	Passmore	Parent

Committee Members, Role:

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

First Name	Last Name	Position
Kristi	Waller	Parent

Robin	Benham	Community Resource
Erica	Holland	Community Resource

1: Jointly Developed Expectations and Objectives

(Describe/List the District expectations and objectives for parent and family engagement. Describe/List how parents will be involved in the development of the district parent and family engagement policy. Describe/List how parents will be involved in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan and, if applicable, the Comprehensive Support and Improvement and the Targeted Support and Improvement plans. Describe/List how the District will submit to the State comments from parents who deem the LEA Plan unsatisfactory.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

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:

- Involve parents and community in the development of long term planning for District school improvement, including the parental involvement requirements of the Title I program and the parental involvement process.
- Conduct an annual meeting, last held on January, to review and revise parental involvement programs and procedures. A meeting will be held January 19, 2019 to update the Parental Involvement Plan for 2019-2020. The meeting will be facilitated by Dr. Sarah Biggs, Supervisor of Early Childhood Education, and the Parent and Community Services Council Chair. Dr. Biggs can be reached at the Parker Center at 479.784.8182, Ext. 3533.
- Reserve a minimum of 1% of the Title I Part A allocation, 90% going to District Title I schools, for parental involvement.
- Have a coordinated effort for parental involvement activities with those of other programs such as the Early Childhood Education program. For questions concerning these activities, please contact Dr. Sarah Biggs, Supervisor of Early Childhood Education, Parent and Community Services Council Chair. Dr. Biggs can be reached at the Parker Center at 479.784.8182, Ext. 3533.
- Establish a parental involvement contact person at each of the District Title I schools. The schools and school Parent and Family Engagement Facilitators are as follows: Ballman, Karen Williamson; Barling, Kandace Weisenfels; Beard, Audra Efurud; Bonneville, Shannon Rutherford; Carnall, Jennifer Scott; Cavanaugh, Melissa Wesson; Cook, Leslie Stewart; Euper Lane, Karen Meadors; Fairview, Ginnetta Tipton; Howard, Jane Stewart; Morrison, Sherri Ray; Orr, Tracie Gipson; Pike, Cassidy Hodge; Spradling, Carol Riggs; Sunnymede, Erin Wilson; Sutton, Tracey Skaggs; Tilles, Laura Carter; Trusty, Caitlin Alewine; Woods, Hannah Massey;

Belle Point, Michelle Shumate; Chaffin, Nancy Burris; Darby, Kelly Daniels; Kimmons, Shauna Cox; Ramsey, Amanda Fry; Northside, Karen Vicens; and Southside, Judy Weisenfels.

- Continue to hold meetings of the established District Title I Parent and Family Engagement 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 they can understand. For information concerning the English Language acquisition program, please contact Mary Bellah, Supervisor of Special Programs, Parker Center, 479.784.8182, Ext 3514.
- Maintain a Parent and Family Engagement Council, which consists of individuals who will create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in Title I, Part A schools. Serving on the 2019-2020 District Parent and Family Engagement Council are Parent and Family Engagement facilitators from each of the 26 schools (see names above), Dr. Sarah Biggs, Supervisor of Early Childhood Education, Parent & Community Services Council Chair; Martin Mahan, Assistant Superintendent of Curriculum and Instruction; Dr. Kellie Cohen, Director of Student Achievement and Accountability; Dr. Ginni McDonald, Director of Secondary Education; Dr. Mary Ann Johns, Director of Elementary Education; Jeannie Cole, Board of Education member; Mary Bellah Supervisor of Special Programs; Caroline Neel, Supervisor of Curriculum/Federal Programs; Dr. Felicia Smith, Supervisor of Instructional Services; Kathleen Wood Dorn, Director of Adult Education Center; Sharon Garcia-Aponte, (parent member); Kristi Waller (parent member); Lisa Passmore (parent member); Robin Benham (community resource), Youth Services Librarian (Fort Smith Library); Erica Holland (community resource), Project Coordinator (Child Care Aware, River Valley).
- Conduct an annual review of the effectiveness of the plan during the District Title I Parental Involvement Council providing the opportunity for meeting through providing the opportunity for verbal input and then disseminating the 2019-2020 plan to all members for review and to provide input. Persons responsible are Caroline Neel, Supervisor of Curriculum/Federal Programs, and Dr. Kellie Cohen, Director of Student Achievement and Accountability.

2: Building Staff Capacity through Training and Technical Assistance

(Describe/List how the district will provide support and technical assistance to all its Title I schools in planning and implementing effective parent and family engagement practices, inclusive of school parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements. Describe/List activities such as workshops, conferences, trainings, webinars, and online resources that will be used with school staff to build their capacity to work with parents as equal partners. Include information about how the district and/or schools 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 District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

The district will provide coordination, technical assistance and other support necessary to assist schools in planning and implementing effective parental involvement through the following:

- Designation of a highly qualified, certified staff member at each school to serve as the Parent and Family Engagement Facilitator.
- Ongoing site visits to observe parental involvement practices will be conducted by the building Parent and Family Engagement Facilitators.
- Hold bi-annual meetings of the District Parental Involvement Council
- Provide parents with the materials, training, and assistance needed for them to support their child's academic achievement. This may be accomplished through parent resource centers or other community based organizations.
- Educate staff in ways to work effectively with parents and clearly communicate goals for increased parental involvement.
- Reserve a minimum of 1% of the Title I Part A allocation, 90% going to district Title I schools, for parental involvement and involve parents in decisions related to the development of the parental involvement policy, including the school/parent compact.
- Encourage parental involvement at all buildings through organizations such as the Parent Teacher Association.
- Monitor each Title I, Part A school to ensure that each school performs the following tasks: Develop parental involvement policy, offer flexible meeting times, provide information to parents about the school's program, include parent information guide, develop and use the School/Parent Compact, provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. Sarah Biggs, Supervisor of Early Childhood Education, and the Parent and Community Services Council Chair, Parker Center, 479.784.8182, Ext. 3533 and Caroline Neel, Supervisor of Curriculum/Federal Programs, at Parker Center, 479.784.8182, Ext. 3542.

3: Building Parent Capacity

(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student's academic success. If applicable, describe how each discretionary item your district and parents chose will be implemented.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

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

- Providing information to participating parents in such areas as national, state and local education goals, including parents' rights as defined in Title I, Part A through the District Report to the Public held in September 2019, by Dr. Doug Brubaker.

- Providing information and support necessary to schools to enable them to plan and implement effective parental involvement programs and activities.
- Educating staff in ways to build effective communication with parents through avenues such as parental engagement groups, surveys, activities that are planned for parental involvement and regular, two-way, meaningful communication between home and school.
- Encouraging the formation of partnerships between school and local businesses such as the Partners in Education Program.
- Facilitating questions and conversations during the annual District Title I Parental Involvement Meeting to identify barriers to parental involvement and to identify programs and strategies to promote positive and meaningful interaction with parents.

4: Reservation and Evaluation

(Describe/List how the district will share with parents and family members the budget for parent and family engagement activities and programs and how parents and family members will be involved in providing input into how the funds are used. If the district does not receive a Title I, Part A allocation greater than \$500,000, then the district is not required to include a description of its Reservation of Funds. If a reservation is required, then a minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. Describe/List actions for how the annual evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents and family members will play.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

The District will conduct on-going evaluation of the district Parent and Family Engagement Policy to ensure continuous improvement through:

- Seeking input provided by the District Title I Parental Involvement committee, consisting of representatives from each school.
- Providing minutes to those members unable to attend the meeting(s) to encourage input and participation.
- Disseminating recommendations made by the committee to each committee member, school principal and district staff.
- Providing an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected through membership in the District Parent and Family Engagement Council. Persons responsible are Sarah Biggs, Supervisor of Early Childhood Education, and the Parent and Community Services Council Chair, Parker Center, 479.784.8182, Ext. 3533 and Caroline Neel, Supervisor of Curriculum/Federal Programs, at Parker Center, 479.784.8182, Ext. 3542.
- Developing and disseminating an annual parent activity evaluation report to share with parents, staff and the community. Following meetings with parents, an opportunity will be provided to allow input from parents concerning their evaluation of the

meeting(s). The number of parents in attendance will be recorded and feedback from the evaluations compiled and disseminated.

5: Coordination

(Describe/List how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families such as public preschool programs or organizations to help students transition to elementary, middle, high, and postsecondary schools or careers.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

The Fort Smith Public Schools (FSPS) collaborates with many agencies in order to create learning opportunities for families. There are many community partnerships within the city of Fort Smith:

- Through collaboration with the United Way of Fort Smith Area, Inc., children enrolled in preschool services have the opportunity to enroll in the Dolly Parton Imagination Library. Enrolled children receive an age-appropriate book in the mail every month until age five; there is no cost to the family. This supports the preschool transition to kindergarten.
- FSPS has an active Partners in Education (PIE) program. The Partners in Education (PIE) Program establishes mutually beneficial relationships between businesses and schools. The business, community agency or organization, and partner school commit themselves to reciprocal activities that are based on the needs and resources of the partners. Partnership activities and events are aligned with the goals of the school or school district. Every school in the district has many "partners" through PIE. These community partners participate in school planning, volunteer in classrooms, contribute time and money to school projects/activities and share resources.
- The Fort Smith Public Library (FSPL) is another active community partner. The FSPL children's librarian provides monthly calendars of library events, which are provided to all students and their families. The librarian volunteers and reads in classrooms and serves on the local ECE Advisory Board.
- Child Care Aware of River Valley Coordinator provides professional development for teachers and parenting classes for parents/guardians.

The District Secondary Education Program provides both opportunity and guidance for students who are preparing for success beyond high school. More than 190 courses address the needs and interests of students in Grades 7-12. A strong pre-AP program and a variety of AP classes challenge students to learn and develop beyond what was at one time a traditional high school education. At graduation, Fort Smith Public School District students enter institutions of higher education, vocational education, the workforce, or military service with relevant skills and knowledge.