

AR  
Jonesboro School District  
2506 Southwest Square  
Jonesboro AR 72401  
870-933-5800

### District Parent and Family Engagement Plan

<b>School Year:</b>	2018-2019
<b>Superintendent:</b>	Dr. Kim Wilbanks
<b>District Parent and Family Engagement Coordinator:</b>	Misty Doyle
<b>Email (of Coordinator):</b>	misty.doyle@jonesboroschools.net

#### Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Laura	McDowell	Parent
Jenna	Stafford	Parent
Cindy	Thyer	Parent/Circuit Judge
Timeka	Scales	Parent
Juliana	Crawley	Parent
Amanda	Herget	Parent/Business Owner

#### Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Tony	Thomas	Craighead County Judge Asst.
Karleen	Sheets	Asst. Superintendent
Joe	Hafter	City Council/
Sue	Castleberry	Asst. Superintendent
Kim	Wilbanks	JPS Superintendent
Misty	Doyle	PFE Coordinator

#### **Goal 1: How will the LEA foster effective parent and family engagement strategies and support partnerships among school, parents, and the community to improve student achievement?**

1. Review Parent and Family Engagement policy annually to ensure the policy provides opportunities authentic opportunities for parents to be actively engaged.
2. The district will host an Annual Title I Parent meeting to discuss the Title I program. The agenda will provide ideas for parents to help their children academically, provide information about the Title I schools, and elicit feedback from parents regarding ways to support their children. During the 2017-18 school year, the meeting was held on January 31, 2018. During the 2018-19 school year, the meeting will be held in the Spring of 2019.
3. The district is required to reserve 1% of it's Title I allocation for parent and family engagement. The district determines the amount of 1% set aside based on student enrollment. A per pupil amount is determined for parent and family engagement. Each Title I school receives the per pupil amount based on the enrollment in the building. Minimal funds are maintained at the district level.

4. Parent and Family Engagement activities will be available to parents of students of all ages. Opportunities will be offered to transition students from preschool to kindergarten, from kindergarten to magnet schools, from magnet schools to junior highs, and junior highs to high school. Becky Shannon, principal at the Jonesboro Kindergarten Center will coordinate transition from preschool to kindergarten. Counselors will coordinate the transition from magnet schools to junior high and to high school.

5. Each school has a Parent and Family Engagement Coordinator. The Parent and Family Engagement Coordinator for each school includes: Jonesboro Jonesboro Kindergarten Center-Paige Cothorn, Math and Science-Sarah Rout, Visual and Performing Arts-Connie Cook, Health, Wellness, and Environmental Studies-Alicia Rose, International Studies-Julie Plunkett, MicroSociety-Lindsay Phillips, Annie Camp Junior High School-Martha Hubbard, MacArthur Junior High-Cindy Calhoun, Deb Cook-the Academies at Jonesboro High School. Misty Doyle, District Parent and Family Engagement Coordinator, will collaborate with Parent and Family Engagement Coordinators regarding annual review of effectiveness for the Parent and Family Engagement Plan.

6. Dr. Sue Castleberry, Assistant Superintendent, collaborates with the JPS Student Services Committee, building leadership teams, curriculum team, and other stakeholders to revise all district policies to meet requirements. Input from the parent and community stakeholders at the annual Title I meeting are considered.

7. The district Parent and Family Engagement Committee meets annually to review policies and discuss ways to improve student learning. All schools in the district have Parent and Family Engagement committees and parent organizations (PATHS-Parents and Teachers Helping Students). Parents are actively involved in the process of school improvement through the process of soliciting feedback and providing opportunities for discussion.

8. All students have equal access to parent information, including parent and family engagement plans, information about parent meeting and activities, and access to each school's Parent Center. Teresa Hendrix, Director of Special Education, ensures that all parents with children with disabilities have equal access and Cindy Thompson, Director of Special Programs, ensures forms are given in various languages to parents.

---

**Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental engagement?**

1. School calendars are posted on the district website. District staff participates in numerous building Parent and Family Engagement activities each year. District staff participates in building leadership team meetings and professional learning communities where parent and family engagement activities are planned. Parent and family engagement activities are also discuss an administrator meetings.

2. The district ensures that staff members participate in Professional Learning Communities (PLCs) for their grade or department. In their PLCs, staff members discuss parent and family engagement, including mentor programs, community support, etc.

3. Interpreters assist at parent-teacher conferences, parent programs, enrollment, etc. Parent information sent home is translated in the child's home language. Person Responsible: Karleen Sheets, Assistant Superintendent (870-933-5800).

4. Parents in every school receive a copy of JPS K-12 Student/Parent Handbook which includes these policies. The polices are also posted on the JPS website. Person Responsible: Dr. Sue Castleberry and Karleen Sheets, Assistant Superintendent (870-933-5800).

5. The district monitors schools to ensure that all schools:

- Develop Parent and Family Engagement policy-This Policy is developed district-wide and is posted on the JPS website and is in the K-12 Student/Parent Handbook.
- Offer flexible meeting times-in additional to scheduled parent-teacher conferences, conferences are scheduled at the parent's request. The EL staff schedules conferences with parents and provides interpreters, if needed.
- Provide information to parents about the school's program, include parent information guide.
- Develop and use the School-Parent Compact that is distributed and collected annually in each school.
- Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement. Schools offer multiple opportunities for parent and family engagement. Person responsible:

6. The district supports schools as they provide to support to parents in the acquisition of academic skills and their application in real-life situations for parent use. All schools have PATHS meeting to help plan these activities. For example:

- Math and Science-conduct STEM nights
- Visual and Performing Arts-each grade level designs a parent night to support their students' grade level standards
- Jonesboro Kindergarten Center-offer meetings for parents of ELL/Migrant children

7. Each school encourages parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts. For example:

- Jonesboro Kindergarten Center: JKC provides opportunities for parents and community members to support the instructional program through Parent PATROL and Junior Auxiliary. JKC provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents. Teachers explain the requirements of the Parent PATROL program and encourage parents to become involved in the school. Brief training sessions by the Library Media Specialist provide opportunities for parents and community members to participate as school volunteers in order to make the experience successful for the volunteer and school.
- Math and Science Magnet School-The school provides opportunities for parents and community members to support the instructional program through tutoring and lunch buddies. The school provides a list of volunteer opportunities and solicits ideas for other types of volunteer efforts during orientation of parents and through a letter sent home.
- Visual and Performing Arts Magnet School-VPA provides opportunities for parents and community members to support the instructional programs through musical programs, guest readers, book fair volunteers, tutoring, and the lunch buddy mentoring program. Training sessions are provided to volunteers to ensure success.
- Health, Wellness, and Environmental Studies- HWES provides opportunities for parents and community members to support the instructional program through volunteering. Opportunities include reading tutoring, mentoring lunch buddy program, and book clubs. The school provides a list of volunteer opportunities which solicit ideas for volunteers to support the instructional goals of the school. Additionally, training is given to volunteers regarding volunteer requirements and opportunities to ensure success. The Parent and Family Engagement Coordinator trains volunteers.
- International Studies-The school provides opportunities for parents and community members to support the instructional program through P.A.T.C.H.E.S. (Parents, Administrators, Teachers, and Community Helping Educate Students). Other opportunities for volunteerism include Junior Auxiliary, Micro Mentors, and Lunch Buddies. MicroSociety provides a list of volunteer opportunities and solicits ideas for other volunteer efforts.
- Annie Camp Junior High School-The school provides opportunities for parents and community members to support the instructional program through career job shadowing, guest speakers for Veterans' Day, etc. The school provides a list of volunteer opportunities for volunteers. Teachers explain the requirements to parents and encourage them to become involved in the school. Brief training sessions 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.
- Douglas MacArthur Junior High School-Announcements are made through the DMJHS NEWS and Parent and Teacher Organization regarding volunteer opportunities. The school provides a list of volunteer opportunities to parents and encourages them to become involved in the schools.
- The Academies at Jonesboro High School provides opportunities for volunteering through advisory boards. The school has implemented monthly parent meetings to called Breakfast with the Principal. Volunteer opportunities are discussed at these meetings.

8. Each school encourages parent participation through innovative scheduling of activities that meet the needs of the families in their schools. Feedback and needs are gained through an annual survey to parents. For example:

- Visual and Performing Arts-VPA provides opportunities to parents and community members to support the instructional program through musical programs, guest readers, book fair volunteers, tutoring, and the lunch buddy program. VPA offers a preview night during the second semester for prospective students and their parents to tour the campus. This night offers the opportunity for prospective students to meet the staff and discuss academic programs and the arts curriculum. VPA, MacArthur Junior High and Annie Camp Junior High

School collaborate to ensure a smooth transition from one school to the next.

- Math and Science Magnet School-The school works with the Jonesboro Kindergarten Center and the two junior high schools (Annie Camp and MacArthur) to provide a smooth transition and each milestone by raising parent awareness of procedures and related activities. The school hosts special orientation programs for parents and students to help with transition, including March parent-teacher conferences and Magnet Preview Nights.
- International Studies Magnet School-The school works to provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. Sixth grade students and their parents attend the Parent-Teacher Conferences in March at their respective junior high campuses to obtain information for the following year.
- Annie Camp Junior High School-The school helps provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities through their Open House for 7th grade students and new students to the district. The school hosts 6th grade parents in March for parent-teacher conferences so that students and parents familiarize themselves with the school before classes begin in the Fall. The school also has an active parent group that meets once a month. Information is shared with parents and suggestions are solicited to improve the school.
- MacArthur Junior High School-The school counselors work with the elementary magnet schools to provide a smooth transition to junior high school by hosting parents in March at Parent-Teacher Conferences and hosting an orientation for parents and students to transition smoothly. Parents have the opportunity to meet the teachers at the end of the school year.

9. Following the ADE professional development rotation schedule, staff members participate in professional development to enhance their awareness and skills to engage parents and family members as equal partners.

Person Responsible: Misty Doyle, (870-933-5800)

---

### **Goal 3: How will the district build the school's capacity for strong parental engagement?**

1. The district meets once a month with building administrators to discuss various topics, including parent and family engagement. The district hosts a Title I parent meeting annually. Educational goals are discussed for each campus. Dr. Kim Wilbanks, Superintendent, facilitates the principals' meetings and annual Title I meeting. (870-933-5800)
2. Each campus has a parent organization. Dr. Sue Castleberry and Karleen Sheets, Assistant Superintendents, collaborate with principals and parent and family engagement coordinators to support parent groups on each campus. (870-933-5800)
3. Each campus has various community partners who assist in a variety of ways, such as serving on advisory committees, mentoring, facilitating the food backpack programs, lunch buddies, providing supplies, and assisting teachers with various needs in their classrooms.
4. Resources are allocated to each school to ensure the parent center has materials available to parents to learn about child development, assist their children academically, and child rearing activities.
5. Surveys to collect parent input are conducted regularly via paper/pencil, Google Forms, and/or Survey Monkey. Karleen Sheets, Assistant Superintendent, supports each school in the development of administering and analyzing surveys. (870-933-5800)
6. The ACSIP school improvement process is used to allocate resources and coordinate actions for parent and family engagement. Our district follows the continuous cycle of improvement model of "Plan, Do, Check" to analyze data, establish plans of actions, and monitor progress.
7. Through the school improvement process, needs of each school are identified and plans are developed to meet the needs of students. The district provides on-going support to schools to ensure quality parent and family engagement programs are implemented. Misty Doyle, District School Improvement Specialist, assists schools if additional parent and family engagement support is needed. (870-933-5800)

**Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parent and family engagement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation?**

1. Surveys are conducted during the school improvement process. Schools develop surveys to meet the needs specific to each campus. Surveys are disseminated to parents in a variety of ways including paper and electronic surveys. These surveys are given to parents at parent nights such as open house, literacy nights, etc. Additionally, they are sent home in students' backpacks and sent through electronic links via email, Class Dojo, and Remind 101. The Parent and Family Engagement Coordinator on each campus is responsible for ensuring surveys are analyzed and used to develop the building's Parent and Family Engagement Plans. The survey will include questions to identify barriers to parent and family engagement. Person responsible: Jonesboro Kindergarten Center-Paige Cothorn (870-933-5835), Math and Science-Sarah Rout(870-933-5845), Visual and Performing Arts-Connie Cook 870-933-5830), Health, Wellness, and Environmental Studies-Alicia Rose 870-933-5850), International Studies-Julie Plunkett 870-933-5825), MicroSociety-Lindsay Phillips 870-933-5855), Annie Camp Junior High School-Martha Hubbard 870-933-5820), MacArthur Junior High-Cindy Calhoun 870-933-5840), Deb Cook-the Academies at Jonesboro High School870-933-5881).
2. During the ACSIP school improvement process, teams review data to determine the effectiveness of school improvement plans. Data is also reviewed at annual Title I meetings, advisory committee meetings, etc. The ACSIP chairs on each campus are responsible to ensure parents are included in developing evaluation procedures and using data to develop the Parent and Family Engagement Plans.
3. Schools maintain documentation (notices, sign-in sheets, agendas, minutes) of parent and family engagement activities.
4. Findings from the evaluation process are used to make recommendations to each school for parent and family engagement policy revisions and provide suggestions for designing school improvement policies as they relate to parent and family engagement. The district school improvement specialist and other district staff collaborate with building staff members to progress monitor progress toward identified goals. If district policy needs to be revised, Dr. Sue Castleberry, Assistant Superintendent, meets with building personnel. Revisions are submitted to the School Board for approval. (870-933-5800)
5. The evaluation of the parent and family engagement programs are included in the ACSIP (Arkansas Consolidated School Improvement Plans) and are posted on the district website. The Parent and Family Engagement Coordinator in each school is responsible for completing the evaluation, use results to prepare the next plan, and disseminate results to parents. Person responsible: Jonesboro Kindergarten Center-Paige Cothorn (870-933-5835), Math and Science-Sarah Rout(870-933-5845), Visual and Performing Arts-Connie Cook 870-933-5830), Health, Wellness, and Environmental Studies-Alicia Rose 870-933-5850), International Studies-Julie Plunkett 870-933-5825), MicroSociety-Lindsay Phillips 870-933-5855), Annie Camp Junior High School-Martha Hubbard 870-933-5820), MacArthur Junior High-Cindy Calhoun 870-933-5840), Deb Cook-the Academies at Jonesboro High School (870-933-5881).

---

**Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?**

1. Parents serve on each ACSIP team. Dr. Kim Wilbanks, Superintendent, and Karleen Sheets, Assistant Superintendent, collaborate with building personnel to ensure parents are included on building ACSIP teams. They collaborate with building, parent organization leaders, and community members to ensure parents are included in the district ACSIP team. The school improvement process includes implementing surveys, analyzing data, identifying needs and resources, and developing plans to implement, monitor, and evaluate school improvement efforts. Person responsible: Dr. Kim Wilbanks, (870-933-5800)
2. The district encourages formation of partnerships between the district and local businesses, that also includes roles for parents. These partnerships include internships, participation in after-school programs, presentations, and support with lunch buddy programs, food backpack programs, etc.

**ADE Reviewer Responses:**

Goals	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
<b>Goal 1</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jonesboro School District's 2018-2019 Parent and Family Engagement Plan has been reviewed and is in compliance. The additional information and detailed descriptions are appreciated. No revisions are needed at this time. The plan can now be posted to your website. Please, retain a copy of this review along with a copy of your 2018-2019 Parent and Family Engagement Plan for your records. Thanks so much for the hard work and effort that went into completing your plan.	10/3/2018
<b>Goal 2</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/3/2018
<b>Goal 3</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/3/2018
<b>Goal 4</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/3/2018
<b>Goal 5</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		10/3/2018