

Stuttgart High School: 2023-2024 Arkansas Engagement Plan

1: Jointly Developed

Describe how the School works with parents and families to develop and review relevant plans, policies, and strategies related to engagement.

Guiding Questions

- **1.1:** *How does the School - in collaboration with parents - establish an engagement plan that reflects the specific academic improvement needs of the School, and that includes programs and practices that enhance engagement and address the specific engagement needs of students and their families?*
[A.C.A. § 6-15-1702(a)]
- **1.2:** *What efforts have been made to ensure adequate representation of parents and families of participating children in the process (Title I families)?*
[ESSA § 1116(c)(3)]

1.1 Parents and community members will be invited and encouraged to assist school personnel on a variety of committees, such as an Alumni committee, parental involvement committee, and handbook committee to provide advice and guidance for school improvement. Parents are involved in developing and reviewing Student Success Plans and developing student schedules for the upcoming year.

1.2 Families and community members are carefully chosen to represent the student population.

2: Communication

Describe how the School will communicate with and distribute information to parents and families.

Guiding Questions

- **2.1:** *How does the School distribute an informational packet appropriate for the age and grade of each child annually, ensuring to include:*
 - *description of the engagement program*
 - *recommended roles for parents, students, teacher, and the School*
 - *ways for a family to get involved*
 - *survey regarding volunteer interests*
 - *schedule of activities planned throughout the school year*
 - *regular, two-way, and meaningful system for parents/teachers to communicate*
[A.C.A. § 6-15-1702(b)(3)(B)(i)]
- **2.2:** *How will the School ensure information related to school and parent programs, meetings, and other activities is provided to parents in a format and in a language that parents can understand (to the extent practicable)?*
 - *How is relevant information provided in a variety of ways? (For example, paper copies made available, as well as social media posts, website links, parent apps, etc.?)*
[ESSA § 1116(e)(5)]
- **2.3:** *How does the School offer flexible opportunities for meetings with families?*

2.1 The school will distribute Informational Packets each year that includes a copy of the school's parental engagement plan, a survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, 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.

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.

The Stuttgart Public Schools student/parent handbook outlines the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

The principal shall appoint (1) certified staff member to serve as a parent facilitator. Sarah Strabala, the library media specialist, is the parent facilitator for Stuttgart High School.

2.2 Relevant information both in Spanish and English is provided as paper copies, social media apps, our school district app, and our school website. The school will provide parents with information concerning upcoming events at various times each semester. SHS will communicate, to the extent practical, in a language that non-English speaking parents can understand and feel welcome.

2.3 Stuttgart High School counselors and career coordinator, along with the principal, will plan and organize flexible training and other parental involvement activities such as orientation, grade level-specific meetings, and financial aid night to accommodate families. Stuttgart High School will hold two parent/teacher conferences each year. The first will be held during October 17, 2023 and the second will be held March 14, 2024. Parents will participate in the development of Student Success Plans if necessary.

3: Building Staff Capacity

Describe activities that will be used with School staff to build their capacity to work with parents as equal partners.

Guiding Questions

- **3.1:** *How does the School build staff capacity to work with parents as equal partners? This may include workshops, conferences, trainings, webinars, and online resources that will be used to ensure ALL School staff (including teachers, specialized instructional personnel, principals, and other School leaders) are aware of:*
 - *the value and utility of contributions of parents [Title I schools]*
 - *how to reach out to, communicate with, and work with parents as equal partners [Title I schools]*
 - *how to implement and coordinate parent programs and build ties between home and the School [Title I schools]*
 - *how to respond to parent requests for parent and family engagement activities [Title I schools]*
 - *that parents play an integral role in assisting student learning [all schools]*
 - *how to welcome parents into the School and seek parental support and assistance [all schools]*

- *the School's process for resolving parent concerns as outlined in the School handbook, including how to define a problem, whom to approach first, and how to develop solutions [all schools]*
[ESSA § 1116(e)(3)(14); A.C.A. § 6-15-1702(b)(5-7); A.C.A. § 6-15-1702(b)(3)(B(ii))]

Parents are encouraged to fill out a parent volunteer survey. Parents will be encouraged to complete the form that asks about hobbies and special interests and lists various volunteer opportunities and time preferences.

Stuttgart High School will hold an open house for parents as well as two parent/teacher conferences each year. The first will be held during October 17, 2023 and the second will be held March 14, 2024. Parents will participate in the development of Student Success Plans. Remediation plans will be based on the summative assessment results for each grade and will identify each student's weaknesses as well as plan for improvement in order to assist the child in reaching achievement goals. Parents will be asked to engage in a discussion of how they can support these efforts.

The Stuttgart School District shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. No fewer than two (2) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies, the importance of administrative leadership in setting expectations, and creating a climate conducive to parental participation will be required.

Stuttgart High School will provide literature to parents on how to incorporate developmentally appropriate learning activities in the home environment. Guidance will be available in the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation, and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

4: Building Parent Capacity

Describe how the School provides opportunities to build parents' capacity to play a role in their children's academic success. This may include conducting workshops, conferences, classes, online resources, Academic Parent-Teacher Team meetings or providing equipment or other materials.

Guiding Questions

- **4.1:** *How does the School provide timely information about the following:*
 - *a description and explanation of the curriculum in use at the School*
 - *the forms of State and Local academic assessments used to measure student progress, including alternate assessments*
 - *the achievement levels of the challenging State academic standards students are expected to meet*
[ESSA § 1116(c)(4)(B)]
- **4.2:** *How does the School provide assistance to parents in understanding the following:*
 - *the requirements of Title I, Part A*
 - *how to monitor their child's progress*
 - *how to work with educators to improve the achievement of their children.*

[ESSA § 1116(e)(1)]

- **4.3:** *What types of materials and training does the School provide to help parents work with their children to improve their children's achievement? This may include:*
 - literacy training
 - technology training, including education about copyright piracy and safe practices
 - resources that describe or assist with the child's curriculum
 - other activities such as workshops, conferences, online resources like tutorials or webinars, and any equipment or other materials, including parent resource centers

[ESSA § 1116(e)(2)]
- **4.4:** *Involve parents of students at all grade levels in a variety of roles, including without limitation:*
 - involvement in the education of their children
 - volunteer activities
 - learning activities and support classroom instruction
 - participation in School decisions
 - collaboration with the community
 - development of School goals and priorities
 - evaluating the effectiveness of the School-level Improvement Plan

[A.C.A. § 6-15-1702(b)(1); ADE Rules Governing Parental Involvement Section 3.03]
- **4.5:** *How does the School promote and support responsible parenting? The School shall, as funds are available:*
 - purchase parenting books, magazines, and other informative material regarding responsible parenting through the School library, advertise the current selection, and give parents an opportunity to borrow the materials for review
 - create parent centers

[A.C.A. § 6-15-1702(b)(4)(A)]
- **4.6:** *How does the School provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:*
 - role play and demonstration by trained volunteers
 - the use of and access to Division of Elementary and Secondary Education website tools for parents [\[https://dese.ade.arkansas.gov/\]](https://dese.ade.arkansas.gov/)
 - assistance with nutritional meal planning

[A.C.A. § 6-15-1702(b)(5)(B)(ii)(a-d)]

4.1 School faculty will provide parents with an overview of the Advanced Placement (AP) and Pre-Advanced Placement (Pre-AP) programs available at Stuttgart High School. The purpose will be to relay information such as curriculum requirements, classroom expectations, and benefits of participating in the program. We will also address the connection between our AP/Pre-AP and our gifted and talented program.

Stuttgart High School will sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities.

Stuttgart High School will hold two parent/teacher conferences each year. Parents will participate in the development of Student Success Plans if necessary. Remediation plans will be based on the summative assessment results for each grade and will identify each student's weaknesses as well as plan for improvement in order to assist the child in reaching achievement goals. Parents will be asked to engage in a discussion of how they can support these efforts.

4.2 School staff, parents, and students will develop a school-parent-student plan. This plan will outline how parents, school staff, and students share the responsibility for improving 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 academic standards. Student Success Plan

4.3 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.

4.4 The school will engage parents as they participate in a handbook committee and other committee roles in the evaluation of our parental involvement efforts and will utilize a comprehensive needs assessment filled out by teachers, parents, and school staff. The parental involvement 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, the survey will also collect specific information on the (1) growth in the 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.

Parents and community members will be invited and encouraged to assist school personnel on a variety of committees, such as an Alumni committee, parental involvement committee, and handbook committee to provide advice and guidance for school improvement.

The school will use the results of the parent interest survey to plan the parental involvement activities for the year.

Parents representing Stuttgart High School in the district's Parent Engagement Committee will participate in the review of the Parent Satisfaction Survey results and will make recommendations for the upcoming school year. The school will use the results and review of the Parent Satisfaction Survey to plan the parental involvement activities for the upcoming year.

The Stuttgart School District shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies. No fewer than two (2) hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies, the importance of administrative leadership in setting expectations, and creating a climate conducive to parental participation will be required.

Parents are encouraged to fill out a parent volunteer survey. Parents will be encouraged to complete the form that asks about hobbies and special interests and lists various volunteer opportunities and time preferences.

Surveys are housed in the parent facilitator's office and are available to teachers, staff, and other volunteers.

4.5 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.

4.6 Stuttgart High School will provide literature to parents on how to incorporate developmentally appropriate

learning activities in the home environment. Guidance will be available in the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation, and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

The school will distribute Informational Packets each year that includes a copy of the school's parental involvement plan, a survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, 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.

5: Coordination

Describe how the School will coordinate with other organizations, businesses, and community partners, including alumni, to provide additional supports, services, and resources to families.

Guiding Questions

- **5.1:** *How does the School investigate and utilize community resources in the instructional program?*
[ADE Rules Governing Parental Involvement Section 5.06]
- **5.2:** *How does the School coordinate and integrate programs and activities with other Federal, State, and local programs? Some examples include:*
 - *public preschool programs such as Head Start*
 - *organizations/activities to help students transition to elementary, middle, high, and postsecondary schools or careers*
 - *wraparound services that allow families to send their children to school ready and able to focus on learning*
[ESSA §1116(e)(4)]
- **5.3:** *In what ways does the School enable the formation of a Parent Teacher Association or organization and ensure leaders of said organization will be included in appropriate decisions?*
[A.C.A. § 6-15-1702(b)(8)(B)(ii)]

5.1 A parent resource center is located in front of Stuttgart High School and contains parenting books, magazines, and other materials regarding responsible parenting. Current selections will be advertised and parents will have the opportunity to check out materials and access to technology.

5.2 Stuttgart High School will provide literature to parents on how to incorporate developmentally appropriate learning activities in the home environment. Guidance will be available in the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation, and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.

Stuttgart High School staff will work with students and parents through our Career Action Planning to address career goals, plan coursework, and make informed decisions regarding smart core/core curriculum options Each

spring parents are mailed a letter concerning course offerings, the required 38 units, and information about CAP conferences. Parents and students will meet with an assigned advisor to review the selected curriculum and select courses for the upcoming school year to develop Student Success Plans.

5.3 Parents representing Stuttgart High School in the district's Parent Engagement Committee will participate in the review of the Parent Satisfaction Survey results and will make recommendations for the upcoming school year. The school will use the results and review of the Parent Satisfaction Survey to plan the parental involvement activities for the upcoming year.

The school will distribute Informational Packets each year that includes a copy of the school's parental engagement plan, a survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions of ways parents can become involved in their child's education, 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. SHS will facilitate meetings through class sponsors and parent groups.

6: Annual Title I Meeting *(Title I schools)*

Describe the details regarding the Annual Title I meeting used to inform parents of the requirements of Title I, the School's participation, and the parents' rights to be involved.

Guiding Questions

- **6.1:** *How and when (month/year) does the School conduct the Annual Title I meeting, ensuring that parents are informed of the following? (*Include a link to the detailed agenda, meeting minutes, and/or slide deck for this year's Annual Title I Meeting, if available.)*
 - *the requirements of Title I and the School's participation*
 - *the parents' rights under Title I (The Right to Know Teacher Qualifications, Right to Request Meetings) [ESSA § 1116(c)(1)]*

NA

7: School-Parent Compact *(Title I schools)*

Describe the process School will follow to jointly develop with parents a School-Parent Compact as required under Title I, Part A.

Guiding Questions

- **7.1:** *How does the School jointly develop a School-Parent Compact which does the following:*
 - *Outlines how parents, the entire School staff, and students will share the responsibility for improved student academic achievement*

- *Addresses the importance of regular two-way, meaningful communication through:*
 - *conferences (no fewer than 2 each year)*
 - *frequent reports on progress*
 - *reasonable access to staff*
 - *opportunities to volunteer*
 - *observation of classroom activities*
- [ESSA § 1116(d)]
- **7.2:** *How do families access the compact in order to understand the shared responsibility for improved student academic achievement?*
 - *including parent-teacher conferences in elementary Schools, at least annually*
 - *Include a link or insert the language of the compact to demonstrate this requirement has been met.*
- [ESSA § 1116(d)(2)(A)]

NA

8: Reservation of Funds (Title I schools)

Describe how the School uses Title I, Part A funds set-aside for parent and family engagement programs and activities.

Guiding Questions

- **8.1:** *If the School is a recipient of set aside funds for parent and family engagement (as part of receiving a Title I, Part A allocation greater than \$500,000):*
 - *How is the School spending those funds?*
 - *How does the School determine the priority of how funds are spent?*
 - *Who is involved in determining that?*
- [ESSA § 1116(a)(3)(A)]
- **8.2:** *How does the School provide opportunities for parents and family members to be involved in providing input into how the funds are used?*
- [ESSA § 1116(a)(3)(B); ESSA § 1116(a)(3)(C); ESSA § 1116(a)(3)(D)(i-v)]

8.1 The budget is shared to supply materials for community engagement such as: books for the Family Resource Center, printed materials (paper and toner) to share information, award certificates, and the Smore newsletter subscription.

8.2 A meeting amongst the Parental Involvement Committee team members is held to discuss needed items as well as what may be needed in the future. Input is requested by all members as decisions are made for how the funds are to be used.

Assurances

Please read the following statements closely. By checking these boxes, the School understands the legal requirements and will meet them accordingly.

- ☐ **A.1:** The School understands that annually by August 1, the public School's Engagement Plan shall be developed, or reviewed and updated.

[ADE Rules Governing Parental Involvement Section 3.02.3]

- ☐ **A.2:** The School understands that the following must be made available to families and the local community on the School or District website no later than August 1st:
 - o the School Engagement Plan
 - o a parent-friendly explanation of the School and District's Engagement Plan
 - o the informational packet
 - o contact information for the parent facilitator designated by the School.[A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02.4]
- ☐ **A.3:** The School understands that a parent-friendly summary/explanation of the Engagement Plan should be included in the current student handbook.
[A.C.A. § 6-15-1704(a); ADE Rules Governing Parental Involvement Section 3.02]
- ☐ **A.4:** The School understands its obligation for ensuring professional development requirements related to parent and family engagement are met and that records are maintained accordingly. (2 hours every 4 years with 2022 being a required year)
[A.C.A. § 6-15-1703(a); A.C.A. § 6-17-709; Standards for Accreditation of Arkansas Public Schools and School Districts July 2020 Standard 4-G.1 Professional Development (D/C)]
- ☐ **A.5:** The School understands its obligation to obtain signatures for each parent acknowledging receipt of the District's Engagement Plan summary/explanation.
[A.C.A. § 6-15-1704(a)(3)(B)]
- ☐ **A.6:** The School Principal understands their obligation to designate and pay a licensed staff member to serve as Parent Facilitator:
 - o to help organize meaningful training for staff and parents,
 - o to promote and encourage a welcoming atmosphere, and
 - o to undertake efforts to ensure that engagement is recognized as an asset to the School.[A.C.A. § 6-15-1702(c)(1-2)]
- ☐ **A.7:** The School understands its obligation to encourage school staff to use volunteer surveys to compile a volunteer resource book.
[A.C.A. § 6-15-1702(b)(6)(B)(ii)]
- ☐ **A.8:** The School understands its obligation to conduct no fewer than two parent-teacher conferences per school year.
[A.C.A. § 6-15-1702(b)(3)(B)(ii)]
- ☐ **A.9:** The School understands its obligation to incorporate the Engagement Plan into the School Improvement Plan.
[ADE Rules Governing Parental Involvement Section 3.02.2]
- ☐ **A.10:** The School understands its obligation to schedule regular parent involvement meetings at which parents are given a report on the state of the School and an overview of:
 - o what students will be learning
 - o how students will be assessed
 - o what a parent should expect for his or her child's education
 - o how a parent can assist and make a difference in his or her child's education.[A.C.A. § 6-15-1702(b)(5)(B)(i)(a-d)]
- ☐ **A.11:** Any School serving high school students understands its obligation to educate parents about their role in decisions affecting course selection, career planning, and preparation for postsecondary opportunities.
[A.C.A. § 6-15-1702(b)(7)(B)(ii)]

- ☐ **A.12:** The School understands its obligation to welcome parents into the School, and more specifically, not have any school policies or procedures that would discourage a parent from visiting the School or from visiting a child's classrooms.
[A.C.A. § 6-15-1702(b)(6)(B)]
- ☐ **A.13:** The School understands that all Title I, Part A funded engagement activities and strategies should remain consistent with all information set forth in this parent and family engagement plan.
[ESSA § 1116(a)(3)(D)]
- ☐ **A.14:** The School understands its obligation to submit to the State any comments from parents who deem the Title I Schoolwide Plan unsatisfactory. These comments can be sent to ade.engagementmatters@ade.arkansas.gov
[ESSA § 1116(b)(4)]
- ☐ **A.15:** The School understands its obligation, if requested by parents, to provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
[ESSA § 1116(c)(4)(C)]

School Information

School Name:	Stuttgart High School
School Engagement Facilitator Name:	Sarah Strabala
Plan Revision/Submission Date:	04-28-2023
District Level Reviewer Name, Title:	
District Level Approval Date:	

Committee Members, Role

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

First Name	Last Name	Role <i>(Teacher, Staff, Parent, Student, or Community Member)</i>
Sarah	Strabala	Chairperson
Pam	Dean	Principal
Robert	Tate	Assistant Principal
Angie	Sherman	Counselor
Sherrick	Withers	Staff
Laura	Ellis	Parent
Brenda	Chavez	Parent
Jalicia	Wyatt	Parent
Latara	Robinson	Parent
Lynn	McKinney	Parent
Rachel	Hillman	Parent
Carriell	Brown	Parent
Elizabeth	Skinner	Parent

References

State

- [Ark. Code Ann. § 6-15-1701 et seq.](#)
- [Arkansas Department of Education Rules Governing Parental Involvement Plans and Family and Community Engagement](#)

Federal

- [Elementary and Secondary Education Act, as amended by Every Student Succeeds Act, 114 P.L. 95, 20 U.S.C. §§ 6312, 6318, 6320](#)

Find additional guidance on the [DESE Parent and Family Engagement Requirements](#) webpage. For any questions about completing this form or meeting legal compliance, please contact the DESE Engagement Unit at ade.engagementmatters@ade.arkansas.gov or visit our website [#EngagementMattersAR](#)

District Reviewer Responses

Section 1 - Jointly Developed

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 2 - Communication

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 3 - Building Staff Capacity

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 4 - Building Parent Capacity

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 5 - Coordination

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 6 - Annual Title I Meeting

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 7 - School-Parent Compact

- ☐ Changes Required
- ☐ Compliance is Met

[Text box for responses]

Section 8 - Reservation of Funds

☐ Changes Required

☐ Compliance is Met

[Text box for responses]