



# SCHOLARMADE ACHIEVEMENT PLACE OF ARKANSAS PARENTAL ENGAGEMENT DISTRICT PLAN SY 2023.2024

## **VISION:**

We will embrace a collaborative culture for students, parents, teachers, staff and community that sustains quality parental engagement and promotes the social, emotional, and academic growth of our children.

## **CORE VALUES:**

Our schools are places that reflect Respect; Equity; Collaboration; Trust; Integrity; and Accountability

ScholarMade recognizes that effective school-family partnerships are critical to student learning and success in school.

- A. Develop meaningful communications with parents and students to assure their voices are heard
- B. Increase recognition of parents and students internally and externally for their accomplishments
- C. Responsibly distribute school information to students and parents
- D. Increase parental engagement
- E. Provide necessary, resources and professional development
- F. Utilize effective communications strategies to develop trusting relationships

## **DISTRICT:**

ScholarMade Achievement Place of Arkansas (SAPA)

## **SCHOOL IMPROVEMENT STATUS:**

Directed Assistance in Reading

## **SCHOOLS:**

- Ivy Hill Preparatory Academy of Scholarship [K-8]

## **PARENT INVOLVEMENT COORDINATOR:**

Zenisha Hooks

## **TITLE I STATUS:**

School Wide

## **PERCENT OF STUDENTS ELIGIBLE FOR FREE OR REDUCED MEALS:**

CEP School

## **PARENT INVOLVEMENT COMMITTEE MEMBERS**

1. Eltrudia Toliver, Principal Director of Achievement
2. Kelsey Dellinger, Assistant Principal
3. Bryshana Gillaspie, Assistant Principal
4. Zenisha Hooks, Family Coordinator
5. Shelia Bailey, Meals and Nutrition
6. Shaquille Sherman, Student Support Services Coordinator
7. Keneishia Jefferson, Teacher Leader Fellow
8. Larry Williams, Teacher Leader Fellow
9. Brannddi Peterson, School Governance
10. Frederick Clark, Grandparent



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## SECTION A: PARENT COMMUNICATION STRATEGY

- A. This plan was developed jointly with, and agreed upon and distributed to, parents and family members of students. There is parent representation on the School Based Management Team as well as individual School Leadership Teams within the charter. Information is gathered through parent surveys, parent meetings, and feedback that is used to develop this plan. Each parent participates on Academic Parent Teacher Teams which is a family engagement framework that supports family and school partnerships to drive student learning and achievement and is a systematic approach to family and school partnerships.
- B. All parents of students shall be notified of this policy in an understandable and uniform format, and, to the extent practicable, provided in a language the parents can understand. This plan is available on the school's website and is made available to the local community and updated periodically to meet the changing needs of parents and the charter system.
- C. A Family Handbook which includes the Parental Involvement Plan is made available to parents in multiple ways. It is sent home at the beginning of each school year to inform parents of district and school policies for enrollment, attendance, homework, safety and discipline procedures, bus routes and bus behavior, Technology Acceptable Use Policy and Parents Educational Rights and Privacy Act. Parents are required to sign and return to the child's teacher the appropriate form attached to the front of the handbook stating that they have read and discussed the handbook with their child. Handbook is uploaded to schools' website for community access.
- D. A School-Parent Compact, a requirement of the Title I Program will outline how parents, the school staff, and students will share the responsibility for improved 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 standards.
- E. In order to establish expectations and objectives for meaningful involvement, reflecting the specific needs of students and families; Schoolwide Academic Parent Teacher Team collaborative meetings will be held at least twice yearly to inform parents of their child's progress in school including academic performance and assistance with understanding their child's individual classroom grades and test results to address specific academic needs of their child.
- F. Parent Teacher Conferences meetings will be held at the end of the first nine-weeks and the end of the third nine-weeks for all the schools.
- G. A "Back to School" Celebration will be held at the beginning and end of each school year, and the following information will be communicated to parents:
  - Purpose of the Family Engagement Initiative
  - Family Engagement Policy
  - Title I Requirements
  - Assessment Results on all State Tests
  - School-Parent Compact
  - School Policies
  - Teacher Information
  - Parent Rights
  - Future Family Engagement Activities
- H. Each school will hold an annual Title I Meeting in which all parents of all students will be invited and encouraged to attend. Parents/families will be informed of their school's participation in the Title I Program, and the right of the parents/families to be involved. Parents will be informed of the following information:
  - Teacher/Parent/Student Compact
  - Current student assessment scores
  - Curricular information including any changes in the curriculum and assessment instructional strategies



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- I. Teachers will communicate with families/parents concerning their child's successes and/or problems on a regular basis through newsletters, reports, notes, letters, phone calls, awards, etc.
  1. Report cards will be made available to parents at the end of each nine-week period in all schools
  2. Grades will be made available ongoing through the Home Access Center and mid quarter progress report week report will be made available to make parents aware of student progress as well as allow parents the opportunity to request conferences.
  3. Weekly Folders of student work will be sent home to be reviewed by parents on a regular basis. Parents will sign the appropriate form stating they have reviewed the work and will return the folder to school. (Friday Folders). Some teachers may send folders of work, assignments and other information every day for parents to sign that they have looked at the folders, that the child has practiced reading lessons, etc.
  4. Teachers will document parent contacts and whether made by phone, note, home visit, etc. indicating the date and information discussed.
- J. Parents/families will be notified in writing that they may request information about their child's course of study and have access to all learning materials by making a request to the principal of their child's school, and sample instructional materials will be displayed for review at Parent-Teacher Conferences.

## SECTION B: DESIGNATED PARENT MEETINGS, CONFERENCES, AND ACTIVITIES

- Each school will host at least two (2) Parent Information Nights and one (1) Open House every August. These meetings will feature information about EACH SCHOOL's Title I program.
- Each school will designate a half day every quarter (12:00-4:15 PM) for Academic Parent Teacher Team meetings with teachers about their scholar's academic progress.
- Each school will also encourage and allow parents to attend academic conferences during the weeks immediately prior to and immediately after teachers have closed their grade books. These meetings will include a summary of scholar's test scores and an explanation of interventions being used (as necessary) to promote student achievement.
- Each school will encourage parents to assume volunteer roles that increase their visible support for student learning such as: reading buddy; teaching assistant, parent lunch coordinator, Scholastic Book Fair helper, and member of the School Based Management Team (SBMT).
- Parents/families will be informed through various mediums of their right to access the Parent Engagement Policy and curriculum information on the website located at [www.scholarmade.org](http://www.scholarmade.org). State curriculum standards information may be obtained from the Arkansas Dept. of Education website at [www.ade.arkansas.gov](http://www.ade.arkansas.gov)
- Teacher certification and qualifications including Highly Qualified information will be available for parent review and can be obtained by clicking on the link to the State Certification site at <https://adeaels.arkansas.gov/AelsWeb/>
- Menus will be posted on the school website, distributed via email and made available at the front desk.
- Parents will be provided with resources with suggestions for successful parenting skills.
- Parents will be encouraged to monitor and/or supervise assignments and daily reading activities that reinforce or enrich their child's classroom learning and a list of selected books to read is provided.
- Parents will be given the opportunity to become involved in their child's education by participating in the following activities and programs:
  - Grandparents Day
  - Literacy Night
  - Math Night
  - Science Fair
  - Special Student Programs
  - Town Hall Meetings



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- Awards/Honors Day/Promotion Celebrations
- Room Mothers/Fathers to help with classroom events such as parties, etc.

## SECTION C: PARENT TRAINING AND VOLUNTEER OPPORTUNITIES

- Each school will provide instruction to parents on how to incorporate developmentally appropriate learning activities in their home environment at least two (2) times per year. These trainings will include information on role playing by trained personnel, guidance on nutritional meal planning, and instructions regarding the use and access of Department of Education web-based tools for parents. Academic Parent Teacher Teams provide assistance to parents of students, as appropriate, in understanding such topics as the challenging State academic standards, State and local academic assessments. Parents are also trained on the various online platforms used by the system: Kickboard; and Khan Academy will allow them to make their home an extension of the school environment.
- Staff and faculty receive extensive parental involvement training from Westend on the Academic Parent Teacher Team framework. This model elevates the efforts of traditional parent conferences by expanding opportunities for families and teachers to collaborate on behalf of the scholar. It also builds strong relationships and empowers parents to make a significant contribution to the scholar's growth and achievement. All faculty members to receive a total of at least two (2) hours of professional development on effective parental engagement strategies. In addition, administrators are required to receive at least three (3) hours of professional development of creating a climate conducive to parental participation.

## SECTION D: TITLE I SCHOOL-PARENT COMPACT

- Scholarmade will develop and review its school-parent compact on an annual basis. This compact, which must be signed by all parents within the first quarter of the school year and returned to the school by October 15 (unless the student transfers during the school year), will outline how school staff, parents, and scholars share the responsibility for student achievement. For more information contact Eltrudia Toliver; [eltrudia.toliver@scholarmade.org](mailto:eltrudia.toliver@scholarmade.org)
- Scholarmade will invite parents to participate on the School Based Management Team, the committee tasked with implementing the school's improvement plan, Wellness Committee, and Title I program. For more information contact Eltrudia Toliver; [eltrudia.toliver@scholarmade.org](mailto:eltrudia.toliver@scholarmade.org)
- Scholarmade will solicit parent input formally at least two (2) times a year in order to incorporate feedback regarding the school's curriculum and extracurricular programs.
- Scholarmade will allow parents to use its computers to check grades and visit educational websites. Available usage times will be 7:15-7:45 a.m. and 3:45-4:15 p.m.
- Scholarmade will include a copy of its Parental Involvement Strategy in its Student-Family Handbook that will be distributed at the beginning of each school year. The Handbook will include the schools' policies regarding volunteers, parent-teacher conferences, the resolution of parental concerns, and other parent-teacher communication systems.
- Scholarmade will designate a staff member to serve as the school's Family Coordinator.
- As funds permit, Scholarmade will promote and support responsible parenting by informative materials regarding responsible parenting through online platforms.



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## SECTION E: PROGRAM EVALUATION

- The School Based Management Team will review formally the effectiveness of its parent outreach efforts at least two (2) times each year. The Committee, made up of teachers, parents and school staff, will determine the effectiveness of the parental involvement plan and make changes if warranted. While 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) 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. The facilitator will be the Director of Achievement.
- Parents will complete a parent interest survey at Open House each August in order to acquire information concerning the activities parents feel will be most beneficial in our joint efforts to support their child academically.
- We will use the results of the parent survey to plan parental involvement activities for the year. Schools may evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation. Progress towards meeting goals will be reviewed and tracked quarterly. The findings of such evaluation will guide the design of evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies described in this section.
- An Annual Title I meeting held in August. If physical meetings are possible, sign-in sheet and agenda will be kept documenting this meeting and kept on file. If the meeting held virtually, every effort will be made to track and document attendance. The facilitator will be each school principal.