

District Parent and Family Engagement Plan

School Year:	2018-2019
Superintendent:	Dr. Doug Brubaker
District Parent and Family Engagement Coordinator:	Dr. Sarah Biggs
Email (of Coordinator):	sbiggs@fortsmithschools.org

Parent and Family Engagement Committee Members

(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 Human Resources & Campus Support
Kellie	Cohen	Director of Student of Achievement and Accountability
Ginni	McDonald	Director of Secondary Education
Mary Ann	Johns	Director of Elementary Education
Jeannie	Cole	Fort Smith Public Schools, Board of Education

Parent and Family Engagement Committee Members

(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 Federal Programs
Felicia	Smith	Supervisor of Instructional Services
Gary	Udouj	Director of Adult Education Center
Sharon	Garcia-Aponte	Parent member

Lisa	Passmore	Parent member
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Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Kristi	Waller	Parent Member
Robin	Benham	Youth Services Librarian, Fort Smith Public Library
Erica	Holland	Project Coordinator Child Care Aware River Valley
Barry	Owen	Chief Academic Officer
Karen	Williamson	Ballman Elementary School
Kandace	Weisenfels	Barling Elementary School

Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Audra	Efurd	Beard Elementary School
Shannon	Rutherford	Bonneville Elementary School
Brooke	Woodruff	Carnall Elementary School
Melissa	Wesson	Cavanaugh Elementary School
Leslie	Stewart	Cook Elementary School
Karen	Meadors	Euper Lane Elementary School

Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Ginnetta	Tipton	Fairview Elementary School
Jane	Stewart	Howard Elementary School
Sherry	Ray	Morrison Elementary School
Tracie	Gipson	Orr Elementary School
Cassidy	Hodge	Pike Elementary School
Carol	Riggs	Spradling Elementary School

Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Erin	Wilson	Sunnymede Elementary School

Tracey	Skaggs	Sutton Elementary School
Kim	Vongphachanh	Tilles Elementary School
Mychel	Medina	Trusty Elementary School
Hannah	Massey	Woods Elementary School
Michelle	Shumate	Belle Point Alternative Center

Parent and Family Engagement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Nancy	Burris	Chaffin Junior High School
Kelly	Daniels	Darby Junior High School
Shauna	Cox	Kimmons Junior High School
Amanda	Fry	Ramsey Junior High School
Karen	Vicens	Northside High School
Judy	Weisenfels	Southside High School

Goal 1: How will the LEA foster effective parent and family engagement strategies and support partnerships among school, parents, and the community to improve student achievement?

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:

- 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 September 6, 2018, 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 schools. The schools and school Parent Involvement Facilitators are as follows: Ballman, Karen Williamson; Barling, Kandace Weisenfels; Beard, Audra Efurd; Bonneville, Shannon Rutherford; Carnall, Brooke Woodruff; 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, Kim Vongphachanh; Trusty, Mychel Medina; 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 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. For information concerning the English Language acquisition program, please contact Mary Bellah, Supervisor of Special Programs, Parker Center, 479.784.8182, Ext 3514.
- Develop a Parental Involvement 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 2018-19 District Parent Involvement Council are Parent Involvement 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 Human Resources and Campus Support; Dr. Barry Owen, Chief Academic Officer; 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; Dr. Gary Udouj, 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).
- Review the 2018-2019 Parent Involvement Plan on January 17, 2019 at the Parent Involvement Council Meeting. This annual review will provide an opportunity to examine the effectiveness of the plan and also recognize areas needing improvement for the 2019-2020 school year. Persons responsible are Caroline Neel, Supervisor of Curriculum/Federal Programs, and Dr. Kellie Cohen, Director of Student Achievement and Accountability.

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental engagement?

District personnel 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 Involvement Facilitator.
- Ongoing site visits to observe parental involvement practices will be conducted by the building Parent Involvement 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. 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.

Goal 3: How will the district build the school's capacity for strong parental engagement?

District staff 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 2018, 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 Parental Involvement meeting to identify barriers to parental involvement and to identify programs and strategies to promote positive and meaningful interaction with parents.

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parent and family engagement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

The District will conduct on-going evaluation of the district parental involvement policy to ensure continuous improvement through:

- Seeking input provided by the District 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 Involvement 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.

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

- Active recruitment of membership for the District Parent Involvement 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.
- Seek input for the review and revision of the School Improvement Plan related to parental engagement to ensure district effectiveness.