

School Parent and Family Engagement Plan

School Name:

Yellville-Summit High School

Facilitator Name:

Hannah Shipman

Plan Review Date:

July 8, 2019

District Level Reviewer, Title:

Donna Tennison, District Chair

District Level Approval Date:

September 26, 2019

Committee Members, Role:

Hope Davenport, Math Instructor

Dawn Purdom, English Instructor

Tobey Norberg, Parent

Darcy Kauffman, Parent

Jamie Smith, Parent

Robin Lee, Parent, School Board Member

Dalton Robinson, 7-12 Student Body President

David Wyatt, 7-12 Principal

Kary Duffy, 7-12 Counselor

Hannah Shipman, English Instructor, 7-12 Facilitator

Donna Tennison, Business Instructor, District Chair

1: Jointly Developed

The District Policies indicate and are reflective of the policies set-forth by the Arkansas School Board Association in regard to parent/community involvement program guidelines and stated expectations for both the parents and the school. (Donna Tennison, District School Improvement Chair, 449-4066)

The school will involve parents/guardians on school improvement planning committees. To support this process, the school will offer both school staff and parents/guardians training on how to contribute to the process in a meaningful way. (Donna Tennison, District School Improvement Chair, 449-4066)

Instructions for an online parental interest survey will be available at the parent/teacher conferences in September and March to get opinions and/or concerns from parents/guardians about activities to support their student(s) academically and socially. The school will use the results of the parent interest surveys and plan the parent and family engagement activities for the year. The school will re-evaluate the activities that were suggested by the parents/guardians at the end of the school year as part of the annual parent and family engagement plan evaluation and consider suggestions for the following year. (Hannah Shipman, Facilitator, 449-4066)

The school will engage parents/guardians in the annual evaluation of the parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by instructors, parents, and school staff. The school improvement committees, compiled of instructors, parents, guardians, and school staff, will determine the effectiveness of the Parent and Family Engagement Plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents/guardians participating in workshops and meetings; (2) specific needs of parents/guardians; (3) effectiveness of specific strategies; and (4) engagement of parents/guardians in activities to support student academic growth. (Hannah Shipman, Facilitator, 449-4066)

2: Annual Title I Meeting

The District is Title I Schoolwide, therefore all students participate in the Title I programs. The School will hold its annual Title I meeting at such a time to ensure that there is ample time to provide a description or 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. Parents are informed of the requirements of Title I, the school's participation with Title I, and their rights as parents under Title I. This year the meeting was held on Monday, September 9, 2019, in the high school media center. (Donna Tennison, District Federal Programs Coordinator, 449-4066)

The school will hold an orientation for parents and the public to inform them about the school's participation in the Title I program and to encourage parents/guardians to be involved with reviewing and revising said plan for the following year. This year's meeting was hosted in the high school media center on September 9, 2019. (Donna Tennison, District Parent and Family Engagement Chair, 449-4066)

Parents/guardians will be encouraged to attend and participate in the annual Public Title I meeting. (Donna Tennison, District School Improvement Chair, 449-4066)

3: Communications

At the district open house, "Back to School Bash," parents/guardians are given the opportunity to meet student's instructors, review class schedules, tour the facilities, meet administrators and hear the district's expectations for the upcoming school year. (Donna Tennison, District Chair, 449-4066)

Each year, the school makes available informational handouts to parents/guardians at open house and disseminates information throughout the year using both print and electronic media. Handouts include ball schedules, school maps, list of parent and family engagement activities, upcoming opportunities in which to participate and information about the various media that will be used to communicate. The Parent and Family Engagement Plan will be posted on the District website. (Hannah Shipman, Facilitator, 449-4066)

In response to the desire of parents/guardians to be contacted via internet, instructors are asked to weekly update pertinent information such as grades and assignments in Home Access Center (HAC) and share information via electronic means. (David Wyatt, Principal, 449-4066)

Using log-in information supplied by appointed staff, each parent/guardian is encouraged to access HAC, which provides current classroom grades, instructor contact information, upcoming project/assignments, and a method for point in time interventions. (Kary Duffy, Counselor, 449-4066)

In addition to the early contacts made to welcome parents into the academic worlds of their children, the district will release first quarter progress reports and third quarter report cards at parent/teacher conferences September 19, 2019, and March 19, 2020, to discuss student learning progress, areas requiring attention and those worthy of praise. Parents/guardians will be given interventions being used to assist learning, asked for suggestions and engaged in discussions about how each party involved can support these efforts. (Kary Duffy, Counselor, 449-4066)

The school will encourage parents/guardians to participate in celebrating their student's efforts by attending choir concerts, academic achievement ceremonies, sports competitions, band performances, school plays, athletic awards ceremonies, etc. (David Wyatt, Principal, 449-4066)

Seniors are required to create a Senior Memory Book which recalls the life of the student chapter by chapter highlighting behavioral growth, favorite instructors, life lessons, lasting memories, athletic achievements, first loves, academic milestones and not-so-great memories of school days gone by. A community-wide reception is hosted in the high school media center to share the books with friends and family. (Hannah Shipman, Senior English Instructor, 449-4066)

4: School-Parent Compact

School staff, parents, and students will develop a school-parent-student compact. This compact 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 students achieve the state's high academic standards. All stakeholders will sign the compact. (David Wyatt, Principal, 449-4066)

Instructors, using stationery printed with the school colors and mascot, will contact each parent/guardian early in the academic year to facilitate conversations between school and home and foster an environment that welcomes the participation of parents in the academic lives of their students. These initial contacts will be positive and establish the tone for collaborative relationships that will strengthen each student's support network. (Kary Duffy, Counselor, 449-4066)

The school will provide progress reports at the mid-point of each nine week grading period and report cards at the end of each period which reflect a student's academic progress, days in attendance, and appropriate contact information. (David Wyatt, Principal, 449-4066)

Instructor contact information is posted on the district website. Parents/guardians are encouraged to meet with instructors before/after school or during their preparation period. The building administrator is available to attend these meetings at the request of instructor or parent. (David Wyatt, Principal, 449-4066)

Parents/guardians will be asked to serve in various capacities throughout the school to foster an ease with the surroundings and engagement with their students. Such roles might include but are not limited to: media assistant, mentor, guest speaker, field day volunteer, technology advisor, wellness committee member, art assistant, school improvement committee member, etc. (Hannah Shipman, Facilitator, 449-4066)

Parents/guardians are oriented to the School Improvement process during meetings with members of the Leadership Teams each fall during in-service and throughout the school year asked to participate in identifying needs, strategies, and resources available to impact student achievement. (Donna Tennison, District School Improvement Chair, 449-4066)

The school will coordinate and integrate parent and family engagement strategies with other federal, state, and local programs. (Donna Tennison, District School Improvement Chair, 449-4066)

The school will sponsor seminars to inform the parents/guardians of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for postsecondary opportunities. Each spring, the Career Action Plan (CAP) program involves a high school advisor for each student who meets with that student and his/her parent(s)/guardian(s) to plan his/her schedule for the following year. (Kary Duffy, Counselor, 449-4066)

Included in the District Policy Handbook is the school's process for resolving parental concerns, including how to define a problem, whom to approach first, the "chain-of-command" to follow, and how to work toward solutions. (Donna Tennison, District Chair, 449-4066)

5: Reservation of Funds

Parental engagement activities will be funded by Title I or local funds as the purpose of the activities is to strengthen the student/parent/school community. The school will provide resources for parents to learn about child development, child rearing practices, and academic strategies that are designed to help parents become full partners in the education of their student as well as any reasonable support for parental involvement at the request of the school. To promote and support responsible parenting, the school shall, as funds are available, also purchase parenting books, magazines, and other informative materials regarding responsible parenting through both the parent center and school media centers, advertise the collection, and make those items available for review. (Donna Tennison, District Federal Programs Coordinator, 449-4066)

6: Coordination of Services

The district will utilize appropriate communicative media such as local television stations, newspapers, electronic mail, flyers, marquees of local businesses, school website and facebook page, etc. to publish information related to meetings, workshops, trainings, and events of the school. (Hannah Shipman, Facilitator, 449-4066)

Parents are welcome to sign into the office, register as a guest, use the computer lab, check-out materials from the media centers, consult with staff, view and borrow materials in the parent center facilitated by the high school counselor, and schedule times convenient to them for conferences with staff. (David Wyatt, Principal, 449-4066)

In small, rural communities oftentimes local civic organizations donate materials to assist parents/guardians in raising strong students and active citizens. (Kary Duffy, Counselor, 449-4066)

To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory committee to provide advice and guidance for school improvement. Recent graduates, using social networking sites, will be asked to respond to questions concerning preparedness for college/career, strengths of the district's instructional programs and also the weaknesses of said programs. Results of said surveys will be shared with instructional staff and available for view in the counselor's office. The information will also be presented to juniors and seniors. (Hannah Shipman, Facilitator, and Kary Duffy, Counselor, 449-4066)

The school shall enable the formation of a parent/teacher organization that will foster parent, family, and community engagement within the school. (David Wyatt, Principal, 449-4066)

7: Building Capacity of Parents

In response to the desire of parents/guardians to be contacted via internet, instructors are asked to weekly update pertinent information such as grades and assignments in Home Access Center (HAC) and share information via electronic means. (David Wyatt, Principal, 449-4066)

Using log-in information supplied by appointed staff, each parent/guardian is encouraged to access HAC, which provides current classroom grades, instructor contact information, upcoming project/assignments, and a method for point in time interventions. (Kary Duffy, Counselor, 449-4066)

According to ACT940, the school shall report in writing to the parent/guardian of students in grades K-8 the independent reading level of their student. (Kary Duffy, Counselor, 449-4066)

During the fall open-house, the district, in order to provide a smooth transition from one school to the next, will host meetings with instructors, administrators, parents, and students to express a welcome, transitional procedures, opportunities for support, parental awareness, new expectations and other relevant information to both affected students and their parents. (David Wyatt, Principal, 449-4066)

Parents/guardians will be given a summary of the student's test scores and an explanation of the interventions instructors are using to assist the student in reaching achievement goals. Parents/guardians will be encouraged to engage in discussion of how they can support these efforts. Parents/guardians will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (Kary Duffy, Counselor, 449-4066)

The school will provide instruction to parents/guardians on how to incorporate developmentally appropriate learning activities in the home environment, the use of and access to the Arkansas Division of Elementary and Secondary Education (Arkansas DESE) website (arkansased.org) 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 Arkansas DESE. (Kary Duffy, Counselor, 449-4066)

To promote and support responsible parenting, the school shall, as funds are available, purchase parenting books, magazines, and other informative materials

regarding responsible parenting, advertise the current selection and give parents the opportunity to borrow the materials for review. (Hannah Shipman, Facilitator, 449-4066)

8: Building Capacity of School Staff

The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for instructors designed to enhance the understanding of effective parent and family engagement strategies every four years. (Wes Henderson, Superintendent, 449-4061)

Parents are welcome to sign into the office, register as a guest, use the computer labs, check-out materials from the media centers, consult with staff, view and borrow materials in the parent center facilitated by the high school counselor, and schedule times convenient to them for conferences with staff. (David Wyatt, Principal, 449-4066)

The principal shall designate one (1) certified staff member who is willing to serve as parent and family engagement facilitator. (Wes Henderson, Superintendent, 449-4061)