

PARENT AND FAMILY ENGAGEMENT PLAN

2023-2024

Reagan Elementary School

3904 W. Olive Street
Rogers, Arkansas 72756

Beth Carter, Principal
Sarah Stallings, Assistant Principal
Katie Madey, Counselor/Parent Engagement Coordinator

1: Jointly Developed

1.1: In the spring of each year, a parent engagement meeting is held for parents to review the parent engagement packet, the school level improvement plan as well as the plan for use of Parent Engagement funds. Parents give feedback and suggestions. The plan is rewritten/edited for the following year to reflect that input.

1.2: The Parent Engagement meeting is held during a PTO meeting. An invitation is sent to parents through the communication folders, text messages, and monthly parent newsletter as well as on the Facebook page.

2: Communication

2.1: During the first week of school, each student takes a copy of the Parent Engagement Packet home. This packet includes the Parent Engagement Plan, recommended roles for parents as well as how to contact teachers and administrators. The packet also contains information about PTO and other opportunities for involvement at school. The calendar of events for the year as well as a survey regarding volunteer interests is also provided.

2.2: All information regarding school activities is sent home in English and Spanish. Facebook posts are also in both languages. Paper invitations/flyers are sent home in weekly communication folders. We also have a monthly parent newsletter that can be interpreted into the parents' language by a touch of a button. We also send text messages informing parents of upcoming events. Interpreters are used at school functions to ensure all parents feel welcome and are able to participate.

2.3: Reagan provides opportunities for parents to be involved in their child's education by holding PTO meetings in the evening. All school programs that happen during the school day are also recorded so they can be accessed through Facebook by parents and relatives at a later time. Parent/Teacher conferences are scheduled when the parent requests it. Parents are offered the option to communicate via zoom if needed. Home visits are also made when a parent is unable to come to the school for meetings regarding their child's education.

3: Building Staff Capacity

3.1: Communication between home and school is regular, two-way, and meaningful.

To encourage communication with parents, the school will ensure that the following supports are in place:

1. An Annual Parent's Make a Difference Night is scheduled in the Fall of each school year. At that event, parents are encouraged to be involved in many different ways. There is a presentation by the principal to share important school success data. PTO helps to host this event.
2. Families are provided a school handbook in the form of the Parent & Family Engagement Packet at the beginning of each school year. This packet includes the necessary information for parents to get involved at Reagan, as well as, school calendar, school procedures, the process for addressing and resolving concerns, and ways to get involved in the PTA.
3. The school's website, monthly parent newsletter and Facebook page are used to inform parents of upcoming events.
4. A weekly folder will be sent home on Tuesdays. This folder serves as a communication tool between parents and school. Weekly work samples and/or information from school are sent home in the Tuesday folder.
5. Teachers will develop and use the Classtag app to communicate with parents daily and/or weekly.
6. The school website will be utilized to allow partners and parents to be kept aware of special events occurring at Reagan. <https://www.rogersschools.net/reagan>
7. Reagan utilizes Facebook, Smore, and Blackboard communication to share information regarding special events, meetings and opportunities for involvement with partners and parents. <https://www.facebook.com/ReaganRoyals>

4: Building Parent Capacity

4.1: At the annual Parent's Make a Difference Night, parents are given an overview of the curriculum as well as the assessments used to measure student success. Parents are also given a paper copy of the grade level learning expectations for each quarter of school. The school achievement data from the previous year is also shared with families at this meeting. Information regarding Title I services is also provided at Parent's Make a Difference Night.

4.2: The requirements of Title I are reviewed at a beginning of the year parent meeting within a PTO meeting and a Parent Compact is reviewed at the first parent/teacher conference each year. Parent/Teacher conferences happen at least twice each school year. At these meetings, teachers share student progress as well as offer home activities for parents to support their student's growth after school hours. Literacy and Math Nights allow parents to participate in learning games/activities that are appropriate for their child. These activities are designed to be easily used at home.

4.3: Reagan offers the following resources to aide parents in working with their students at home:

- Parent/Teacher Conferences
- Literacy and Math Nights/ Culture Night
- Parent Resource Center

4.4: Reagan parents are encouraged to participate in volunteer opportunities throughout the school year. Parents are involved in school decisions through PTO as well as through parent advisory meetings to review the School Level Improvement Plan and the Parent Engagement Plan. Reagan has Partners In Education which are local businesses who have agreed to partner with the school to provide resources or volunteers when needed.

4.5: Reagan Elementary supports responsible parenting by providing the Parent Resource Center. Parents are encouraged to borrow parenting books, videos and magazines covering relevant parenting issues. The monthly Reagan newsletter also offers parenting information each month.

4.6: Reagan provides resources and information regarding developmentally appropriate learning activities at home through classroom teacher newsletters. The social worker and counselor also work with parents regarding parenting needs including food insecurity and assistance with nutritional meal planning.

5: Coordination

5.1: Reagan Elementary has an active PTO. The purpose of the PTO is to facilitate collaboration between the school and community members. Members of the PTO serve a liaison between the school and community businesses. These businesses often offer resources that are used in classrooms throughout the school.

5.2: Reagan holds a kindergarten orientation for all incoming kindergarten students and their families two days prior to the start of school and the Monday after school starts. Reagan also holds transition conferences with middle school faculty and a tour of the middle school for all 5th graders to ensure a smooth transition out of elementary and into middle school.

5.3: Reagan has an active and growing PTO. Members of PTO are involved in many decisions regarding events/celebrations for students, purchasing specific programs for student use as well as determining how the budget for PTO is spent. The PTO also reviews the school Parent Engagement Plan yearly.

6: Annual Title I Meeting *(Title I schools)*

6.1: Reagan holds an Annual Title I meeting for parents in September of each year. At this meeting, parents are informed of the requirements of Title I and how Reagan utilizes the Title I funds. Parents are also provided with their parent rights under Title I.

7: School-Parent Compact *(Title I schools)*

7.1: The staff at Reagan understands the importance of the partnership between home and school. Teachers work with students to set academic goals. Those goals, and student progress toward meeting the goals, are communicated with parents through progress reports, report cards and parent/teacher conferences. Communication between parents and staff is encouraged through the use of Classtag, email and by phone. Parents are encouraged to volunteer at school through the PTO or by meeting a need in the classroom.

7.2: The Parent Engagement Packet and School-Parent Compact is available to all parents on the district website. It is also sent home with every student at the beginning of each school year.

8: Reservation of Funds *(Title I schools)*

8.1: During the 2022-23 school year, Reagan Elementary allocated Parent Engagement funds to purchase weekly communication folders for each student, English and Spanish books for our family Reagan Reads event, and materials for our Cultural Family Night. Our guiding coalition and our PTO helped to determine the best use of these funds.

2.2: Parents are invited to PTO meetings where decisions regarding funding are made on a regular basis. Parents are also invited to attend the end of the year Parent Engagement Review where their input/feedback is welcome.

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)*]

√**A.7:** 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.8:** 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)]

√**VA.9:** 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)]

√**VA.10:** 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)]

√**VA.11:** The School understands its obligation to reserve at least 1 percent of its Title I, Part A allocation for engagement purposes should such total allocation amount to \$500,000 or more. Nothing limits LEAs from reserving more than 1 percent of its allocation for engagement purposes.

[ESSA § 1116(a)(3)(A)]

√**VA.12:** 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)]

√**VA.13:** 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)]

√**VA.14:** 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)]

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](#)

School Name:	Reagan
School Engagement Facilitator Name:	Katie Madey
Plan Revision/Submission Date:	4/11/23
District Level Reviewer Name, Title:	Melody Sebastian, Fed. Prog. Director
District Level Approval Date:	May 18, 2023

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>
Misty	Smith	Parent
Tova	Bohrer	parent
Beth	Carter	Principal
Jenn	Bradshaw	Facilitator
Sarah	Stallings	Assistant Principal

(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 501-371-8051.)