

# **Marmaduke High School Family Engagement Plan 2017-2018**

## **School Information**

Marmaduke High School  
1010 Greyhound Drive  
Marmaduke, AR 72443  
870-597-2723  
Grades: 7-12

## **Parent Involvement Coordinator:**

Bill Muse

## **Communication Strategies:**

- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- Marmaduke High School will have a link on the district website to keep parents informed.
- Marmaduke High School will provide to parents grade reports/report cards every 4 1/2 weeks with information regarding their child's academic progress and upcoming classroom and school events.
- Marmaduke High School will send parents a parent-friendly letter that explains their child's test results and standardized test scores.
- Marmaduke High School will send notes home with students, post notices in school facilities and public buildings, make School Reach phone calls and provide information for local newspapers and radio stations about parent meetings.
- Marmaduke High School will use the student handbook, school web site, and parent orientation meetings about the School-wide Title I Plan and how to get a copy upon request.
- Marmaduke High School faculty and administration will inform parents and students about the nature and purpose of the Intervention Program through such avenues as Parents Make a Difference Evenings, Open House, personal phone calls, newspaper, school website, and posters at Parent/Teacher Conferences to promote their awareness and enlist their support.
- Family kits, which include a student handbook, faculty email addresses and phone numbers, math related web page addresses, policies concerning parent visitation and pick-ups, etc, shall be prepared in order to encourage communication with parents.
- Selected student performance assessments and projects will be displayed in the school and community, and project evaluations will be made available to parents during parent conferences. Examples for displays include the public library, nursing homes, school halls, bulletin boards, county, regional, and state fairs, and fine arts programs.

### **Proposed parent meeting, conference, and activities:**

- Marmaduke High School will hold an orientation for parents at all grade levels to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the school's Title I Plan.
- Teachers will hold conferences individually with parents of children in their classrooms. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school/parent efforts and explanations of homework and grading procedures.
- Parents will have instant access to their student's grades and attendance through the Home Access Center. A link to this website will be on the Marmaduke School District's website.
- Marmaduke High School will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
  - o Special parent lunches
  - o Awards day presentation
  - o Field day volunteers
  - o Parent education workshops
  - o Orientation presentations
  - o Open House
  - o MHS Booster Club
  - o Choir Concert
  - o D.A.R.E. graduation
  - o Various committees

### **How the school provides information to parents about volunteer opportunities:**

- Marmaduke High School will work with Marmaduke Elementary to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the beginning of the school year.
- Teachers will provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: Role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning/preparation/other strategies, or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.
- Marmaduke High School will follow all state required professional development to maintain the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

Marmaduke High School will keep a Parent-Teacher Compact signed by each parent on file in the office. That compact outlines/states the roles and responsibilities of the parent and teacher in the educational process of the student.

Marmaduke High School provides opportunities for parents to be involved in the development, implementation, and evaluation of the school's 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.

- Marmaduke High School will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- Marmaduke High School will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- To take advantage of community resources, Marmaduke High School shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.
- Marmaduke High School shall enable the formation of an organization that will foster parental and community involvement within the school, such as the Booster Club.

### **How will Marmaduke provide resources for parents:**

- Marmaduke High School will distribute informational packets each year that include a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/teachers/students/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 (notes, phone, calls, email...)
- 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.
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- Marmaduke High School has a parent center located in the high school computer lab.
- The principal of each school in a school district shall be designated to serve as a parent facilitator.
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

Marmaduke High School will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents, and school staff. The Title I 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) growth in number of parents participating in workshops and meetings;
- (2) specific needs of parents;
- (3) effectiveness of specific strategies;
- (4) engagement of parents in activities to support student academic growth.

**How Marmaduke High School will use the parent interest surveys to select, plan, and implement parental involvement activities that will be offered throughout the year:**

- Marmaduke High School will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically.
- Marmaduke High School will use the results of the parent interest survey will be used to plan the parental involvement activities for the year.
- Marmaduke High School will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.
- Marmaduke 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.

**The Annual Title I Meeting will be conducted separately.**

- Marmaduke High School will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program.
- Marmaduke High School will hold their Annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet.