

King Elementary - 2024-25 Arkansas Engagement Plan

1: Jointly Developed

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)]

King Elementary School will involve parents in the development of the school parent and family engagement plan. It will consist of the school's parent coordinator, teachers, administrators, parents, and PTA.

The Parent and Family Engagement Committee will be responsible for the review, update and improvement of the parent and family engagement plan. The Committee will meet multiple times throughout the school year to address any changes or needs of parents and the school.

King Elementary will ensure adequate representation of parents by inviting and including parents who represent the student population and encouraging them to serve in a variety of roles.

Emilee Branscum, King Elementary School Parent Facilitator, will submit any parent comments to the District if the Title I Schoolwide Plan is not satisfactory to parents. Minutes from Parent and Family Engagement Committee meetings will be recorded and filed.

Regular Parent and Family Engagement Committee meetings will be held at different times to accommodate parents' diverse schedules. The school will utilize social media to include parent participation when needed or as appropriate.

Dates of School Parent Involvement Meetings:

- Thursday, September 19, 2024
- Thursday, November 14, 2024

- Thursday, March 13, 2025
- Thursday, May 1, 2025

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)(i)]
- **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)]

As the Parent Facilitator for King Elementary, Terry Hicks, terry.hicks@vbsd.us will be responsible for distributing the Parent and Family Engagement Plan and have copies located in the front office in order to be readily available to families and the local community.

The Family and Community Engagement plan will be distributed on the evenings of the fall parent/teacher conferences. A digital copy will be shared with parents across all King Elementary social media websites like Twitter, Facebook, and the King Elementary website.

Parents will receive communication through our school's monthly newsletter. Our monthly newsletter is also posted on our social media sites such as Facebook, Twitter, and our King Elementary website. Paper copies of our Parent and Family Engagement plan will be distributed on October 15, 2024 and October 17, 2024. During conferences parents will sign it to verify that they have received and read the King Elementary Parent and Family Engagement Plan.

A parent-friendly version of the Parent and Family Engagement plan will be provided to parents in a language that they can understand. The Parent and Family Engagement Plan will include;

activities specific to King Elementary, the recommended roles of parents, teachers and students, ways for a family to get involved in their child's education both at home and at school, a schedule of activities planned throughout the school year, a regular two-way system for parents/teachers to communicate.

Volunteer surveys will be available to fill out during the Open House orientation in August and will be kept on file with the Parent Involvement Facilitator, Terry Hicks. You may contact Emilee Branscum for volunteer survey information.

The school will also communicate with parents in a variety of ways:

- The school will distribute monthly newsletters that are developed with the participation of the parent-school organization, principal, and staff. The monthly newsletter includes school activities and parent tips related to homework, and any before or after school events/programs.
- The newsletter is sent out the first Friday of each month through teachers by email and School Status to all parents.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress if there is an issue that needs to be addressed.
- The school will provide printed copies of progress reports/report cards every four weeks with information regarding their child's academic progress.

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

Teachers will participate in workshops and training sufficient to meet ADE requirements for professional development.

Teachers will track parent contact and collaborate with parents and other teachers to meet the needs of struggling students. A record of parent contact will be maintained by the classroom teacher.

Teachers will work together to meet the needs of struggling students. This will be shown school wide, teachers are working to target small groups and create interventions using common formative assessments. The training will be ongoing throughout the school year and teachers will be trained in meeting these expectations for additional parent and family engagement support.

During parent and family engagement meetings, parents will be asked to evaluate the effectiveness of communication. Teachers will be trained based on ongoing parent input throughout the year. In addition, teachers will work with parents in communicating and providing parent and family engagement activities that could be used at home.

Teachers will be encouraged to join the King Elementary School PTA and to participate in their activities in order to build a stronger parent/teacher/community bond. A teacher representative will be present at each PTA meeting throughout the school year and will help coordinate PTA activities with the school principal and staff. (Emilee Branscum)

All parents are welcome at King Elementary School to volunteer, observe instruction, and provide curriculum support if applicable. Teachers will be trained in how to welcome parents into their classroom and how to encourage them to volunteer throughout the school year.

Any parent concerns should be taken first to the teacher directly affected by the concern and then to Mrs. Williams, our principal, if a resolution is not reached. Specific details for resolving parent concerns can be found in our school handbook.

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 Division of Elementary and Secondary 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)]

Parent and Family engagement meetings will be held throughout the year in order to involve parents in the education process of King Elementary School.

- Thursday, September 19, 2024
- Thursday, November 14, 2024
- Thursday, March 13, 2025
- Thursday, May 1, 2025

Parent Teacher conferences will also be held on October 15 and 17, 2024 and March 18 and 20, 2025. During conferences, curriculum will be discussed and explained. Teachers will role-play and give examples of how parents might help students with their specific curriculum and address any needs that parents might be experiencing. It will also be an opportunity for parents to communicate with parents over their child's needs and ask any questions.

We will show and explain current test scores in math. In reading, we may suggest a way to improve students' reading ability. Students not performing on grade level may require intervention involving parents, teachers, and students and should be addressed quickly.

The school will provide opportunities for parents and community members to support the instructional program through such programs as Reading Buddies and PTA volunteers. The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during the orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.

Teachers will send home a weekly newsletter to provide parents with a way of staying up to date with the school's curriculum and specific learning activities. Parents will also receive a monthly school newsletter, stay up to date on our social media and school website. (King Elementary School and Terry Hicks, Parent Involvement Facilitator)

Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by a trained volunteer, the use of and access to the Department of Education website [<http://www.arkansased.gov>] tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education Assistance with nutrition and meal planning will be provided to students through our Food Corps program.

This will especially be emphasized before standardized testing as part of our encouragement to eat a healthy breakfast. In addition, parents are informed through the parent newsletter that free breakfast is available to all students. The newsletter, social media and school counselor will also provide students in need with information about our school's Impact Program which provides free meals to students at critical times.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional support, 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)]

King Elementary School will coordinate with a variety of community resources throughout the school year as follows:

- The Van Buren Fire Department comes to King Elementary School to do a demonstration with Preschool through third grade. They will speak about fire safety and where to go in the event you have to evacuate the house. The Van Buren Fire Department will send home information and activities to do with parents and family members at home.
- A local dentistry team that is part of the Van Buren Community comes to King Elementary every fall and does a demonstration for preschool through fifth grade on topics such as good dental hygiene, how to brush your teeth and floss. They will also send students home with a toothbrush and provide information to parents on what was spoken about and how they can make sure their children have good dental habits.
- The Parent and Family Facilitator will be working with the Parent Teacher Association at King Elementary to engage in activities that will use community resources and strengthen school practices, programs, and learning.
- King Elementary will offer additional after school activities for students to participate in:
 - Archery Club
 - Art Club
 - Sprout Scouts
 - Recycling Club
 - Honor Choir
 - Literacy and Math tutoring

The school will coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs (ABC Preschool Program - Mrs. Williams), parent resource centers, or other programs that encourage and support parents in fully participating while promoting and supporting responsible parenting.

To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory committee to provide advice and guidance for school improvement. The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (Mrs. Williams)

Parents may check out materials and use computers to visit educational websites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. (Parent Resource center – located by the office)

The school will work with Butterfield Trail Middle School and Northridge Middle School to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year. (5th-grade teachers, administrators, counselors, transportation)

The school will distribute Informational packets each year that includes a copy of the school's parent and family engagement plan, a survey for volunteer interests, roles for parents/teachers/students and the school, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, email) (Terry Hicks– newsletter)

To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review. (Lori Hamilton, Media Specialist)

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)]

King Elementary Principal Amy Williams, will meet with parents for the annual Title I parent meeting on September 19, 2024 at King Elementary. Parents are going to be informed of the requirements of Title I and of our school's participation.

The purpose of this meeting is to disseminate information and distribute copies of the revised Parent and Family Engagement policy.

In addition, they will view a PowerPoint presentation with details including their rights as parents in a Title I school. Parents who are unable to attend the meeting can find a copy of the Title I presentation PowerPoint on our school's website.

[King Elementary Report to the Public Sept. 2024.pptx](#)

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)]

The School-Parent Compact will be jointly developed at a designated Parent Involvement meeting by receiving input from the teachers, parents, and students in attendance. The School-Parent Compact will be distributing a parent-friendly letter and the School-Parent Compact is going to be signed and a copy go home during Parent Teacher Conferences on October 15 & 17, 2024. The School-Parent Compact will be posted online and sent digitally via email by the Parent Involvement Facilitator.

The School-Parent Compact outlines how parents and teachers will work together to have a continuous two-way communication to have the best outcome for the students' academic achievement. These forms of communication include: email, parent teacher conferences, phone calls, progress reports, one on one conferences to address specific parental or teacher concerns, messaging through SchoolStatus.

Parents, school staff, and students will share the responsibility for improved student academic success by allowing all students access to one to one technology (IPad's for K-1 and 2-5 Chromebooks) for Kindergarten through fifth grade students.

The Parent Involvement Facilitator will ensure the school's Parent Involvement Committee meets at least four times a year. The purpose of the meetings will be to discuss and evaluate goals. The committee will also provide training for volunteers and provide materials to help parents work with their child(ren). The committee will also help in the development of the School-Parent Compact. Teachers will hold bi-annual conferences with parents individually. Parents will be given explanations of homework and grading procedures. To increase parent engagement, parents are encouraged to become involved in our King Elementary Parent Teacher Association for volunteer opportunities throughout the school year and are presented with a volunteer survey as part of the Parent and Family Engagement Plan Summary online through a Google Form. The information gained from the volunteer survey will be gathered and made available to teachers so that parents can be involved in a variety of roles throughout the school.

[KING SCHOOL - PARENT COMPACT 2024-2025.docx](#)

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

King Elementary School provides a variety of opportunities for parents to be involved in activities supporting our school. We believe teachers have a responsibility to provide the needed framework for parents to nurture their child's formal instruction at home. We, King Elementary School will provide materials that can successfully be used at home to reinforce the academic success of children. The district will reserve a minimum of 1% of the Title I, part A allocation for parental involvement. It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem-solving. We, the teachers at King Elementary, want parents to understand that they have a role in determining the plan for spending the budget King Elementary School allowed for the Parent and Family Engagement Title I funds \$5,500 for the 2024-2025 school year.

For the 2024-2025 school year, we have purchased the following:

- Smore Newsletter program to promote digital resources for parents.
- Communication Folders
- School Status- communication tool

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)(1-2)]
- **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
 - 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)]

School Information

School Name:	King Elementary
School Engagement Facilitator Name:	Terry Hicks
Plan Revision/Submission Date:	May 29, 2024
District Level Reviewer Name, Title:	Karen Allen
District Level Approval Date:	

Committee Members, Role

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

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Amy	Williams	Principal
Crystal	Reeves	Assistant Principal
Terry	Hicks	Parent Involvement Facilitator
Linda	Zamudio	Staff/Parent
Brittany	Oakley	Staff
Jodie	Roberson	Staff/Parent
Natasha	Youngblood	Staff/Parent
Jazmine	Guardado	Staff/Parent

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](#)

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 visit our website [#EngagementMattersAR](#)

