

Faulk Elementary
School Parent and Family Engagement Policy
2018-2019
908 Vanderbilt
West Memphis, AR 72301
870-735-5252

Dr. Kirk Freeman, Principal

Mr. Greg Brinkley, Assistant Principal

*District: West Memphis School District

*Grade Levels: K-6

*Parent and Family Engagement Coordinator: Brandi Bragg

*Are you Title 1 School wide? Yes

*Percent of free and reduced lunch: 100%

*Parent and Family Engagement Committee Members:

- Brandi Bragg- Parent Facilitator/3-6 math coach
- Sue Cash- Kindergarten Teacher
- Lorraine Coppage- 1st Grade Teacher
- Jacqueline Duckworth-K-2 literacy coach
- Paul Fowler-Parent
- Lorenzo Parker- Parent
- Erandy Sanders-Parent
- Tenisha Washington-Parent

Faulk Elementary will use a variety of communication strategies to provide additional information to parents and increase Parent and Family Engagement in supporting classroom instruction.

- We will ensure that teachers send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school.

Person Responsible: Brandi Bragg Date Implemented: August 2018

- We will provide parents progress reports every 4 1/2 weeks and report cards every nine weeks with information regarding their child's academic progress. *Person Responsible: Kirk Freeman Date Implemented: August 2018*
- We will send flyers home with students, post notices in school facilities and public buildings, post on the Faulk's Facebook page, school monitors and marquee, and provide information in local newspapers about parent workshops and meetings. *Person Responsible: Brandi Bragg Date Implemented: August 2018*
- We will ensure that classroom teachers send weekly newsletters home to parents to inform them of what is going on in the classroom. *Person Responsible: Brandi Bragg Date Implemented: August 2018*
- We will use Blackboard Connect, our telephone calling system, to send parents information. *Person Responsible: Tami Spears Date Implemented: August 2018*

Faulk Elementary will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

- **Back to School Bash:** *Person Responsible: Brandi Bragg Date Implemented: August 7, 2018*
- **Open House:** *Person Responsible: Dr. Kirk Freeman Date Implemented: K – 6th Grade Date Implemented: September 4, 2018*
- **Parent Teacher Conferences:** *Person Responsible: Dr. Kirk Freeman Date Implemented: October 22, 2018 and March 14, 2019*
- **Awards Day (for students):** *Person Responsible: Susanne Williams Date Implemented: September 2018*
- **Parent Night:** *Person Responsible: Brandi Bragg Date Implemented: October 16, 2018*
- **K-6 Literacy/Math/Science Night:** *Person Responsible: Mrs. Langley, Ms. Duckworth, Ms. Martin and Ms. Bragg Date Implemented: November 13, 2018 (tentative date)*
- **Black History Program:** *Person Responsible: Brandi Bragg Date Implemented: February 28, 2019*
- **Field Day /Volunteers:** *Person Responsible: Shondra Farris Date Implemented: May 3, 2019 (tentative date)*
- **Parent Appreciation Night:** *Person Responsible: Brandi Bragg Date Implemented: May 15, 2019 (tentative date)*

Faulk Elementary will provide information to parents about volunteer opportunities.

- We will provide instruction to parents on how to incorporate developmentally appropriate activities in the home using different strategies, use of and access to the Department of Education website tools for parents (Arkansased.org), and other strategies/curriculum (extra work) approved by the Department of Education. *Person Responsible: Brandi Bragg Date Implemented: August 2018*
- We will provide at least 2 hours of professional development for teachers designed to enhance their understanding of effective Parent and Family Engagement strategies. The district will provide the administrators with at least 3 hours of professional development designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. *Person Responsible: Dr. Kirk Freeman Date Implemented: August 2018*

Faulk Elementary will work with parents to create a School-Parent Compact.

- Faulk's staff, parents, and students will develop and sign a school-parent-student compact. The compact outlines the roles and responsibilities for each party 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. *Person Responsible: Brandi Bragg Date Implemented: September 4, 2018*
- Faulk Elementary will provide opportunities for parents to be involved in the development, implementation and evaluation of the schoolwide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program.
- To take advantage of community resources, Faulk shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. *Person Responsible: Brandi Bragg Date Implemented: August 2018* Faulk shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. *Person Responsible: Brandi Bragg Date Implemented: October 2018*

Faulk will provide resources for parents.

- We have created a Parent Center where parents may check out materials, use the computer to check grades, and visit educational Websites. Parents will be encouraged to view the Title I Plan located in the parent resource 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. *Person Responsible: Brandi Bragg Date Implemented: September 2018*
- We will distribute informational packets each year that includes a copy of the school's Parent and Family Engagement policy, survey for volunteer interests, recommended roles for parents/ teachers/students and 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, e-mail...).
Person Responsible: Brandi Bragg Dates Implemented: September 2018 (Parent and Family Engagement Plan)
- We will 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.
Person Responsible: Brandi Bragg Date Implemented: August 2018
- We have a parent center stocked with materials for parents to use to help their child. *Person Responsible: Brandi Bragg Date Implemented: August 2018*
 - We have included in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. *Person Responsible: Dr. Kirk Freeman Date Implemented: August 17, 2018*

The principal has designated 1 certified staff member Brandi Bragg to serve as a parent facilitator. *Person Responsible: Dr. Kirk Freeman Date Implemented: August 2018*

Faulk Elementary will engage its parents in the evaluation of our Parent and Family Engagement efforts.

- We will include parents in the annual evaluation of the Title I, Part A Program's Parent and Family Engagement efforts through an annual evaluation using a

comprehensive needs assessment filled out by teachers and school staff, and parents will fill out surveys. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the Parent and Family Engagement policy and make changes if necessary. While collecting evidence about satisfaction with the program and the school's efforts to increase Parent and Family Engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth. *Person Responsible: Brandi Bragg Date Implemented: April 2019*

Faulk Elementary will use the parent interest surveys to select, plan and implement Parent and Family Engagement activities that will be offered throughout the year.

- We will use the results of the parent interest survey to plan the Parent and Family Engagement activities for the year. *Person Responsible: Brandi Bragg Date Implemented: May 2019*
- We will evaluate the activities that were suggested by the parents at the end of the year as part of the annual Parent and Family Engagement plan evaluation. *Person Responsible: Brandi Bragg Date Implemented: May 2019*

Faulk Elementary Annual Title I Meeting is conducted separately from other meetings.

- The school will hold its annual Title I meeting separate from any other meetings or activities to ensure that we have enough 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. *Person responsible: Dr. Kirk Freeman Date Implemented: September 4, 2018*
- Faulk Elementary Parent Facilitator and Contact Information

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