

AR
Salem School District
313 Highway 62E
Salem AR 72576
870-895-2516

District Parent and Family Engagement Plan

District Name:	Salem School District
Coordinator Name:	David Turnbough
Plan Review/Revision Date:	9/26/2019
District Level Reviewer, Title	David Turnbough, Federal Programs Administrator

Committee Members, Role:

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

First Name	Last Name	Position
Jason	Miller	Board Member / Parent / Business Leader
Steve	Barker	Parent / Business Leader
Brandi	Sanderson	School Nurse / Parent
Candice	Broyles	Elementary Teacher / Parent
Shaun	Windsor	Technology Coordinator
Anna	Neal	Student

Committee Members, Role:

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

First Name	Last Name	Position
Corey	Johnson	Elementary Principal / Parent / Foster Parent
Cody	Curtis	High School Principal / Equity Coordinator
David	Turnbough	Federal Programs / Foster Parent
Wayne	Guiltnr	Superintendent / Parent
Ted	Kerley	High School Teacher / Parent
Daniel	Busch	Parent / Community Leader

1: Jointly Developed Expectations and Objectives

(Describe/List the District expectations and objectives for parent and family engagement. Describe/List how parents will be involved in the development of the district parent and family engagement policy. Describe/List how parents will be involved in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan and, if applicable, the Comprehensive Support and Improvement and the Targeted Support and Improvement plans. Describe/List how the District will submit to the State comments from parents who deem the LEA Plan unsatisfactory.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each

of the required components?

1. The Salem School District will develop and disseminate a district parental involvement policy. Parents will be including in the development of the family engagement policy and plan, and will be given opportunities to provide meaningful feedback to the staff members and administrators. The district will place the parental involvement plan on the district website, a link to the plan on the website is published in the student handbook, and a copy will be distributed to patrons that attend the annual public meeting. Copies will be available during each Parent/Teacher Conferences for parents and guardians to take home with them.

2. An annual meeting will be held to update policy for next year's Title I, Part A program. The meeting will be held in the Spring 2020, at the administration building. The meeting facilitator will be Mr. Wayne Guiltner. Parents/Patrons that are interested in serving on the committee may contact Mr. Guiltner at (870)895-2516.

3. The district will coordinate parental engagement activities with other programs located in the Salem community. Mr. David Turnbough, Federal Programs Coordinator, will be responsible for coordinating parental engagement activities with Salem Head Start, HIPPY, and Early Horizons ABC Program.

4. Parental engagement contact person at each of the Title I, Part A schools:

High School – Cody Curtis (870)895-3293

Elementary School – Corey Johnson (870)895-2456

District Level David Turnbough (870)895-2516

5. An annual review of the effectiveness of the parental engagement policy will be conducted by the District Leadership Committee. The meeting will be held Spring, 2019. The meeting facilitator will be Mr. Wayne Guiltner. The review will consists of a review of current year policy and programs, a review of parental engagement activities, and a review of volunteer program. Parents/Patrons that are interested in serving on the committee may contact Mr. Guiltner at (870)895-2516. Any parent or community member may participate in the review process to ensure that all students and parents interests are represented. The committee will review the yearly parental surveys to help shape the expectations and objectives of the plan and policy for meaningful involvement of parents, family members, and community members.

The Salem School District also feels that the plan and policy are fluid in terms of access for input and improvement throughout the school year. Our goal is to provide to the best educational opportunities possible to our students. We welcome parent, family, and community input at any time during the school year.

The annual review will also include the review of each building's individual school plan.

6. The district parental engagement committee will help develop parental engagement policy and implement parental engagement activities as well as disseminate information to the community to promote parental engagement in the Title I, Part A schools. Committee Members include: Jason Miller, Board Member/Parent; Steve Barker, Parent; Brandi Sanderson, Nurse/Parent; Ted Kerley HS Teacher/Parent; Candice Broyles, Elementary Teacher/Parent; Shaun Windsor, Technology Coordinator/Communication Coordinator; Anna Neal, Student; Corey Johnson, Elementary Principal/ Parent/ Foster Parent; Cody Curtis, HS Principal; David Turnbough, Federal Programs Coordinator/ Foster Parent; and Wayne Guiltner, Superintendent/ Parent.

7. The district will ensure that parents and community members will be included that fully represent the students in the Salem School District and that reflect those students' interests. Copies of the parent and family engagement plans and policies will be housed on the district's website. Hard copies will be available at the parent centers located in principal's office in each building. Hard copies will be distributed during Parent/Teacher Conferences in the fall and spring. Those responsible for the distribution will secure signatures at that time.

8. The district will post a parent friendly summary of the parent and family engagement plan online located under the parent tab. The summary will also be included in it in the student handbook.

9. The district will file a copy of the plan on Indistar each year by August 1. The updated plan will have been reviewed by parents, community members, staff members, administrators, and board members.

10. The district will update the plan on the website each year by August 1. The updated plan will have been

reviewed by parents, community members, staff members, administrators, and board members.

2: Building Staff Capacity through Training and Technical Assistance

(Describe/List how the district will provide support and technical assistance to all its Title I schools in planning and implementing effective parent and family engagement practices, inclusive of school parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements. Describe/List activities such as workshops, conferences, trainings, webinars, and online resources that will be used with school staff to build their capacity to work with parents as equal partners. Include information about how the district and/or schools will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

1. The superintendent of schools (Wayne Guiltner), the federal programs coordinator (David Turnbough), and the building principals (Cody Curtis and Corey Johnson) will visit each school to observe family and parental engagement practices.
 2. The building principals (Cody Curtis and Corey Johnson) will ensure that there is a constant effort to enhance the awareness and skills of teachers, pupil services personnel, and staff in reaching out to, communicating with, and working with parents as equal partners. Each school will provide meetings at the beginning of the school year to explain the positive working relationship necessary to support the success of students.
 3. The superintendent of schools (Wayne Guiltner) will ensure, to the extent possible, that information is sent home in a language and form parents can understand. Documents will be translated to other languages when necessary to meet a parent's needs.
 4. The superintendent of schools (Wayne Guiltner) will monitor each Title I, Part A school to ensure that each school performs the following tasks:
 - a. Develops a parental involvement policy/plan and disseminates the policy/plan to the community.
 - b. Offers flexible meeting times.
 - c. Provides information to parents about the school's program, including parent information guides. The date, topic, and facilitator of such training will be listed in the school parental involvement plan.
 - d. Develops and uses a School/Parent Compact.
 - e. Provides training for parents in working with their child to improve academic achievement, this training will include instruction on the Home Access Center system in order to have realtime access to their child's attendance and achievement.
 - f. The district will provide professional development opportunities yearly during the "back-to-school" in-service week for teachers and staff members. Best strategies of engagement will be evaluated to help determine the future events for the upcoming school year.
 - g. The professional development required will meet the requirements of the Arkansas Department of Education. The district will require that all teachers and staff members participate in the annual professional development.
 - h. Each building principal will be responsible for providing annual training for any volunteers and substitute teachers that are volunteering or working in his building. Substitute / Volunteer packets will be given to each person working in those capacities.
 5. The district will encourage parents to visit/volunteer at school. The district will assist staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts.
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3: Building Parent Capacity

(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student's academic success. If applicable, describe how each discretionary item your district and parents chose will be implemented.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

1. The federal programs coordinator (David Turnbough) will ensure that the district provides information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A.
2. The building principals (Cody Curtis and Corey Johnson) will assist in the development of parent engagement groups at each school.
3. The superintendent of schools (Wayne Guiltner) and building principals (Cody Curtis and Corey Johnson) will conduct an annual parent survey. This survey is designed to involve parents and improve school effectiveness. The survey will address the effectiveness of curriculum, technology, and other instructional methods or materials related to parental engagement.
4. The Salem School District will provide any reasonable support for parental engagement at the request of participating Title I, Part A parents. The use of funds is listed in the FGMS and Indistar uploaded documents. Any person needing additional information regarding support should contact the federal programs coordinator (David Turnbough).

4: Reservation and Evaluation

(Describe/List how the district will share with parents and family members the budget for parent and family engagement activities and programs and how parents and family members will be involved in providing input into how the funds are used. If the district does not receive a Title I, Part A allocation greater than \$500,000, then the district is not required to include a description of its Reservation of Funds. If a reservation is required, then a minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. Describe/List actions for how the annual evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents and family members will play.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

1. Parents have an opportunity to provide feedback each year to the administration and board during the Annual Public Meeting. Time is allotted each year for that purpose.
2. An annual review of the effectiveness of the parental engagement policy will be conducted by the District Leadership Committee. The meeting will be held Spring, 2020. The meeting facilitator will be Mr. Wayne Guiltner. The review will consist of a review of current year policy and programs, a review of parental engagement activities, and a review of volunteer program. Parents/Patrons that are interested in serving on the committee may contact Mr. Guiltner at 870.895.2516. The committee will review the yearly parental surveys to help shape the expectations and objectives of the plan and policy for meaningful involvement of parents, family members, and community members.

The annual review will also include the review of each building's individual school plan.

3. Parents not serving on the committee will have the opportunity to complete surveys regarding the events that have been held. An online survey has been used that is not time consuming and is more convenient for parents to complete. The committee will review the yearly parental survey results.
4. The goal of the the committee members, included parents and community representatives, will be to shape our plan and policy from the data and information shared to design evidence-based strategies to foster more effective

parental engagement.

5: Coordination

(Describe/List how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families such as public preschool programs or organizations to help students transition to elementary, middle, high, and postsecondary schools or careers.)

Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?

1. The district will support parent resource centers in each building. Materials and information will be for parents and community members. The principals, Mr. Curtis and Mr. Johnson will maintain and update the centers as needed.
2. The district will reach out to the local Head Start Program and the Early Horizons Preschool each year to promote a successful transition from Pre-K to kindergarten. Each year, the district will offer a special day for those children to ride a bus to school, eat in the lunchroom, and tour the elementary facilities.
3. The district will promote an annual Open House to allow new families to transition to the Salem School District. Back-to-school packet information can be distributed, including the Parent Compact. Parental Involvement Plans can be distributed. Parents and students will be given a chance to meet their child's teacher/teachers and tour the buildings.
4. The district will partner with outside agencies such as ASU Mountain Home Tech Center and Ozarka to provide educational opportunities for our students, ranging from concurrent credit to technical certifications.
5. The district will partner with Ozarka and provide on site space for a welding program that offers during school hours instruction for students and after hours instruction for adults residing in the community.

(See complete [Arkansas Guide for District Parent and Family Engagement Plan](#) for references)

ADE Reviewer Responses:

Sections	Changes Required	Federal Compliance	State Compliance	Comments	Date of Feedback
Section 1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2/24/2020 - Section meets required State and Federal components. -Kwright 12/31/2019 - Thank you for your timely submission. Please ensure you have described specifically how your district will: <input type="checkbox"/> Ensure adequate representation of parents and families of participating children in the process -CMoore 12/20/2019 – Thank you so much for having your plan in on time; however, please review and specifically describe how the following requirements will be met: <input type="checkbox"/> Involve parents in the development of the district parent and family engagement plan, the schoolwide program plan, and support and improvement plans <input type="checkbox"/> Establish expectations and objectives for meaningful involvement, reflecting the specific needs of students and families <input type="checkbox"/> Make the district parent and family engagement plan available to the families and the local community o File with	2/24/2020

				the Department of Education by August 1 [Indistar] o Place a copy on the district website by August 1(include the date in your current reference) o Place a parent-friendly summary/explanation of the parent and family engagement plan online and as a supplement to the student handbook □ Obtain signatures from each parent acknowledging receipt of the [district's] parent and family engagement plan summary □ Involve parents and families meaningfully in the evaluation, and update, at least annually, of the district parent and family engagement plan -KWright	
Section 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2/24/2020 - Section meets required State components. -KWright 12/31/2019 - Section meets required Title I components. -CMoore 12/20/2019 – □ Ensure professional development requirements are met for teachers and administrators □ Require minimum professional development hours for teachers and administrators □ Provide training at least annually for volunteers -KWright	2/24/2020
Section 3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-n/a-	12/31/2019 - Section meets required Title I components. -CMoore	12/31/2019
Section 4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2/24/2020 -Section meets required Title I components. -KWright 2/24/2020 - In your 20-21 plan, you must include the district will approve each plan and explain the process. □ Review and APPROVE the plan for each school -KWright 12/31/2019 - Please describe how your district will: □ Use the findings from the evaluation to design evidence-based strategies for more effective parental involvement -CMoore 12/20/2019 – □ Review and approve the plan for each school -KWright	2/24/2020
Section 5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12/31/2019 - Section meets required Title I components. -CMoore 12/20/2019 – Section meets required State components. -KWright	12/31/2019