

AR
 Ray/Phylis Simon Middle School (Conway School District)
 1601 East Siebenmorgan
 Conway AR 72032
 501-513-6120

School Parent and Family Engagement Plan

District Name:	Conway Pubic Schools Ray/Phylis Simon Middle School
Grades Levels:	5-7
Building Facilitator:	Brandi Nixon
District Coordinator:	Joel Linn
Percent Free and Reduced Lunch:	57%

Title I Status

- Schoolwide
 Targeted Assistance
 Non-Title I School

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Theresa	Ulmer	PTO President
Susan	Ablondi	PTO Treasurer
Brandi	Nixon	Parental Involvement Facilitator
Christi	Parrish	Principal

1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

- The school will distribute information to parents using the Simon Middle School website that is developed with participation of the teachers and includes school news, a calendar of school activities, and parenting tips related to school achievement.
- The school will utilize the Simon Facebook page and website as well as the Conway Public Schools (CPS) App to share or distribute activities and information. Parents will be able to access their child's grades using Eschool. Parents also will be contacted through the CPS App and Remind app by teachers to inform them of other school related activities. Parents may use email to communicate with members of the school staff.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide parents with reports/report cards every four weeks with information regarding their child's academic progress and upcoming classroom and school events.
- The school will use the student handbook, school Website, CPS App, and digital signage at the school entrance

to inform parents of other events and meetings.

- Conway Public Schools hired a communication specialist to facilitate communication between the schools, the parents and the community.

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

- Teachers will hold conferences individually with parents in the school's gymnasium. Parents will be provided with information about class assignments, and an explanation of the interventions teachers are using to assist the child in reaching achievement goals.
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:

Parent-Teacher Organization (PTO)

Book fair helpers

Awards day presentation

Field day volunteers

Orientation presentations

Open House

Red Ribbon Week

Fall Festival volunteers

Spring Bash volunteers

Choir and band concerts

Various committees

Dates TBA

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

- The school will provide opportunities for parents and community members to support the instructional program through events such as club activities and volunteer opportunities.
- The school will provide a list of volunteer opportunities. Parents will receive brief training sessions to get information needed to participate as school volunteers.
- Professional development on parental involvement strategies is provided for teachers and administrators on a rotating basis.

4. How will your school work with parents to create a School-Parent-Compact?

- Students and parents sign the Conway Public Schools Student Handbook, which outlines expectations by faculty and staff. The handbook is developed by a committee and updated annually. Parents, students and school staff share in the responsibility for improving students' academic achievement.

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

- The school principal or the parent-liason attends PTO meetings and invites parents to be a part of decisions affecting the school improvement plan.
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6. How will your school provide resources for parents?

- Parents may check out materials, use the computer and smartphones using the CPS App to check grades, and visit educational websites.
 - The school will distribute (digitally and/or paper copies) informational packets each year that include a copy of the school's parental involvement plan, a survey for volunteer interests, a list of 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, email...).
 - As funds are made available, in an effort to promote and support responsible parenting, the school will 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.
 - The school will maintain the parent center with resources which parents are able to take when needed.
 - The school will include in its policy handbook the school's process for resolving parental concerns, including how to define a problem and whom to approach first.
 - The principal of the school shall designate one certified staff member who is willing to serve as a parent facilitator.
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7. How will your school engage parents in the evaluation of your parent and family engagement efforts?

- The Conway Public Schools will provide parents with a school culture survey. Parents are encouraged via email to complete the survey, which serves as a voice for the parents. Using the CPS App, several reminders will encourage parents to participate.
 - The school will distribute (digitally and/or paper copies) informational packets each year that include a copy of the school's parental involvement plan, a survey for volunteer interests, a list of 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, email...). This encourages parents to be involved with the PTO and communicate parental involvement efforts.
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8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?

- Simon Middle School will review parent responses. The school will analyze the survey to determine where the school needs to focus in order to develop more parental engagement. The school will use the parent interest survey to evaluate opportunities for parental involvement activities.
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9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

not applicable

****After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.***

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1. Communication Strategies:	<input type="checkbox"/>	<input type="checkbox"/>		
2. Annual Schedule:	<input type="checkbox"/>	<input type="checkbox"/>		
3. Volunteer Opportunities:	<input type="checkbox"/>	<input type="checkbox"/>		
4. School-Parent-Compact:	<input type="checkbox"/>	<input type="checkbox"/>		
5. Involvement/Schoolwide Planning:	<input type="checkbox"/>	<input type="checkbox"/>		
6. Resources for Parents:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
7. Evaluation of Efforts:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
8. Parent Survey:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
9. Annual Title I Meeting:	<input type="checkbox"/>	<input type="checkbox"/>		