



PARENT INVOLVEMENT PACKET  
Rena Elementary School  
720 Rena Road  
Van Buren, AR 72956  
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Angie Blake,  
Parent Involvement Facilitator  
[ablake@vbsd.us](mailto:ablake@vbsd.us)

Tia Smith, Principal  
Alexa Brown, Assistant Principal  
Eryn Wallis, Counselor

## Rena Elementary Faculty and Staff 2022-2023

Kindergarten:	Landi Brown	Valerie Burns	Amy Martin	Shannon McKeown
First Grade:	Misti Gardner	Jill Haley	Tara Ree	
Second Grade:	Amra Nicholson	Edie Chappell	Hillary Elliott	
Third Grade:	Deanah Dalhem	Angela Guess	Shayna Collie	
Fourth Grade:	Destiny Morales	Dawn Nichols	Angela Shackelford	
Fifth Grade:	Crista Kham	Josie Hudson	Taylor Webb	
Special Services:	Kendra Fanning  Speech	Kami Morey  Resource	Meagan Duplantis  Speech	
Speciality:	Angie Blake  P.E.	Tina Jenkins/ Meagan Van Herpen  Art	Andy Lockhart  Music	Marlene Summerhill  Librarian
Paraprofessionals:	Carrie Berry	Rosemary Gregory	Kathy Harris	Heather Riley
Office Staff:	Sarah Davis  Secretary	Lauren Knoner  Receptionist	Amber Anderson  Nurse	
Cafeteria Staff:	Souriya Webb	Stacey LaRue	Paula Dillard	Adriana Hernandez Gaylee Morris
Custodians:	Michael King	Tasha Lee	David Sexton	
	Tia Smith Principal	Alexa Brown Assistant Principal	Eryn Wallis Counselor	Officer Megan Slayton SRO

## Rena Elementary School Parent and Family Engagement Plan

**School Name:**  
Rena Elementary School

**Facilitator Name:**  
Angie Blake

**Plan Review/Revision Date:**  
August 1, 2022

**District Level Reviewer, Title:**  
Joyce Haver, Elementary Director of Learning Services

**District Level Approval Date:**  
August 24, 2022

**Committee Members, Role:**

Angie Blake- Parent Involvement Facilitator [ablake@vbsd.us](mailto:ablake@vbsd.us) 479-471-3190 ext.1040

Tia Smith - Principal

Alexa Brown - Assistant Principal

Amanda Collingsworth - Parent

Amisha Patel - Parent

Amra Nicholson - Teacher

Dawn Nichols - Teacher

Emily Brown - Parent/PTA Officer

Eryn Wallis - Counselor

Heather Autry - Parent

Hillary Elliott - Parent/Teacher

Jill Haley - Teacher

Josie Hudson - Teacher

Kendra Fanning - Teacher

Landi Brown - Teacher

Maegan Duplantis - Parent/Teacher

Misti Gardner - Teacher

Rebecca Duff - Teacher/PTA Officer

Sara Abernathy - Parent/PTA Officer

## 1: Jointly Developed

Rena Elementary School will:

Involve parents in the joint development of the school parent and family engagement plan by establishing a Parent and Family Engagement Committee of Rena parents and faculty by the Parent Involvement Facilitator, Angie Blake([ablake@vbsd.us](mailto:ablake@vbsd.us)), through the Parent Volunteer Survey to create a Parent and Family Engagement Plan. This plan will implement parent and family engagement opportunities and activities as determined by the committee and be reflective of the needs of the students and parents, while including Rena faculty and staff.

Conduct quarterly, or more if needed or requested, Parent and Family Engagement Committee meetings to keep parents informed of upcoming events and to add or revise the plan as needed throughout the 2022-2023 school year. In addition, conduct an annual meeting in May 2023 to review and update Rena's Parent and Family Engagement Plan.

Ensure adequate representation of parents of Rena students in the process in a variety of roles by inviting parents representing Rena's student population from all grade levels the opportunity to serve on Rena's Parent and Family Engagement Committee.

Incorporate Rena's Parent and Family Engagement Plan into the Schoolwide plan and submit any parents comments to the district coordinator, Karen Allen, Assistant Superintendent, if the Title I Schoolwide Plan is not satisfactory to parents.

## 2: Annual Title I Meeting

Rena Elementary School will:

Invite parents to attend the Annual Title I meeting to be held on September 9, 2022. The purpose of the meeting is to inform parents of the requirements of Title I and the school's participation as well as the parents' rights under Title I Part A to be involved.

### 3: Communications

Rena Elementary School will:

Make Rena's Parent and Family Engagement Plan along with the Parent Volunteer Survey included in an informational packet available to families and the local community by the Parent Involvement Facilitator, Angie Blake ([ablake@vbsd.us](mailto:ablake@vbsd.us)) .

- File a copy with the Van Buren School District by August 1
- Place an electronic parent-friendly summary/explanation of Rena's Parent and Family Engagement Plan on Rena Elementary School's website([www.vbsd.us](http://www.vbsd.us)) and Facebook page and as a supplement to the student handbook by August 1. Parents will be given a hard copy along with Rena Elementary School's Parent and Family Informational Packet during parent/teacher conferences and a signature acknowledging the receipt of Rena's Parent and Family Engagement Plan will be obtained. Additional copies will be on display at the front desk.
- Use a system to allow the parents to communicate in a regular, two-way, and meaningful manner with the child's teacher and the school principal. Parents are given teacher and principal email addresses and the school phone number. They also receive a communication folder daily. Parents are encouraged to email, call or write if they have questions, comments or suggestions. They may also come in for face to face meetings under normal conditions or meet with the teacher virtually.

Additional systems may include:

- Rena Remind
- Class Dojo
- PeachJar
- Twitter
- Google Classroom
- School Marquee
- Facebook

## 4: School-Parent Compact

Rena Elementary School will:

Jointly with parents and students develop a School-Parent Compact to be distributed to parents during Parent/Teacher Conferences in October that will:

- Outline how Rena's entire school staff, parents, and students will build and develop a partnership to share the responsibility for improved student academic achievement by listing each one's responsibilities as follows:

Staff will:

- Provide high quality curriculum and instruction to meet the State's student academic achievement standards through Comprehensive Literacy, Standards-Based Math, Inquiry-Based Science, Systematic & Explicit Phonics Instruction, and Social/Emotional Learning.
- Hold parent-teacher conferences during which this School-Parent Compact will be discussed as it relates to the individual child's achievement.  
Fall Conference: October 18 & 20, 2022 3:30-6:30  
Spring Conference: March 14 & 16, 2023 3:30-6:30
- Provide parents with frequent reports on their child's progress.

**1<sup>st</sup> Quarter:**

*Progress Reports – September 15*

*End of Quarter – October 20*

*Report Card Distribution – October 20*

**2<sup>nd</sup> Quarter:**

*Progress Reports – November 17*

*End of Quarter – January 13*

*Report Card Distribution – January 13*

**3<sup>rd</sup> Quarter:**

*Progress Reports – February 9*

*End of Quarter – March 17*

*Report Card Distribution – March 17*

**4<sup>th</sup> Quarter:**

*Progress Reports – April 27*

*End of Quarter – June 1*

*Report Card Distribution – Last day of school*

- Provide parents reasonable access to staff through various communication avenues which include but are not limited to:  
Parents are given teacher and principal email addresses and the school phone number. They also receive a communication folder daily. Parents are encouraged to email, call or write if they have questions, comments or suggestions. They may also come in for face to face meetings in school or virtually.
- Provide parents with a Parent Volunteer Survey which provides parents various opportunities to volunteer and be involved in school events. In addition, parents will be given a list of dates that parents may choose to be involved throughout the year.
- Invite parents to attend classroom activities and attend virtual meetings.

Parents will:

- Monitor their child's attendance,
- Stay informed and respond to all correspondence with their child's teacher
- Volunteer when possible
- Attend parent-teacher conferences at school or in a virtual setting

- Support good learning habits by establishing a regular routine for study and provide a quiet, well lit study area.

Students will:

- Attend school regularly
- Be prepared each day by bringing necessary supplies for learning
- Complete assignments
- Participate in classroom activities
- Display good character to all
- Cooperate with parents, school staff, and students

Parent Involvement Facilitator, Angie Blake(ablake@vbsd.us), will provide each teacher a copy of their students' parents' completed Parent Involvement Survey in addition to compiling a notebook of all completed volunteer surveys to be kept in the teacher work area for easy access for parents to be contacted as volunteer opportunities come available.

## 5: Reservation of Funds

Rena Elementary School along with The Van Buren School District will:

Reserve at least 1% of the district allocation under Title I, Part A with 90% of the 1% going to schools(\$20,964.00). The District will allocate additional funding to support parent and family engagement activities such as a Kindergarten Readiness Bag to be distributed in the spring of 2022.

Rena Elementary's allocation of \$1,254.00 for parent and family engagement activities and programs to be discussed at Parent and Family Engagement meetings for distribution of funds. The Parent and Family Engagement Committee will discuss usage of funds through avenues such as Bingo prizes which encourage parent involvement in the school, Boomerang folders which encourage two-way communication between the parent and teacher, and Nutrition Nuggets which encourage nutritional meal planning and preparation.

## 6: Coordination of Services

Rena Elementary School will:

Coordinate and integrate programs and activities with other organizations, businesses, and community partners to provide additional support and resources to families.

- Van Buren School District Education Foundation
- PTA
  - officers and members will be actively involved in the Parent and Family Engagement Committee

- Local businesses serving as partners in education
  - Citizens Bank and Trust
  - Arvest Bank
  - Hudson Pharmacy
  - Clearinghouse
- Local churches who provide school supplies, after school care, clothing, etc.
- Affiliations with a post-secondary institution, University of Arkansas at Fort Smith
- Civic organizations
  - Kiwanis
  - Rotary Club
  - Lions Club

Provide a Parent Resource Center for parents.

- Parents may check out materials provided by classroom teachers for all grade levels, use the computer to visit educational websites. A suggestion sheet will also be available for parental input.

## 7: Building Capacity of Parents

Rena Elementary School will:

Hold regular meetings to explain:

- a. What students will be learning;
- b. How students will be assessed;
- c. What parents should expect for their child's education; and
- d. How a parent can assist and make a difference in his or her child's education.

- These meetings will include parent-training sessions to help parents understand how to enhance their child's education.
- These meetings will include in school Math and Literacy Nights and a in school Parent Visit the Classroom that provide an opportunity for parents and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement.
- Parent/Teacher Conferences:
  - Fall Conference: October 18 & 20, 2022 3:30-6:30
  - Spring Conference: March 14 & 16, 2023 3:30-6:30
- The meetings will be held in the school setting at various times during the day or evening to better accommodate parents.

Provide a Parent Resource Center for parents.



-Parents may check out materials provided by classroom teachers or all grade levels and use the computer to visit educational websites.

Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:

- a. Role play and demonstration by trained volunteers;
  - b. The use of and access to Department of Education website tools for parents[<http://www.arkansased.gov>];
  - c. Assistance with nutritional meal planning and preparation by establishing a Health and Wellness Committee comprised of Rena faculty, food service staff, school nurse, parents, students to offer input and distribute Nutrition Nuggets to parents to assist at home; and
  - d. Engage in other activities determined by the school to help a parent assist in his or her child's learning.
- Provide a volunteer handbook at the Parent Resource Center or school front desk in addition to annual training when there are volunteers assisting in an instructional program.
  - Hold an orientation for parents to inform them about the school's activities and to encourage parents to be involved with reviewing and revising of the Parent Involvement Plan.
  - Hold conferences with teachers and parents of children in their classrooms on October 18 & 20 and March 14 & 16. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures.
  - The school will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Individual school parent facilitators will collect data concerning parent activity throughout the year. All data will be forwarded to VBSD Parent Facilitator, Karen Allen, Assistant Superintendent.

## 8: Building Capacity of School Staff

Rena Elementary School will:

Provide every 4th year two (2) hours for all educators professional development in addition to the minimum number of hours of professional development required by the State designed to enhance understanding of:

- a. Effective parent involvement strategies; and
- b. The importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

Train teachers, specialized instructional support personnel, principals, and other school leaders and staff, with the assistance of parents. From suggestions and information shared by parents at Rena’s parent family and engagement meetings, the training will focus on:

- The value and utility of contributions of parents and that they play an integral role in assisting student learning
- How to reach out to, communicate with, and work with parents as equal partners
- How to implement and coordinate parent programs and build ties between parents and school
- How to welcome parents into the school to seek parental support and assistance to achieve student success
- How to respond to parent requests for parent and family engagement activities
- Recognizing parents as partners by including in the school handbook the school’s process for resolving parent concerns

### Opportunities for Parent Involvement:

Open House/Orientation	August 16, 2022
● Kindergarten-2nd Grade	Last Names A-J @4:30 pm
● Kindergarten-2nd Grade	Last Names K-Z @ 6:15 pm
● 3rd Grade-5th Grade	Last Names A-J @5:30 pm

• 3rd Grade-5th Grade	Last Names K-Z @ 7:15 pm
Rise and Shine	Friday Mornings
Rena Student of the Month	1 <sup>st</sup> Friday of each month
PTA Meetings	To be announced
First Quarter Progress Reports	Thursday, September 15, 2022
Annual Title I Meeting	Friday, September 9, 2022
Fall Parent/Teacher Conferences 3:30-6:30	Tuesday, October 18, 2022 Thursday, October 20, 2022
First Quarter Report Card Distribution	Thursday, October 20, 2022
Fall Class Party	Monday, October 31, 2022
Second Quarter Progress Reports	Thursday, November 17, 2022
Winter Class Party	Friday, December 16, 2022
Second Quarter Report Card Distribution	Friday, January 20, 2023
Third Quarter Progress Reports	Thursday, February 9, 2023
Valentine Class Party	Tuesday, February 14, 2023
Spring Parent/Teacher Conferences 3:30-6:30	Tuesday, March 14, 2023 Thursday, March 16, 2023
Third Quarter Report Card Distribution	Friday, March 17, 2023
American Heart Association Kids Heart Challenge	To be announced
Fourth Quarter Progress Reports	Thursday, April 27, 2023
Kindergarten Registration	Spring 2023
Fourth Quarter Report Card Distribution	Thursday, June 1, 2023
Fundraisers	Throughout the Year
Committee Meetings	To be announced

At Rena Elementary, we recognize the child's primary caregiver is the most important influence in his/her life and learning. The staff members at Rena Elementary welcome all communication with parents, grandparents, guardians and other caregivers and are pleased to have them join our learning community. In an effort to support each student's learning and well being, we provide several opportunities for teachers and parents to communicate on a regular basis. Our efforts include newsletters, agendas, email, telephone calls, zoom meetings, notes home and scheduled parent/teacher conferences. Updates and information are also available on the school website. Our parent center holds many resources and information geared toward encouraging and supporting responsible care giving.

## Rena Elementary School Parent Volunteer Survey 2022-2023

The Rena Elementary Staff welcomes all parents, grandparents, guardians, and other caregivers and are pleased to have you join our learning community. Your volunteer efforts benefit our teachers, staff, and most importantly our children. Please

let us know when and how you are available to help. Add additional information if needed. Your time, energy, and skills will be put to good use. Due to circumstances beyond our control in regards to the pandemic, we are not allowing volunteers in the building at the present time. However, we welcome volunteer efforts in other ways you may be able to provide virtually or at home.

Please print...

Child's Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Volunteer's Name \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

### Ongoing Opportunities

- Attend virtual meetings
- Listen to your child read
- P.T.A. Volunteer
- Assist at home with cutting, gluing, etc.

- Assist at home establishing a study/work area
- Classroom Volunteer Coordinator (assist teacher in planning parties and getting supplies, etc.)

### One Time Events

- Send supplies for activities
- Assist with special learning activities
- Assist with Kids Heart Challenge
- Read to class virtually

- Virtually speak to or present to a class\*
- Volunteer to assist with celebrations

\*Students love when we are able to enhance their learning through guest speakers. If you are interested in being a guest speaker, please write a brief description of your work, experiences, or knowledge that you can share with the students. You may also want to mention this information to your child's teacher.

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We value and need the volunteer time and energy you can give to support our school. Volunteering makes a difference in your child's academic experience and in the long term success of our school. This information will be on file as a reference, please let your child's teacher or the office know if you would like to volunteer for something specific. If you read or hear about something going on with school and you would like to volunteer, please let the office know.

We would also like to encourage you to serve on a planning and school decision making committee that meets virtually or electronically once a quarter. If interested, please circle your choice(s) below:

Parent Involvement Committee

Health and Wellness Committee