

Warren Elementary School Parent and Family Engagement Plan

School Name:	Warren Elementary School
Facilitator Name:	Terri Callaway
Plan Review/Revision Date:	7/30/25
District Level Reviewer, Title:	Carla Wardlaw, Assistant Superintendent
District Level Approval Date:	

Committee Members, Role:

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

First Name	Last Name	Position
Malisa	Kennedy	Parent/PIT Crew President
Kennedy	Clark	Parent
Jerri	Mendiola	Parent
Laci	Bratton	Parent
Ashton	Smith	Parent/Staff member
Rosalynnda	Ellis	Principal
Steed	White	Assistant Principal

Committee Members, Role:

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

First Name	Last Name	Position
Airience	Leaverson	Parent
Alison	Scogin	Parent
Caitilen	Taylor	Parent
Courtney	Sewell	Parent
Sarah	Richard	Parent/Staff
Stacie	Stone	Parent/Community Partner
Amy	Santana	Parent
Terri	Callaway	Parent Facilitator

1: Jointly Developed Expectations and Objectives

The Warren Elementary School (WES) Parental Involvement plan was developed by our PIT (Parental Involvement Team)Crew members. PIT Crew is made up of parents representing our student demographic population. All parents are invited to attend scheduled meetings in person, via Zoom using the computer, or by phoning into the meeting. The purpose of the Parent Involvement Team is to provide parents the opportunity to help make decisions that affect the students by providing input in areas of curriculum, serve on instructional review committees, communicating information to parents, and helping to make decisions about how Parental Engagement funds are spent. The PIT Crew chooses areas of improvement for the school that will have a positive impact on students to promote through projects and fundraising opportunities. Parents have the opportunity to express ideas and concerns that will be shared with administration and if not satisfied, a process for sending information to the state will be shared. The parental engagement plan will become part of the Eastside Schoolwide plan.

Warren Elementary understands the importance of involving parents and families as a whole in promoting higher student achievement between the district and the families it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive parent & family engagement and community engagement/involvement that will result in partnerships that lead to higher student achievement.

Warren Elementary is governed by the following definition of parent & family engagement and will carry out programs & activities in accordance:

Parent & Family Engagement (PFE) means the participation of parents/families in regular two-way communication & meaningful communication involving student learning & other school activities that ensure that parents & families are equal partners in their child's education and play an integral role in

assisting in their child's learning. PFE is the systematic inclusion of parents & families in programs and activities that promote a child's academic achievement & overall well being--U.S. Dept. of Ed. Parents are included in decision-making and on advisory committees to assist in their child's education, other activities will be carried out as those described in section 1118 of ESEA & section 1010 & 1116 of ESSA.

Warren Elementary will strive to develop meaningful and productive PFE that will result in partnerships/relationships that are beneficial to the school, students, parents/families and community that will work to foster effective PFE strategies to improve student achievement. These measures may include, but shall not be limited to, the following:

Warren Elementary has developed and written its 2025-2026 Title I Parent and Family Engagement Policy with input from the Warren Elementary PIT Crew composed of staff, parents and families representative of the children in our district. By October 1st, the policy will be distributed to parents of Title I students through electronic accessibility. (A written copy will be available upon request.) The plan will be posted to the district's website by Aug. 1, 2025. It will be available at various school functions and meetings throughout the school year

Warren Elementary will involve parents & families in the decisions of how funds reserved for PFE will be allotted for activities. This will be done during the Warren Elementary PIT Crew meetings.

Parents will be involved in the development of the district parent and family engagement plan, the schoolwide program plan, and support and improvement plans. The district plan will also be incorporated into the school wide plan.

The committee will meet yearly (May 2026) to review and update the plan as needed.

The district involves parents/families & community in the development of its Title I program, which is part of the Arkansas Comprehensive School Improvement Plan by keeping parents & families informed about PFE engagement programs and plans during meetings such as: District Report to the Public (October 2025), Parent Teacher Conferences (Sept. 9, 2025 & Feb. 10, 2026), School Annual Title I meetings, STEAM Nights and other workshops and activities.

Parents have opportunities to serve on the Warren Elementary PIT Crew Committee and attend Title I review meetings each year.

Parents are informed of school improvement status and choices they have in educating their student(s) during parent meetings throughout the year, Report to the Public, and Title-I Meetings.

All PIT Crew and Title-I meetings will provide Sign-in sheets, minutes, and agenda for monitoring and to provide documentation.

All meetings will be offered on campus and virtually.

2: Communications

Information including the location of the WES Parent and Family Engagement Plan and how to access the plan online will be shared with parents. A Parent signature page will indicate that the information about how to access the plan has been received. The plan will also be posted to the district website and WES website page. Parents are invited at Open House to meet with their child's teacher. Informational packet sharing school and class goals, objectives, and expectations for the year will be shared. This information will also be shared with parents of new students who enroll after the first day of school. Parent/Guardian as Leaders forms will be shared with parents listing ways to volunteer. Parent/Guardian as Leaders Volunteer forms will ask for parents to list interests and areas of expertise that volunteers are willing to share with students. Parents are asked to check daily and communicate through folder return, school website and Parent Square App. These will be utilized to send information to parents. Information and dates about activities will also be shared monthly through the WES Newsletter that is sent home monthly. Parents may also respond to teachers through email, text messaging or Parent Square messaging system. Meeting time for PIT Crew will be determined by parents participating. Parent Night meetings will include a series of Extended Day Programs (Science, Technology, Engineering, Arts and Math (STEAM) that provide an opportunity for parents and their child/children to experience the school situation in a positive and helpful manner where school staff may provide any needed assistance or encouragement.

Information about school events will be sent to area churches to a specific contact person. That person will help to explain the event and encourage parents to attend. This is especially important for our Hispanic population. All forms will also be available electronically. Parent Square, Facebook, Warren School District website, Google Classroom, email messenger, KWRF radio station, Saline River Chronicle and Eagle Democrat will be utilized to communicate with parents. Forms will be available in both English and Spanish.

3. Building Staff Capacity

Describe activities that will be used with school staff to build their capacity to work with parents as equal partners.

Teachers, Paraprofessionals and Administrators are trained annually on the benefits of staff and parents working together to ensure the best possible learning experiences. Staff and parents work together to promote activities to raise awareness and support for school activities. Staff members invite and welcome parents and community members to visit the school and encourage volunteering in various capacities during the school year. WES's Parent facilitator and teachers encourage parents to work with their children and provide parent and family engagement activities that can be used during and after school hours. The process for resolving parent concerns is listed in the WES Handbook that is given to all parents of students.

The district will build staff capacity through training and technical assistance. These measures may include but shall not be limited to the following:

The district ensures professional development requirements are met for teachers and administrators.

Staff development is the responsibility of the superintendent and district administrators with assistance in parent/family engagement training from the district's parent facilitators.

District wide professional development on Parent/Family engagement is embedded and conducted regularly and on scheduled years according to DESE guidelines.

Provide coordination on technical assistance and other support to schools in:

Technical assistance is provided to staff by the IT Department as needed.

Jointly developing school and parent family engagement plans and assisting in planning and implementing effective parent and family engagement practices by conducting workshops for staff during professional development and via Arkansas IDEAS website to ensure that professional requirements are met for teachers. WES staff attend appropriate workshops to enhance skills as needed such as Federal Programs, Parent/Family Engagement Conferences, and Math and literacy programs workshops. High Reliability School workshops, etc. Sending out articles and important resources to staff via email, in areas related to working with parents as equal partners.

WES will jointly develop a school-parent compact with parents and teachers. The compacts outline how parents, school staff, and students share the responsibility to improve students' academic achievement and the means by which they will build and develop a partnership to help children achieve the state's high academic standards. Building and Facilitators provide training opportunities to teachers, specialized instructional staff in how to recognize the importance and value of parents as equal partners and best strategies to reach out to and communicate with parents.

Assign tasks to parent facilitators from the WES Pit Crew to involve staff in implementing and coordinating parent organizations and programs.

Monthly newsletters which include parent resources will be sent electronically to parents. Paper copies will be available upon request.

Teachers and administrators shall receive (2)hours of PD following the DESE professional development rotation designed to enhance their understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

WES will provide training annually for volunteers. A volunteer orientation will be included at Warren Elementary when parents/community members first volunteer.

4: Building Parent Capacity

Parents will be invited to attend meetings on campus when feasible and virtually that will provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role plan and demonstration by trained volunteer, the access to the Department of Secondary and Elementary Education(DESE) website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired be the school district for at-home parental instruction approved by DESE. Meetings to

explain state assessment results will be available to parents upon request. Learner pathways of State Required skills at each grade level are provided to each family. Student assessment dates are shared with parents during the school year and tips to help students are also included. Link to DESE website with tools for parents is included in written communication along with WSD website and Facebook pages. A parent resource center is located in the school media center for parents to receive information on various topics of interest to parents.

The district will support parents in helping their student's academic success, and will accomplish building parent capacity in the following ways:

The district provides assistance to parents, as appropriate in understanding:

State & local assessments and state academic standards during parenting events such as Open House, Annual Title I meetings, Parent Teacher Conferences, Report to the Public, and STEAM Nights.

Info about assessments provided at WES (ATLAS (K-3), iReady (K-3), STAR reading (Gr 2 and 3), etc.

Teachers/staff communicate with parents regularly & share information regarding how to monitor a child's progress & work with teachers to improve academic achievement through communication sent through folders, by providing progress reports, and access to HAC (Home Access Center). These means of communication are available for parents to view students' academic progress.

Provide materials and training to help parents to work with their children to improve their child's academic achievement:

Parent/family meetings, conferences & activities are held regularly to build parent capacity.

Host at least 2 Parent-Teacher Conferences and other meetings throughout the semester at flexible times to encourage parent participation and share strategies, resources with parents.

Hold Parent & Family Engagement workshops during professional development.

Host other parent meetings to share with parents how to work with teachers to monitor their child's progress, such as math/literacy that provide instruction and supplemental information for families to use at home in working to increase a child's achievement. WES also has an active PIT Crew.

Provide such other reasonable support for parental involvement activities.

Summer tutoring programs are available during the summer break.

Send communications to parents about how to work with their children to improve academic achievement, events in our district, opportunities to volunteer through email, text messages, letters home, campus newsletter etc.

The district provides parents with materials that are secured from state & national websites, DESE, Title I PFE funds & local resources in the form of brochures and guides.

During the open house at the beginning of the school year, the WES CHIP Volunteer Form document will be shared with parents. This form provides volunteers with a list of volunteer opportunities and requirements for volunteering in schools. New ideas are solicited.

A Volunteer Award may be selected and presented at the 2025-2026 District End of Year Celebration Ceremony to honor volunteers.

Communication with parents will be available electronically and on campus.

5: Coordination of Services

Community partners will be invited to participate in activities sponsored by the school. Preschool student programs have the opportunity to visit our school for tours and are invited to participate in transition activities. The school enables the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. To encourage partnerships with the community, the school will recruit alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. This coordination of services will be part of the school's improvement plan.

The district will coordinate with organizations, businesses and community partners (listed below) to provide support & resources to families. The district has an active role in the participation of the community in improving students' achievement, and recognizes that community resources strengthen the school's program, PFE & student learning.

School Lunch Act through our nutritional services, provides nutritionally balanced, free breakfast and lunches to children each school day.

WES parent center will provide tools and resources to help parents become more involved in their child's education. Resources include: Parenting education brochures, internet access, activity books, workshops, volunteer opportunities, CED and Adult Ed information, etc.

WES hosts orientation programs for students entering Kg - 3rd grades.

WES collaborates with mental health agencies and child welfare agencies to promote student's wellbeing.

6: Annual Title I Meeting

The school will conduct an Annual Title 1 meeting for parents of the students who participate in Title 1, Part A program. This meeting will be held separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. The meeting will be held Aug. 2025, for all parents.

7: School-Parent Compact

School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact. Compact will be explained to parents during Open House. New students entering the district will have a parent packet delivered at time of enrollment. Teachers will host at least two conferences with parents of learners in their classroom. Teachers will lead parents in a discussion of a summary of the student's achievement and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Learner progress may be checked using the HAC system. All parents and community members are invited to participate in a variety of roles of volunteer activities and are welcome to observe classroom activities. Volunteer surveys will be utilized by staff members to invite volunteers into the school. Interests and availability of volunteers will be available in the volunteer resource book.

A parent-friendly summary of the district Parent & family engagement plan is placed in the handbook and placed on district website along with DESE approved plan.

WES Elementary has developed and written its 2025-2026 Title I Parent and Family Engagement Policy with input from staff, parents and families representative of the children in our district. By October 1st, the policy will be distributed to parents of Title I students through handouts given to students to take home, and at various school functions and meetings throughout the school year. The plan will be posted to the district's website by Aug. 1, and in the student handbook as an addition and a hard copy may be requested from the office at any time.

The WES Parent Facilitator will establish and maintain parent resources to provide materials and info to parents in supporting their child's academic achievement.

WES provides assistance as needed to meet all Title I requirements & continues to integrate technology and technology training into the district by purchasing more technology equipment to promote students' academic success.

Staff communicate and work with parents as equal partners at two Parent/Teacher Conferences, 3:00-7:00 p.m. held throughout the district each year which are on the district and school calendar of events. At conferences, teachers review and discuss with parents student academic achievement, Title I Compacts with the parent/family as relative to student achievement, interact and collaborate with families.

Ensure information is sent home in a language & format parents & families can understand.

Teachers will provide information about school and parent programs, meeting and other activities to parents in a format, to the extent possible, and language parents can understand.

ELL Coordinator is available for parent meetings upon request.

Compacts will be signed in person or electronically by all parents.

8: Reservation of Funds

WES PIT Crew will work with 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 during scheduled PIT Crew meetings. PIT Crew members and parents are invited to attend the Annual Title 1 meeting conducted in the spring of each year to review the year and make suggestions for the upcoming school year.