

Robert F. Morehead Middle School

Engagement Plan

Parents of Robert F. Morehead Middle are involved in the development of the school parent & family engagement plan, and are involved in the planning, update, review & improvement of PFE programs. Below are the ways this is accomplished:

- Robert F. Morehead Middle School will provide opportunities for parents to be involved in the development, review, update, improvement, implementation and evaluation of our school's parent and family engagement plan.
- Robert Morehead Middle School Involves parents in the development of the school's parent and family engagement plan, and is also integrated into district's plan.
- The school will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through results from surveys/questionnaires during an annual evaluation.
- The school will enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school.
- Provide parents with the opportunity to express their feedback on various surveys throughout the school year; all feedback will be collected and submitted to the district.
- The PTO Committee will consist of educators, which will include the building principal, assistant principal, building level parent facilitator and instructional staff members and parents. This committee will be committed to providing collaborative feedback as needed for decision making as representatives of the school-wide PTO. They will meet at least twice per quarter to develop ideas and plan actions for school improvement and to meet the needs of parents.
- All comments indicating parent and family concerns with the (LEA) district Title I plan shall be collected and submitted along with the plan to the Department of Education

Communication with parents is another requirement of the Parent and Family Engagement Plan. The Robert F. Morehead believes that in order for parent/teacher communication to be beneficial it should be open, two-way, and to the extent possible, in a language and format that the parent can understand.

It is believed that only through effective communication can each child's success be assured. Parents are encouraged to call the school to speak with their child's teacher should they have any questions or concerns. Parents are also welcome to set up a time for a conference at which teachers can give their undivided attention to the parent's concerns and questions. Phone and email contact information is located on our school's website for each teacher and staff member.

The RFM plan will be distributed to parents, and communicated to parents as well as any other information related to school & parent programs, meetings & other activities in the following ways:

□ RMMS / DHS will post the school parent and family engagement plan, along with contact info about the parent facilitator to families and the local community, post to the school's website by Oct. 1st, a parent friendly summary will also post to the school's website, and parents will be notified in writing about the summary. Signatures from parents acknowledging receipt of the district's PFE summary.

□ The plan is written in an understandable and uniform format, to the extent practicable, provided in a language the parents can understand.

□ The informational packet is also available on-line and is appropriate for the age and grade of each child. The packet/guide lists information about:

- Description of Parent and Family Engagement plan
- Recommended roles
- Ways for a family to get involved in a variety of roles
- Survey regarding volunteer interests
- Schedule of activities planned throughout the school year
- Regular, two-way, and meaningful system for parents/teachers to communicate

Robert F. Morehead Middle School / DHS will provides two parent/teacher conferences along with other parent meetings, and activities throughout the year with flexible meeting times to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts.

- Provide clear information regarding curriculum frameworks, student placement, school activities, student services, and optional programs.

- Send quarterly report cards and mid-term progress reports to parents. Provide support services and follow-up conferences as needed.

- Disseminate information on school policies, discipline procedures, assessment tools and school goals. Include parents in any related decision-making process.

- Encourage immediate contact between parents and teachers when concerns arise.

- Translate communications to assist non-English speaking parents, when requested.

- Communicate with parents regarding positive student behavior and achievement, not just regarding misbehavior or failure. Teachers will communicate via email, phone calls, notes and conferences.

- Teachers send out parent-teacher communicator folders in grades 5-6 to parents regarding classroom instruction and assignments so that parents may take an active role in their child's education. In grades 7-8 teachers will provide parents with a course syllabus that outlines expectations for their course.

- Provide opportunities for parental input to communicate with principals and other administrative staff.

- Update the website with email addresses, calendar dates, and information parents can use to contact teachers and administrators if parents would like to ask questions to the school or discuss student concerns.

- Provide staff development regarding effective communication techniques and the importance of regular two-way communication between the school and the family.
- The school will provide a list of volunteer opportunities in the Family Information Packets. The school will host orientation meetings to explain the requirements to parents and encourage them to be involved in the school.
- The Parent Facilitator and PTO will examine completed Parent Volunteer Opportunities forms to determine strengths, availability, and preferences of parents to organize and compile volunteer lists.

In order to build capacity of school staff on effective ways to work with parents as equal partners, RFM will conduct workshops, conferences, trainings, webinars, etc. Robert Morehead Middle School will provide/offer:

Professional development, which is the responsibility of the district personnel and building level principals with assistance in parent and family engagement training from the district's parent facilitators and parent coordinator. Professional Development on Family engagement is embedded within the yearly schedule according to ADE guidelines.

The district ensures professional development requirements are met for teachers & administrators:

- District wide Professional Development on Parent/Family Engagement is embedded and conducted regularly and on scheduled years according to ADE guidelines. Provide 2 hours of professional development for teachers and 2 hours of professional development for administrators in the area of parental involvement.
- Assign 1 certified staff member to serve as a parent facilitator at Robert F. Morehead Middle School.

Provide coordination, technical assistance & other support to schools in:

1. Technical assistance is provided to staff by the IT Department as needed.
2. Jointly developing school & parent family engagement plans and assist schools in planning & implementing effective parent & family engagement practices by hosting PFE workshops for staff during professional development, and via Arkansas IDEAS website to ensure that professional requirements are met for teachers.
3. Staff attend appropriate workshops to enhance skills as needed such as Federal Programs, Parent/Family Engagement Conferences, Math and Literacy program workshops, and RISE training, High-Reliability Schools workshops, etc.
4. ADE State templates are provided for use in developing Title I PFE Plans.
5. Sending out to staff articles and important resources about PFE via email, post info to PFE page on district on how to work with parents as equal partners.
6. District Parent Coordinator will perform site visits to each campus to observe parent & family engagement practices.
7. Instructing buildings to jointly develop school-parent compact with parents and teachers. Work with principals and parent facilitators at each school to ensure that a PFE plan is developed, a school-parent compact is developed jointly with parents-school. 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.

In order to build the capacity of parents RMMS will host a number of workshops, conferences, classes, etc. to support parents in helping with their students academic success:

Robert F. Morehead Middle School will provide information and training to parents and families about volunteer opportunities and ways they can help improve their child's academic progress.

- The school will distribute Parent Informational Packets at the beginning of each school year that includes: Family Engagement Plan; School Handbook; PINE BLUFF District School Calendar; Parent Teacher Compact; Volunteer Opportunities; and Parent Interest Survey. Parenting classes will be offered based on the Parent Interest Survey.
- 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.

RFM recognizes that community resources, strengthen school programs, family practices, and student learning. To provide additional supports and resources to families RMMS / DHS will coordinate with other organizations, businesses & community partners. To take advantage of community resources, the school shall:

Engage in ACTIVITIES that the school determines will use community resources to strengthen school

programs, family practices, and student learning; The school will seek support for students and parents by contacting local businesses for coupons and prizes for activities and events. Student organizations with the assistance of parents and teachers will provide service to non-profit agencies in the community. Develop partnerships with local businesses and service groups. The school coordinates with other organizations to provide additional supports & resources to families in the following ways:

- Forward Arkansas-an organization that helps students graduate, prepared for success in college and the workplace. Works with Robert Morehead Middle School students & teachers in giving classroom presentations on topics of interest.
- Boys & Girls Club of Jefferson County.
- UAPB Parenting Education-Develops workshops and provides tools to schools and parents on how to build stronger families and use resources available in community to achieve goals. This organization works closely with the district PFE Coordinator.
- Ambassadors for Christ-Inspire excellence and promote leadership to youth through one-on-one and group mentoring (teen parents, etc.) to provoke positive change and enrichment in communities. Host workshops that help teachers identify troubled students.
- SEARK/UAPB Colleges-Helps parents/students understand the process of transitioning from school to college.

- PBSD Family Engagement Center: Provides tools and resources to help parents become more involved in their child's education. Resources include--parenting education brochures, internet access, activity book, workshops, volunteer opportunities, GED & Adult Ed info, etc.
- TOPPS-is a non-profit agency that offers a full range of services to youth of all ages. Services include education, recreation, job training, cultural awareness and physical fitness.
- Ivy Center for Education-a non-profit organization that promotes student excellence in academics and good character that improves community stability and continued growth. Encourages student success by providing programs to help improve their educational opportunities. Conduct other activities, develop parent resource center that encourage & support parents.
- The PTO has parents and staff that work together to develop creative activities and programs that lend to student achievement.
- The district collaborates with mental health agencies and child welfare agencies to promote student's wellbeing.
- The district supports the middle school in project-based learning in the EAST Program for grades 6th-9th, that work with businesses in the community to solve problems. EAST Night Out is held annually for parents & community members to engage with EAST students & their families.
- The district has a Parent & Family Engagement Coordinator who is available to help support parents as equal partners in their child's education.
- The district's Parent Resource Center with a computer lab available to parents is located at Pine Bluff High School (Trice Building). Hours of operation are 8am-4pm, Mon-Friday, 870-543-4200.

A. Robert F. Morehead Middle School / DHS will hold its Annual Title I meeting to inform parents of the requirements of Title I and to provide parents with the school's participation, as well as their rights as it relates to Title I.

Information is shared on parents' rights under Title I, highly qualified staff, funding, programs provided by Title I funds, the Parent and Family Engagement Plan, national, state, and local education goals, curriculum, the challenging State Academic Standards, and local assessments.

B. Families are continually educated on understanding Title I. Information is posted on the web site and handouts are distributed. The agenda, the sign in sheet and the minutes for this meeting will be generated separately from any other events and kept on file in the school's office and by the campus parent facilitator.

Robert F. Morehead worked with parents and students to create our School-Parent Compact.

- School staff, parents, and students have developed a School-Parent-Compact. The school will meet with the Parent Advisory Board, which includes our school's PTO and students, during the spring to check for needed modifications. The compact outlines the roles of students, parents, teachers, and the principal and the shared responsibility of each for improving student achievement. All stakeholders will sign the compact.

- The compact outlines how parents, school staff, and students share the responsibility to improve students' academic achievement and the means by which the school and parents/families will build and develop a partnership to help children achieve the state's high academic standards.
- It includes the school's responsibility for a high quality curriculum and instruction in a supportive, effective learning environment.
- It discloses ways parent/family members are responsible to support children's learning like volunteering and roles for parents like participating or observing in a classroom, participating in decisions about their child's education, and positive use of extracurricular time.
- The compact outlines students' responsibility for their academic success and achievement.
- The compact addresses parent/family/teacher communication on a continuous basis through Parent/Teacher

Conferences held two times a year, reports of students' progress, regular communication between home and school in a language parents understand, and ensuring that parent/family members have access to staff.

- Staff uses the compact as a tool for students, and parents in achieving students' academic success and discusses it as it relates to student achievement during Parent/Teacher Conferences. It becomes part of the Title I Parent and Family Engagement Plan and is reviewed annually in the fall:

□ To help build and develop a partnership to help children achieve the challenging State academic standards the high school takes advantage of community resources such as:

- Forward Arkansas-an organization that helps students graduate, prepared for success in college and the workplace. Speakers visit the classroom and make presentations.
- UAPB Parenting Education-Develops workshops and provides tools to schools and parents on how to build stronger families and use resources available in community to achieve goals. This organization works closely with the district PFE Coordinator.
- Ambassadors for Christ-Inspire excellence and promote leadership to youth through one-on-one and group mentoring (teen parents, etc.) to provoke positive change and enrichment in communities. Host workshops that help teachers identify troubled students.
- SEARK/UAPB Colleges-Helps parents/students understand the process of transitioning from school to college.
- PBSF Family Engagement Center: Provides tools and resources to help parents become more involved in their child's education. Resources include--parenting education brochures, internet access, workshops, volunteer opportunities, GED & Adult Ed info, etc.
- TOPPS-is a non-profit agency that offers a full range of services to youth of all ages. Services include education, recreation, job training, cultural awareness and physical fitness.
- Ivy Center for Education-a non-profit organization that promotes student excellence in academics and good character that improves community stability and continued growth. Encourages student success by providing programs to help improve their educational opportunities.

- The school will also consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for student & school improvement.

The school will ask parents to fill out a parent interest survey at registration or at the beginning or midway of each school year to get information from parents concerning the activities they feel will be most beneficial in their efforts to support their child academically.

- The district parent coordinator, provides information to parent/family/community about volunteer opportunities at a District wide Volunteer Orientation.
- Requirements for volunteering in schools are explained and new ideas are solicited. Participants receive a Volunteer Handout, and sign-up to help with upcoming events.
- A Volunteer Reception may be scheduled in 2020 to honor volunteers at each Title I school in the district.
- Interest Surveys are conducted annually with parent/family members to determine volunteer interests. A volunteer directory is created for schools' use.
- Volunteering is one way that parent/family support a child's learning. There are opportunities to participate in a classroom, schedule an observation, participate in decisions about children's education, and promote positive use of extracurricular time.
- The school shall also enable the formation of a Parent Committee/Parent Teacher Organization that will foster parental, family and community involvement and engagement within the school.
- RMMS / DHS also invites parent/family and community to participate in the following roles and activities to increase their engagement, support, and collaboration for student learning: volunteering, family nights, parent/family education workshops, orientation presentations, open house, PTO, EAST, College Night, Student Conferences, and various committees.