

**Eastside Elementary School  
Parent and Family Engagement Plan  
2017-2018**

**Goal 1: Eastside Elementary will use various communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

- The school will distribute a bi-monthly newsletter to parents that is developed with the participation of the parent-school organization, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. (Jill Fletcher Principal; August-May 2018)
- Each Teacher will 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. (Regular Classroom Teachers, Jill Fletcher, Principal; August- May 2018 501-743-3563)
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress. (Regular Classroom Teachers, Carol Skiba, Assistant Principal/Instructional Facilitator; August- May 2018 501-743-3563)

**Goal 2: Eastside Elementary will hold regularly scheduled parent meetings, conferences, and various activities throughout the school year providing flexible meeting times with the goal of increasing parental involvement and build staff and parent capacity to engage in these types of efforts.**

- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (Jill Fletcher, Principal; October 19, and 20 2017; March 14, and 15 2018; 2:45-7:00 PM 501-743-3563)
- The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. (Jill Fletcher, Principal; September 19, 2017 501-743-3563)
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning. (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator; Amy Disney, PTO Vice-President, Jill Fletcher, Principal; August-May 2018 501-743-3563)
  - Library assistant
  - Special parent lunches
  - Book fair helpers
  - Grandparents Day
  - Family reading night
  - Open House
  - Parent-school organization

**Goal 3: Eastside Elementary will provide information to parents about volunteer opportunities.**

- 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 trained volunteer, the use of and access to the Department of Education website 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. (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator 501-743-3563)
  - Parent Night (September 19, 2017)
  - Grandparents Day (September 21 and 22, 2017)
  - Family Night (November 2017)
  - Family Night (December 2017)
  - Family Night (January 2018)
  - Family Night (March 2018)
- State requirement- The teachers will host a parent night in which they will talk to parents about the different resources that they can use to help their child. The teachers will provide them with the information of the Department of Education website and how the parents can use

these tools to help their child. The teachers will provide at home activities that are easily accessible for parents to be able to use and help their child.

- State requirement- Eastside Elementary Faculty and Staff will participate in no fewer than 2 hours of professional development for teachers designed to enhance the understand of effective parents and family engagement strategies. Administrators will participate in no fewer than 3 hours of professional development.

**Goal 4: Eastside Elementary will provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and to engage them in the decision-making processes regarding the plan.**

- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
- (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator August- May 2018 501-743-3563)
- The school shall enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school. (Amy Disney, PTO Vice-President; August-May 2018 501-743-3563)

**Goal 5: Eastside Elementary will provide resources for parents.**

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to visit the parental resource center. The school will open the resource center at hours that are convenient to parents. (Lauren Griffin and Lori Dela Paz, Parent Involvement Coordinator; August –May 2018 501-743-3563)
  - Eastside Elementary Parent Resource Center hours of operation: Monday-Friday during regular school hours and any after school special event.
  - The Parent Resource Center is located in the hallway between in the Kindergarten and Third Grade wings. It is on the back wall of the Library.
- The school will distribute informational packets each year that includes a copy of the school’s parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child’s education, parental involvement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate. (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator); Packets distributed at Eastside Elementary Open House, August 10, 2017; and are also available in the office. 501-743-3563)
- 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. (Lauren Griffin and Lori Dela Paz, Parent Involvement Coordinator; August-May 2018 501-743-3563)
- Create a parent center (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator September 2017 501-743-3563)
- Include 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 (Cabot School District, August 2017 501-743-3563)
- The principal of each school in a school district shall designate at least (1) certified staff member who is willing to serve as a parent facilitator. (Jill Fletcher, Principal; August 2017 501-743-3563)

**Goal 6: Eastside Elementary will use parent interest surveys to select, plan, and implement parental activities that will be offered throughout the year.**

- The school will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning activities they feel will be most beneficial in the efforts to support their child academically. (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator August 2017 501-743-3563).
- The school will use the results of the parent interest survey to help plan the parental involvement activities for the year. (Lauren Griffin and Lori Dela Paz, Parent and Family Engagement Facilitator 501-743-3563)

**Parental and Family Engagement Facilitators:** Lauren Griffin and Lori Dela Paz

**Parent and Family Engagement Committee:** Jill Fletcher, Principal\* Carol Skiba, Assistant Principal/Instructional Facilitator \* Amy Disney, Parent Teacher Organization Vice-President\* Anita Kee, Heather Colias, Amy Belew, Vicki Hock, Tonia Hoffman, Shonda Engelstad, Rhonda Elliot, Megan Kendall, Candice Castillo Parents\* Stephanie Tiner Alumni Parent