

**Little Rock School District**  
**Pulaski Heights Middle School**  
*"Pursuing Panther Pride"*  
**2017-2018 Parent and Family Engagement Plan**



401 North Pine Street, Little Rock, Arkansas 72205

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Mr. Darrell Powell, Principal

**Parent and Family Engagement Committee Members/ Action Team for Partnerships**

Mr. Darrell Powell, Principal

Christina Coffman, Parent Facilitator

Beth Munson, English Department Chairperson  
Jacqueline Hogg, Social Studies Department Chairperson  
Sharon Dallimore,

Math Department Chairperson

Terri Phillips, Science Department Chair/Technology Specialist

Jennifer Ronnel, PTSA President

Sheila Mckinnis, Parent

Mandy Shoptaw, Parent

Angie Spencer, Parent

Gabriel Bond, Parent

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**School Mission**

The PHMS Family is committed to building positive relationships and providing a safe, supportive learning environment where learners will benefit from consistent high standards, engaging instruction, and strong community support as they develop into independent, caring, productive young adults able to successfully face life's challenges.

Pulaski Heights Middle School serves students in grades 6-8 with 616 students. Approximately 57% of our students receive free or reduced lunch. Christina Coffman serves as the Parent Facilitator.

**Communication**

The Pulaski Heights Middle School Parental Involvement Plan involves parents of students of all grade levels in a variety of roles. Our plan recognizes that communication between home and school should be regular, two-way, and meaningful. To encourage communication, Pulaski Heights Middle School has developed a school web site, and a parent and family engagement web site. On our web sites, parents can check events, deadlines, the Parent Involvement Plan, and read the monthly newsletter. Parents also have access to the PTSA's Eblast and the district's Parent Link for added communication. Parents are encouraged to check Edline, call, email, and attend teacher conferences in order to monitor student progress. Parent involvement opportunities are also sent home via the student to inform the parent and student of the activities taking place in the school and how they can become involved. For more information, contact Joy Thompson at 447-3200.

**Parent Activities**

PHMS hosts a mandatory academic parent night during each quarter of the school year. The workshops provide opportunities for parents and their children to see the classroom experience in a positive and helpful manner, while the school staff provides assistance and encouragement

PTSA meetings and workshops are held throughout the year following a varied schedule to accommodate the needs of families. Invited speakers provide parents with additional information concerning ways to make their child's academic life more successful.

Two parent conference opportunities have been scheduled by the Little Rock School District, one in the fall and one in the spring. Additional conferences are scheduled at the request of the parents and/or teachers through each child's team leader.

Throughout the year, parents are encouraged to participate in the following activities to increase their involvement and support for student learning.

<b>Activity</b>	<b>Date(s)</b>	<b>Time of Day</b>	<b>Contact Person</b>
Registration and Volunteer Sign-up	August 1 <sup>st</sup> and 2 <sup>nd</sup>	10:00 a.m.-7:00 p.m.	Terra Dukes <a href="mailto:Terra.dukes@lrsd.org">Terra.dukes@lrsd.org</a> 447-3203
Sixth Grade Orientation	August 11 <sup>th</sup>	9:30 a.m.-12:00 a.m.	Eric Steward <a href="mailto:Eric.steward@lrsd.org">Eric.steward@lrsd.org</a> 447-3242
Title I Meeting	September 14 <sup>th</sup>	5:30-6:00 p.m.	Darryl Powell 447-3201 <a href="mailto:Darryl.powell@lrsd.org">Darryl.powell@lrsd.org</a>

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Open House	September 14 <sup>th</sup>	6:00 p.m.-8:00 p.m.	Leslie Oden Leslie.oden@lrsd.org
PTSA Meetings	A. August 23 B. September 28 C. November 30 D. February 22 E. May 17	A. 12:00 p.m. B. 12:00 p.m. C. TBA D. TBA E. TBA	Beth McAlpine <a href="mailto:bethamcalpine@gmail.com">bethamcalpine@gmail.com</a>
Book Fair	September 6 <sup>th</sup> -16 <sup>th</sup>	8:00 a.m.-4:00 p.m.	Brittani Brooks <a href="mailto:Brittani.brooks@lrsd.org">Brittani.brooks@lrsd.org</a>
Family Night: Eschool 101	TBA	TBA	Terri Phillips <a href="mailto:Terri.phillips@lrsd.org">Terri.phillips@lrsd.org</a> 447-3275
Family Night: National History Day	October 5 <sup>th</sup>	5:30-7:00 p.m.	Janet Buford <a href="mailto:janet.buford@lrsd.org">janet.buford@lrsd.org</a> 447-3221
Parent Conferences	A. October 12 <sup>th</sup> B. October 13 <sup>th</sup> C. February 15 <sup>th</sup> D. February 16 <sup>th</sup>	A. 4-7 p.m. B. 8 a.m.-1 p.m. C. 4-7 p.m. D. 8 am -1 pm	Leslie Oden Leslie.oden@lrsd.org
Lunch With Dad	October 27 November 17 December 1 January 19 February 9 March 9 April 13	First and Second Lunch	Christina Coffman <a href="mailto:Christina.coffman@lrsd.org">Christina.coffman@lrsd.org</a> 501-447-3278
Family Night: Math	October 24 <sup>th</sup>	5:30-7:00 pm	Sharon Dallimore Sharon.dallimore@lrsd.org
Family Night: Literacy	January 2018	TBA	Carey Sellers <a href="mailto:Carey.sellers@lrsd.org">Carey.sellers@lrsd.org</a> 447-3277
Band/Orchestra Concert	Fall and Spring	TBA	Michael Williamson <a href="mailto:Michael.williamson@lrsd.org">Michael.williamson@lrsd.org</a> 447-3216
Arts Showcase	Fall and Spring	TBA	Kristen Castillon <a href="mailto:Kristen.castillon@lrsd.org">Kristen.castillon@lrsd.org</a> 447-3289
Career Fair	Spring	TBA	Christina Coffman <a href="mailto:Christina.coffman@lrsd.org">Christina.coffman@lrsd.org</a> 447-3278
Family Night: Science	November 2017	TBA	Onisha Chandler <a href="mailto:Onisha.chandler@lrsd.org">Onisha.chandler@lrsd.org</a> 447-3215
Pantherfest	Spring 2018	TBA	Jenn Ronnel <a href="mailto:jennronnel@gmail.com">jennronnel@gmail.com</a>

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**Staff Development**

Pulaski Heights Middle School supports the development, implementation, and regular evaluation of the Parent and Family Engagement Program to involve parents in the decisions and practices of the Little Rock School District. The principal has designated one certified staff member that serves as a parent facilitator. The parent facilitator organizes meaningful training for staff and parents to help promote and encourage a welcoming atmosphere for parental involvement at Pulaski Heights Middle School. The parent facilitator also ensures that parental participation is recognized as an asset to the school. The person serving as parent facilitator receives supplemental pay for the assigned duties as required by law. For more information contact Christina Coffman at 447-3278.

**Parent Volunteer Opportunities**

Pulaski Heights Middle School is committed to providing opportunities for the maximum growth and development of each child. This commitment includes the involvement of parents and volunteers. Pulaski Heights Middle School wants each year to be a very positive experience for students and their parents. Volunteer sign-up sheets are available during registration, Open House, PTSA meetings, and Family Nights. Volunteer training will be available throughout the year as needed. Opportunities for parent and family engagement are integrated and coordinated in the program during the year to include planning visitation days for fifth grade students and parents who will be attending middle school in the fall. Parent volunteers organize fifth grade orientation sessions and provide tours of the school. Parents also volunteer to assist with mentoring, main office duties, choir and band concerts, art contests, Reflections competitions, sporting events, and library duties. For more information about ways you can volunteer and volunteer training, contact Leslie Oden at 447-3203.

**School-Parent-Compact**

School staff, parents, and students develop a school-parent-student compact. This compact outlines how parents, school staff, and students share the responsibility for improving student academic achievement. Pulaski Heights Middle School and parents build and develop a partnership to help children achieve the state's high academic standards. All stakeholders have the opportunity to sign the compact. For more information contact Christina Coffman at 447-3278.

**Implementation and Evaluation of the School Wide Improvement Plan**

Pulaski Heights Middle School has parent representatives who are invited to attend the PTSA School Council meetings held in the library. All parents are also invited to be involved in school improvement planning. To support this process, the school offers both school staff and parents training on how to contribute to this process in a meaningful way. Parents are involved in making decisions about the allocation of its Title I, Part A funds for parental involvement. Parents and staff are also involved in evaluating the Improvement Plan each year. For more information contact Christina Coffman at 447- 3278.

**Resources for Parents**

To promote and support responsible parenting, Pulaski Heights Middle School encourages parents to take advantage of the school's Parent Resource Center. The parent facilitator maintains the Parent Resource Center which is in the media center. It is open from 8:00 a.m. - 4:00 p.m. Monday through Friday. The center provides information to parents, students, teachers, and staff on many subjects regarding parenting topics, behavior issues, discipline, depression, drugs, homework, etc. Parents are able to check out some of the materials. Pulaski Heights Middle School has also purchased books, magazines, and other informative material regarding responsible parenting. There are also computers available for parents to use to check grades and visit educational web sites in the Media Center. Parents are encouraged to view the Title I Parent and Family Engagement Plan located in the parent center.

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Each year informational packets are distributed to parents that include a copy of the school's Parental Involvement Plan, survey for volunteer interests, recommended roles for parents/teachers/students, 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 is used to allow parents and teachers to have an open line of communication with each other via notes, phone calls, and e-mail. Included in the school's policy handbook is the school's process for resolving parental concerns, including how to define a problem, who to approach first, and how to develop solutions. For more information contact Christina Coffman at 447- 3278.

### **Parent and Family Engagement Evaluation**

Pulaski Heights Middle School engages parents in an annual evaluation of the Title I Program's parental involvement efforts through an annual evaluation using comprehensive needs assessment filled out by teachers, parents, and school staff. The Parent and Family Engagement Committee, made up of teachers, parents, and school staff 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 is a part of the evaluation, it also provides 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; and (4) engagement of parents in activities to support student academic growth. For more information contact Christina Coffman at 447- 3278.

### **.Parental and Family Engagement Surveys**

At Pulaski Heights Middle School we ask parents to complete a parent interest survey during each school year. The survey provides information concerning the activities parents feel are most beneficial in the efforts to support their child academically. The school uses the results of the parent interest survey to plan the parental involvement activities for the year. The school evaluates the activities that were suggested by the parents at the end of the year as part of the annual Parental Involvement Plan evaluation.

Our school, along with the district, is a member of the National Network for Partnership Schools (NNPS). NNPS supports six (6) types of parent and family engagement.

- Type 1: Parenting – Activities are designed to help families understand young adolescent development, acquire developmentally appropriate parenting skills, set home conditions to support learning at each grade level.
- Type 2: Communicating – Activities focus on keeping parents informed through such things as notices, memos, report cards, conferences about student work and social functions.
- Type 3: Volunteering – Activities incorporate strategies to improve volunteer recruiting, training, and scheduling.
- Type 4: Learning at Home – Activities allow coordination of schoolwork with work at home
- Type 5: Decision Making – Activities are designed to solicit the voice of parents in decisions about school policies and practices.
- Type 6: Collaborating with the Community – Activities acknowledge and bring together all community entities (For more information, contact Christina Coffman at 447- 3278.

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**Annual Title I Meeting**

Pulaski Heights Middle School conducts an annual Title I meeting for all parents, students, and staff at the beginning of each school year. The school's annual Title I meeting is separate from any other meetings or activities to ensure that presenters 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 the proficiency level students are expected to meet. The agenda, the sign-in sheet, and the minutes for this meeting are generated separately from any other events and kept on file in the school's office and with the parent facilitator. This year's Title I meeting will be held on September 14, 2017 at 5:30 pm. For more information contact Christina Coffman at 447- 3278.

**National Network of Partnership Schools**

Pulaski Heights Middle School is a member of Johns Hopkins University of National Network of Partnership Schools (NNPS). The NNPS School, Family, and Community Partnership model is designed to enhance parent participation and involvement in the school and community. The model is research based and references six types of involvement: parenting, communicating, volunteering, student learning, decision-making, and collaborating with the community. To support the six types of involvement; Pulaski Heights Middle School participates on the LRSD NNPS West School Cluster Team. For more information contact Christina Coffman at 447-3278.