

## Magness Creek Parent and Family Engagement Plan

Magness Creek Elementary is dedicated to the effective education of all students. We recognize the family as the primary influence in a child's life, and know that the family plays an integral role in the educational success of all children. Education is a shared responsibility of the family and the school during the entire time a child spends in school. Families and school staff must work together as knowledgeable partners to attain success. Magness Creek Elementary is committed to effective parental involvement. We welcome parents/guardians/caregivers to our campus and classrooms by providing a climate conducive to active parental involvement.

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

- The school will distribute a calendar of school activities that is developed with participation of the parent-school organization, principal, staff and parent volunteers. **Jacqueline Gaskins and PTO-August**
- The school will create a Web site where school information will be available. Also, parents can access their child's attendance using a PIN number they received at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. **Teachers, Shiretta Pfalser-ongoing**
- 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. **Teachers-ongoing**
- Teachers will contact parents on an individual basis as needed to communicate about their child's progress. **Teachers-ongoing**
- The school will provide to parents reports/report cards every nine weeks with information regarding their child's academic progress and upcoming classroom and school events. **Teachers-Quarterly**
- The school will send parents their child's test results and standardized test scores. **Kristi Johnson-ongoing**
- The school will send information home with students, post notices in school facilities and public buildings about parent meetings. **Magness Creek Staff-ongoing**
- The school will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings to provide information to parents. **Magness Creek Staff-ongoing**

### **Goal 2: Magness Creek will have parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts.**

- These meetings will include parent's night to help parents understand how to enhance their child's education. **Magness Creek Staff-September**
- These meetings will include the "One School, One Book" program that provides an opportunity for parents and their children to read as a family at home. **Sarah Adkins-Spring**
- 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. **Magness Creek Staff-October and March**
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
  - Annual Report to the Public **Mrs. Bankston-September**
  - Open house **Magness Creek Staff-August**
  - Back to School Bash **PTO-August**
  - Parent Information Nights **Magness Creek Staff-September**
  - Parent/Teacher Conferences **Magness Creek Staff-October and March**
  - PTO meetings **PTO-ongoing**
  - Musical Programs **Stephanie Robertson, TBA**
  - Literacy and Math Night **Mrs. Bankston, TBA**
  - Science Night **Mrs. Bankston, TBA**
  - Grandparent's Day **PTO, September**
  - Award and Recognition Assemblies **Mrs. Bankston, December and May**
  - Pre-K to Kindergarten Transition visits **Pre-K teachers, May**
  - Pre-K Program **Pre-K teachers, Ongoing**
  - Career Focus **Kristi Johnson, April**
  - Room Parents **Teachers-ongoing**
  - PALS Program **Kristi Johnson, ongoing**
  - Fire Prevention Week Activities **Teachers-October**
  - Special Events such as: Read Across America, Children's Book Week, Field Trips, Fitness Frenzy, Red Ribbon Week Activities, Dr. Seuss Birthday, etc. **Teachers-ongoing**
  - Cookies with Santa **PTO-December**
  - Food-for-Kids Program **Kristi Johnson, ongoing**
  - Book Fairs **Mrs. Adkins-September, February**

**Goal 3: Magness Creek will provide information to parents about volunteer opportunities.**

- The school will provide opportunities for parents and community members to support the instructional program through such programs as Reading Buddies, tutoring, and special friends. **Bankston-ongoing**
- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful. **PTO and Lindsay MacMillan, ongoing**
- 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. **Kristi Johnson, Monthly**
- (Staff Development) The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. No fewer than three (3) hours of professional development for administrators 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. **Mrs. Bankston, August**

**Goal 4: Magness Creek will provide resources for parents.**

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. **Lindsay MacMillan, ongoing**
- 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 (notes, phone calls, e-mail...). **Jacqueline Gaskins and PTO-August**
- 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. **Mrs. Bankston and Lindsay MacMillan, as needed**
- Create a parent center. It is located in the front hallway next to the nurse's office and is open during school hours and until 4:00 after school. **Lindsay MacMillan, ongoing**
- 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. **District, ongoing**
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. **Mrs. Bankston, August**

**Goal 5: Magness Creek will engage parents in the evaluation of your parental involvement efforts.**

- The school will engage parents in the parental involvement plan by creating a committee, made up of teachers, parents and school staff to determine the effectiveness of the parental involvement plan and make changes if warranted. Collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement 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. **Lindsay MacMillan, Kelly Bankston, Kelly Riggs, Kelly Mitchell, Tiffany Johnston, Courtney Masters, Lori Phillips, Lauren VanDorple, Melissa Underwood, Kelsey Livingood, Krystal Weaver, Cori McCall, Jacqueline Robinson, Joy Rogers-October**

**Goal 6: Magness Creek will use the parent interest surveys to select, plan and implement parental involvement 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 the activities they feel will be most beneficial in the efforts to support their child academically. **Lindsay MacMillan, October**
- The school will use the results of the parent interest survey will be used to plan the parental involvement activities for the year. **Lindsay MacMillan, October**
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. **Lindsay MacMillan, May**