## School Parent and Family Engagement Plan

### School Name:
Booker T. Washington Elementary

### Facilitator Name:
Mrs. Deanna Woods and Ms. Tonya Sproles

### Plan Review/Revision Date:
September 17, 2019

### District Level Reviewer, Title:
Kaye Rainey, Parent & Family Engagement Specialist

### District Level Approval Date:
September 30, 2019

### Committee Members, Role:
- Aleta Branch, Principal
- Hazel Harris, Asst. Principal
- Danielle Holmes, Parent
- Brittany Hays, Parent
- Kizzy Jones, Parent
- Tamela Holmes, PTA and Parent
- Don Austin, Community
- Rev. Alexander, Community
- Thelma Shorter, Community
- LaMonda Corder, RN
- Yvonne McDaniel, Primary Teacher
- Franzetta McNeil, Intermediate Teacher
- Deanna Woods, Co-Parent Facilitator
- Tonya Sproles, Co-Parent Facilitator
1: Jointly Developed

(Describe/List how parents will be involved in the development of the school parent and family engagement plan and how parents will be involved in the planning, review, and improvement of parent and family engagement programs.)

Booker T. Washington Elementary School
2019-2020 Parent and Family Engagement Plan

School Mission: Washington Elementary School is committed to creating a community of responsible learners that embraces excellence in education while serving the community environment, ourselves, and our society.

We are a Title I school for P3 through fifth grades in need of improvement in literacy and math. One hundred percent (100%) of students are eligible for free or reduced lunch.

Parents and Family Engagement Committee Members
Aleta Branch, Principal
Hazel Harris, Asst. Principal
Danielle Holmes, Parent
Brittany Hays, Parent
Kizzy Jones, Parent
Tamela Holmes, PTA and Parent
Don Austin, Community
Rev. Alexander, Community
Thelma Shorter, Community
LaMonda Corder, RN
Yvonne McDaniel, Primary Teacher
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Deanna Woods, Co-Parent Facilitator
Tonya Sproles, Co-Parent Facilitator

Washington Elementary School will communicate with our parents in the following ways to increase Parents and Family Engagement in supporting classroom instruction by distributing a monthly (at a glance) calendar of events and news developed by the Parents and Family Engagement Committee, students, principal, teachers and parent volunteers. Aleta Branch and Hazel Harris are responsible for getting out the calendar of events. (501) 447-6700

Parents will be able to access their child’s grades and progress on a weekly basis using HAC (Home Access Center). Kimberley Washington, Technology Specialist, will assist you with HAC Passwords. (501) 447-6750. Each teacher can be contacted via e-mail or telephone. (501) 447-6700

The Student Handbook is available online at
English/Spanish
https://www.lrsd.org/domain/422
Parents are given a form to sign and return regarding the School-Parent Compact. The stakeholders will meet and discuss the compact. The committee will invite parents, staff and the community partners to be involved in a variety of ways and provide information about improving student achievement. Regular and meaningful two-way communication will be addressed through conferences, progress reports and volunteering. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Our family information packet consisting of Washington’s Parents and Family Engagement Plan, a list of activities, a list of teachers and the grades they teach, along with the school. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763 are responsible for disseminating the information packets.
Parents will be notified that the Parent Information Packets are posted on our school website via our monthly “At a Glance” calendar of events and news as well as a robo-call.

Interpreters are provided when necessary for families who speak a language other than English for conferences, school activities and other parent engagement events.

Parents will be informed that the District Parent and Family Engagement Plan is available online during Parent-Teacher conferences for parents to review. Teachers will have parents to sign-off that they have been informed of the plan.

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
<th>Time</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grandparents’ Day</td>
<td>September 9, 2019</td>
<td>Lunch Times</td>
<td>Tamela Holmes 447-6700</td>
</tr>
<tr>
<td>SIP/Title I Parent Meeting</td>
<td>September 5, 2019</td>
<td>5:30 – 6:00 pm</td>
<td>Aleta Branch 447-6700</td>
</tr>
<tr>
<td>Scholastic Book Fair</td>
<td>September 5-13, 2019</td>
<td>8:00 – 3:30 pm</td>
<td>Betty Larry 447-6706</td>
</tr>
<tr>
<td>Open House</td>
<td>September 5, 2019</td>
<td>6:00 – 7:30 pm</td>
<td>Aleta Branch 447-6700</td>
</tr>
<tr>
<td>Check Us Out Tours</td>
<td>October 7-9, 2019</td>
<td>9:00 – 1:00 pm</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Parent Conference Days</td>
<td>October 10-11, 2019</td>
<td>10/10 3:00 – 6:00</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10/11 8:00 – 12:00</td>
<td></td>
</tr>
<tr>
<td>Eat Lunch with Your Child</td>
<td>October 14-18, 2019</td>
<td>Lunch Times</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td>Honor Roll Assembly</td>
<td>October 25, 2019</td>
<td>1:00 pm</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Fall Festival</td>
<td>November 8, 2019</td>
<td>5:30 – 7:30 pm</td>
<td>Tamela Holmes 447-6700</td>
</tr>
<tr>
<td>Veterans Day</td>
<td>November 11, 2019</td>
<td>8:00 am</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Open Enrollment</td>
<td>December 2-13, 2019</td>
<td>8:00 – 3:00 pm</td>
<td>Phyllis Ellis 447-6700</td>
</tr>
<tr>
<td>Winter Classroom Parties</td>
<td>December 19, 2019</td>
<td>1:00 – 2:00 pm</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td>Muffins For Moms</td>
<td>January 7, 2020</td>
<td>7:15 – 8:15 am</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td>Donuts For Dads</td>
<td></td>
<td>Parent Center</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Event</td>
<td>Dates</td>
<td>Time</td>
<td>Location</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>------------------------</td>
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<td>------------------------</td>
</tr>
<tr>
<td>Parenting Partners Workshops</td>
<td>January 14, 21, 28, 2020, February 4 and 11, 2020</td>
<td>4:30 – 6:30 pm Media Center</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Honors Assembly</td>
<td>January 17, 2020</td>
<td>3:5 1:00 K-2 1:30</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>3-5 Winter Ball</td>
<td>January 24, 2020</td>
<td>5:30 – 7:30 pm</td>
<td>Tamela Holmes 447-6700</td>
</tr>
<tr>
<td>PreK – 2 Sweetheart Ball</td>
<td>February 7, 2020</td>
<td>5:30 – 7:30 pm</td>
<td>Deanna Woods 447-6717</td>
</tr>
<tr>
<td>Black History Program</td>
<td>February 4, 2020 Tentative</td>
<td>1:00 – 2:00 pm</td>
<td>Latoyya Hunter 447-6767</td>
</tr>
<tr>
<td>Valentine’s Day Parties</td>
<td>February 14, 2020</td>
<td>1:00 – 2:00</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td>Parent Conference Days</td>
<td>February 20-21, 2020</td>
<td>2/20 3:00 – 6:00 pm 2/21 8:00 – 12:00 pm</td>
<td>Classroom Teachers 447-6700</td>
</tr>
<tr>
<td>Computer Power Day/Central-East Cluster Event</td>
<td>March 14, 2020</td>
<td>8:00 – 3:00pm</td>
<td>Tonya Sproles 447-6763  Deanna Woods 447-6717</td>
</tr>
<tr>
<td>Honors Assembly/ Tribute to BTW</td>
<td>April 3, 2020</td>
<td>1:00 – 2:00</td>
<td>Tonya Sproles 447-6763  Aleta Branch 447-6700 Betty Larry 447-6706</td>
</tr>
<tr>
<td>Wildcat Drummers Concert</td>
<td>April 17, 2020</td>
<td>1:00 – 2:00</td>
<td>Joyce Johnson 447-6758</td>
</tr>
<tr>
<td>Mother’s Day Celebration</td>
<td>May 8, 2020</td>
<td>Lunch Times Teachers 447-6700</td>
<td></td>
</tr>
<tr>
<td>Talent Show</td>
<td>May 12, 2020</td>
<td>1:00 pm</td>
<td>Joyce Johnson 447-6758</td>
</tr>
<tr>
<td>Field Day</td>
<td>May 15, 2020</td>
<td>8:00 – 2:00 pm</td>
<td>Franzetta McNeil 447-6735</td>
</tr>
<tr>
<td>Honor Roll Assembly</td>
<td>May 18, 2020</td>
<td>1st - 4th Grade 1:00 pm</td>
<td>Tonya Sproles 447-6763</td>
</tr>
<tr>
<td>Kindergarten Promotion</td>
<td>May 19, 2020</td>
<td>9:00 am</td>
<td>Deanna Woods 447-6717</td>
</tr>
<tr>
<td>5th Grade Promotion/Honors Assembly</td>
<td>May 20, 2020</td>
<td>9:00 am</td>
<td>Beverly Dennis 447-6790 Ida Branch 447-6732</td>
</tr>
<tr>
<td>Pre-K Promotion</td>
<td>May 22, 2020</td>
<td>9:00 am</td>
<td>Deanna Woods 447-6717 Ruby Steward-Brown 447-6765</td>
</tr>
<tr>
<td>Last Day of School</td>
<td>May 27, 2020</td>
<td>2:35pm</td>
<td>Teachers 447-6700</td>
</tr>
</tbody>
</table>

Daily Parent Volunteers - Classroom Teachers 447-6700
Book Fair/Helpers - Betty Larry (501)447-6706
Field Day Volunteers - To Be Announced (501)447-6700
Volunteer Readers - Betty Larry (501)447-6706
PTA Officer/Committee Leadership Opportunities - Tamela Holmes Tamela.holmes@lrsd.org
Parents and Family Engagement professional development opportunities for school & faculty Deanna Woods (501) 447-6717 Deanna.Woods@lrsd.org and Tonya Sproles (501)447-6763 Tonya.Sproles@lrsd.org

Washington Elementary School will provide volunteer and training opportunities such as: volunteer readers. Betty Larry (501) 447-6706
Washington will provide developmentally appropriate learning activities for the home environment. The Parent Center has activities that parents can use in the center with their child. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763
The Central-East Cluster Team will have collaborative meetings with all LRSD Clusters during the Computer Power Day + Parent Academy for Student Success at Henderson Middle School for parents to help transition students and parents to secondary educational programs. March 14, 2020
Washington Elementary School faculty/staff and parents of Washington students will support each student’s educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795
Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of school wide school improvement plan (SIP), September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501 )447-6795
Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of Annual Title I, Part A Program by including parents in the decision-making process regarding the allocation of the said funds. September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795
Aleta Branch (501)447-6702 and Hazel Harris (501) 447-6795 invites alumni of the school to create an alumni advisory commission and welcomes their participation in our 8th Annual Celebration of Booker T. Washington, April 3, 2020.
Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763, Parent Facilitators, and the Parent Teacher Association will foster parental and community involvement within the school. Contact Tamela Holmes, Vice-President/grandparent at Tamela.holmes@lrsd.org for more information about Parent Teacher Association.
Washington Elementary School will provide resources for parents by allowing parents to check out materials, check grades and visit educational websites while visiting the Parent Center, Media Center and the Computer Lab. Parent Center Hours of Operation are 7:45am - 3:00pm. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763
Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ https://www.lrsd.org/Page/9
The school’s process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock School District Student Handbook. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Two certified staff members are designated to serve as Parent Facilitators. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

A survey will be distributed to solicit recommendations for Parents and Family Engagement, recommended roles for parents, suggested ways parents can be involved in their student’s education, and suggested ways to promote responsible parenting. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795
Washington Elementary School will use the Parent Interest Surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year by asking parents to fill out a survey at the beginning of the school year. We will use the survey to plan the parent and family engagement activities for the year. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Washington Elementary School will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. Washington Elementary School provides Title I services school wide so all parents will be invited to participate in Title I events September 5, 2020. For more information contact Aleta Branch (501) 447-6702, Hazel Harris (501) 447-6795, Deanna Woods (501) 447-6717 or Tonya Sproles at (501) 447-6763

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

**Required Components**

- Involve parents in the development of the school parent and family engagement plan
- Involve parents in the review, update, and improvement, at least annually, of the school parent and family engagement plan to meet the changing needs of parents and the school
- Ensure adequate representation of parents of participating children in the process in a variety of roles
- Submit any parent comments to the district if the Title I Schoolwide Plan is not satisfactory to parents
- Address opportunities for regular meetings if requested by parents
- *(May accomplish collaboration through the coalition of parents and community representatives)*

**2: Annual Title I Meeting**

*(Describe/List when (provide the month/year or month/day/year) the school will hold the Annual Title I meeting to inform parents of the requirements of Title I and the school's participation as well as the parents’ rights to be involved. The Annual Title I meeting should not be used to ask for parent input, but provided as an opportunity to disseminate information and distribute copies of the revised parent and family engagement policy.)*

Washington Elementary School will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. Washington Elementary School provides Title I services school wide so all parents will be invited to participate in Title I events **September 5, 2020**. For more information contact **Aleta Branch** (501) 447-6702, **Hazel Harris** (501) 447-6795, **Deanna Woods** (501) 447-6717 or **Tonya Sproles** at (501) 447-6763

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<thead>
<tr>
<th>Required Components</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Conduct an annual Title I meeting</td>
</tr>
<tr>
<td>✓ to inform parents of the requirements of Title I and the school’s participation</td>
</tr>
<tr>
<td>✓ to inform parents’ of their rights under Title I</td>
</tr>
<tr>
<td>✓ (Recommendation: Include the month/year or month/day/year when the Annual Title I meeting will be held)</td>
</tr>
</tbody>
</table>

The purpose of the annual Title I meeting is to disseminate information only and cannot be used as an opportunity for gathering input into the Parent and Family Engagement Plan and School-Parent Compacts.

3: Communications

(Describe/List how the parent and family engagement policy will be distributed to parents and how the school is going to communicate with parents including information about how the school 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.)

Washington Elementary School will communicate with our parents in the following ways to increase Parents and Family Engagement in supporting classroom instruction by distributing a monthly (at a glance) calendar of events and news developed by the Parents and Family Engagement Committee, students, principal, teachers and parent volunteers. Aleta Branch and Hazel Harris are responsible for getting out the calendar of events. (501) 447-6700

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The Student Handbook is available online at

English/Spanish
https://www.lrsd.org/domain/422
• EXPLAIN HOW INFORMATION PACKET WILL BE DISTRIBUTE (I.E. HOW WILL PARENTS KNOW THAT THE PARENT INFORMATION PACKET IS POSTED ONLINE OR COPIES AT THE SCHOOL?)
Parents will be notified that the Parent Information Packets are posted on our school website via our monthly “At a Glance” calendar of events and news as well as a robo-call.

• EXPLAIN HOW COMMUNICATION TO PARENTS WILL BE PROVIDED TO PARENTS IN LANGUAGE THEY CAN UNDERSTAND
Interpreters are provided when necessary for families who speak a language other than English for conferences, school activities and other parent engagement events.

• PARENTS MAY HAVE THE OPPORTUNITY TO SIGN-OFF ON THE DISTRICT PARENT & FAMILY ENGAGEMENT PLAN DURING PARENT TEACHER CONFERENCE.
Parents will be informed that the District Parent and Family Engagement Plan is available online during Parent-Teacher conferences for parents to review. Teachers will have parents to sign-off that they have been informed of the plan.

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ https://www.lrsd.org/Page/9

The school’s process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock School District Student Handbook. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>(<em>Post these items to district website by August 1 (2020)</em>)</td>
</tr>
<tr>
<td>□ <em>Make the school parent and family engagement plan available to families and the local community</em></td>
</tr>
<tr>
<td>✓ <em>Include contact information for the parent facilitator</em></td>
</tr>
<tr>
<td>□ Ensure that the plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand, and that the informational packet is appropriate for the age and grade of each child</td>
</tr>
<tr>
<td>□ <em>Distribute an informational packet annually to include</em></td>
</tr>
<tr>
<td>✓ <em>Description of Parent and Family Engagement plan</em></td>
</tr>
<tr>
<td>✓ <em>Recommended roles</em></td>
</tr>
<tr>
<td>✓ <em>Ways for a family to get involved in a variety of roles</em></td>
</tr>
<tr>
<td>✓ <em>Survey regarding volunteer interests</em></td>
</tr>
<tr>
<td>✓ <em>Schedule of activities planned throughout the school year</em></td>
</tr>
<tr>
<td>✓ <em>Regular, two-way, and meaningful system for parents/teachers to communicate</em></td>
</tr>
<tr>
<td>□ <em>Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook</em></td>
</tr>
<tr>
<td>✓ Obtain signatures from each parent acknowledging receipt of the [district’s] parent and family engagement plan summary</td>
</tr>
<tr>
<td>□ Offer meetings at various times (such as in the morning and evening)</td>
</tr>
<tr>
<td>□ Offer meetings in different formats (such as offered online and in-person group meetings as well as home visits or other types of individual meetings)</td>
</tr>
<tr>
<td>(May offer transportation as such services relate to preventing barriers to parent and family engagement)</td>
</tr>
<tr>
<td>(May offer child care as such services relate to preventing barriers to parent and family engagement)</td>
</tr>
<tr>
<td>(May offer home visits as such services relate to preventing barriers to parent and family engagement)</td>
</tr>
</tbody>
</table>

4: School-Parent Compact

(Describe/List the process the schools will follow to jointly develop with parents a school-parent compact.)

Parents are given a form to sign and return regarding the School-Parent Compact. The stakeholders will meet and discuss the compact. The committee will invite parents, staff and the community partners to be involved in a variety of ways and provide information about improving student achievement. Regular and meaningful two-way communication will be addressed through conferences, progress reports and volunteering. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795
Our family information packet consisting of Washington’s Parents and Family Engagement Plan, a list of activities, a list of teachers and the grades they teach, along with the school. **Deanna Woods (501) 447-6717** and **Tonya Sproles (501) 447-6763** are responsible for disseminating the information packets.

A survey will be distributed to solicit recommendations for Parents and Family Engagement, recommended roles for parents, suggested ways parents can be involved in their student's education, and suggested ways to promote responsible parenting. **Aleta Branch (501) 447-6702** and **Hazel Harris (501) 447-6795**

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

### Required Components

- □ Jointly develop a School-Parent Compact
  - ✓ Outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement
  - ✓ Address 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

- □ Build and develop a partnership to help children achieve the challenging State academic standards

- □ Encourage school staff to use volunteer surveys to compile a volunteer resource book listing interests and availability of volunteers

- □ Involve parents in a variety of roles
5: Reservation of Funds

(If the district receives more than $500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. A minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.)

Washington Elementary School will provide opportunities for parents to be involved in the development, implementation, and evaluation of Annual Title I, Part A Program by including parents in the decision-making process regarding the allocation of the said funds.

September 5, 2019. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

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

Required Components

☐ Involve parents and family members of children receiving services under Title I in the decisions regarding how reserved funds are allotted for parent and family engagement activities
  ✓ (if the school system receives more than $500,000 Title I, Part A allocation and a percentage of the 1 percent reservation of funds is allocated to the school)
6: Coordination of Services

(Describe/List how the district and/or school will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families.)

Washington Elementary School will provide volunteer and training opportunities such as: volunteer readers. **Betty Larry** (501) 447-6706

**Aleta Branch** (501)447-6702 and **Hazel Harris** (501) 447-6795 invites alumni of the school to create an alumni advisory commission and welcomes their participation in our 8th Annual Celebration of Booker T. Washington, **April 3, 2020**.

**Deanna Woods** (501) 447-6717 and **Tonya Sproles** (501) 447-6763, Parent Facilitators, and the Parent Teacher Association will foster parental and community involvement within the school. Contact **Tamela Holmes, Vice-President/grandparent at Tamela.holmes@lrsd.org** for more information about Parent Teacher Association.

Booker T. Washington Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched based and references six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making and Collaborating with the Community. To support the six types of involvement, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. **Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763**

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

### Required Components

- [ ] Investigate and, where feasible, utilize community resources in the instructional program
- [ ] Coordinate and integrate parent and family engagement programs, activities, and strategies with early childhood programs *(applicable to elementary schools)*, college and career ready resources or organizations *(applicable to middle and high schools)*, parent resource centers, or other programs that encourage and support parents in fully participating
- [ ] Promote and support responsible parenting
- [ ] Consider recruiting alumni to create an alumni advisory commission
Enable the formation of a Parent Teacher Association or organization

Leaders of said organization will be utilized in appropriate decisions

Engage in other activities that will use community resources strengthen school programs, practices, and learning

Ensure the plan is comprehensive and coordinated in nature

Incorporate this plan into the school’s improvement plan

7: Building Capacity of Parents

(Describe/List activities, such as workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings, and any equipment or other materials that may be necessary to support parents in helping their student’s academic success.)

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Washington will provide developmentally appropriate learning activities for the home environment. The Parent Center has activities that parents can use in the center with their child. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Washington Elementary School faculty/staff and parents of Washington students will support each student’s educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Washington Elementary School will provide resources for parents by allowing parents to check out materials, check grades and visit educational websites while visiting the Parent Center, Media Center and the Computer Lab. Parent Center Hours of Operation are 7:45am - 3:00pm. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Parents are encouraged to view the Title I Plan located in the Parent Center and on the school HAC home page. Or @ https://www.lrsd.org/Page/9

The school’s process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions will be included in the Little Rock
Washington Elementary School will use the Parent Interest Surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year by asking parents to fill out a survey at the beginning of the school year. We will use the survey to plan the parent and family engagement activities for the year. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

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

<table>
<thead>
<tr>
<th>Required Components</th>
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<tbody>
<tr>
<td>□ Schedule regular parent involvement meetings</td>
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<tr>
<td>□ Provide parents with a description and explanation of the curriculum in use</td>
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<tr>
<td>□ Provide parents with individual student academic assessment results and interpretation of those results</td>
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<tr>
<td>□ Provide parents with a description and explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards</td>
</tr>
</tbody>
</table>
| □ Provide assistance and instruction to parents of children served by the school in understanding these topics:  
  ✓ Arkansas Academic Standards  
  ✓ State and local academic assessments including alternate assessments  
  ✓ Title I, Part A requirements  
  ✓ Strategies parents can use to support their child’s academic progress  
  ✓ Partnering with teachers to support their child’s academic achievements  
  ✓ Incorporating developmentally appropriate learning activities  
  ✓ Use of ADE website and tools for parents [http://www.arkansased.gov]  
  ✓ Assistance with nutritional meal planning and preparation |
How parents of high school students can be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities

✓ Including role play and demonstration by trained volunteers

☐ Provide materials and training to help parents to work with their children to improve their children’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement

☐ Promote and support responsible parenting

(The school will utilize NNPS Keys to Successful Partnerships: Type I Parenting (Assist families with parenting skills and setting home conditions to support children as students. Also, assist schools to understand families.

8: Building Capacity of School Staff

(Describe/List activities such as workshops, conferences, trainings, webinars, online resources, and Academic Parent-Teacher Team meetings that will be used with school staff to build their capacity to work with parents as equal partners. Describe/List methods of parents’ assistance for building staff capacity. Describe/List actions the school will take to provide other reasonable support for parent and family engagement activities.)

Washington Elementary School will plan meetings at various times to increase parental involvement, engage families, and build staff and parent capacity. Some of those meetings are listed below and can be found in the monthly (at a glance) calendar of events and news along with other school events and meetings.

Washington Elementary School faculty/staff and parents of Washington students will support each student’s educational and instructional program as demonstrated by signed and completed School-Parent Compacts. Aleta Branch (501) 447-6702 and Hazel Harris (501) 447-6795

Two certified staff members are designated to serve as Parent Facilitators. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

Booker T. Washington Elementary School is a member of Johns Hopkins University National Network of Partnership Schools (NNPS). The NNPS School, Family and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is researched based and references six types of involvement: Parenting, Communicating, Volunteering, Student Learning, Decision-Making.
and Collaborating with the Community. To support the six types of involvement, Washington Elementary School participates on the LRSD NNPS Central-East School Cluster Team. Deanna Woods (501) 447-6717 and Tonya Sproles (501) 447-6763

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

Required Components

- Ensure professional development requirements are met for teachers and administrators

Train teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents:

- That parents play an integral role in assisting student learning
- In the value and utility of contributions of parents
- In how to reach out to, communicate with, and work with parents as equal partners
- To implement and coordinate parent programs and build ties between home and school
- To welcome parents into the school and seek parental support and assistance
- To provide information in a format, to the extent practicable, in a language the parents can understand
- To respond to parent requests for parent and family engagement activities
- To recognize that a parent is a full partner by including in the school handbook the school’s process for resolving parent concerns

9: Building Capacity - Discretionary

The school parent and family engagement policy/plan may include additional sections describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build capacity.

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Did the School and Parents choose to include any Discretionary (Optional) Components in the School Parent and Family Engagement Plan?

- **Trainings:** Involve parents in the development of training for teachers, principals, and educators to improve the effectiveness of the training.
- **Literacy Training:** Provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training.
- **Expenses to Enable Participation:** Pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- **Parent Leadership:** Train parents to enhance the involvement of other parents.
- **Flexible Options:** Arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators who work directly with participating children, with parents unable to attend conferences at school to maximize parental involvement and participation in their children's education.
- **Model Approaches:** Adopt and implement model approaches to improving parent and family engagement.
- **Parent Advisory Council:** Establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- **Community and Business Roles:** Develop appropriate roles for community-based organizations and businesses in parent and family engagement activities.

(See complete Arkansas Guide and Suggested Template for School Parent and Family Engagement Plan for references)