

School Parent and Family Engagement Plan

School Name:

Yellville-Summit High School

Facilitator Name:

Hannah Shipman

Plan Review Date:

July 2, 2020

District Level Reviewer, Title:

Donna Tennison, District Chair

District Level Approval Date:

July 13, 2020

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

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 October and February 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 family and community engagement (FACE) activities for the year. The school will re-evaluate the activities that were suggested by the parents/guardians at the end of the year as part of the annual FACE 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 FACE 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 FACE plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase FACE 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 will be held on Monday, September 14, 2020, in the high school media center and may be presented virtually. (Donna Tennison, District Federal Program Chair, 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 will be hosted in the high school media center on September 14, 2020, and may be presented virtually. (Donna Tennison, District Federal Programs 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 sports 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 FACE Plan is posted on the District website. (Hannah Shipman, Facilitator, 449-4066)

The school will use Google Classroom, Google Meet, phone calls, and Facebook postings during a crisis to foster encouragement and parental involvement with their student's learning. (David Wyatt, Principal, 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 HAC and share information via electronic means. (David Wyatt, Principal, 870-449-4066)

Using log-in information supplied by appointed staff, each parent/guardian is encouraged to access Home Access Center (HAC), which provides current classroom grades, instructor contact information, upcoming project/assignments, and a method for point in time interventions. (Kary Duffy, Counselor, 870-449-4066)

In addition to the early contacts made to welcome parents into the academic worlds of their children, the district will release first quarter report cards and third quarter progress reports at parent/teacher conferences October 22, 2020, and February 11, 2021, to discuss student learning progress, areas requiring attention and those worthy of praise. Parents/guardians will be given interventions that are 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)

When necessary contact is needed, CAPS advisors are responsible for using phone numbers on file to contact each of their CAPS student' parents/guardians. This method was used to conduct parent/teacher conferences in the spring of 2020 and to update contact information for all students.

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, class plays, athletic awards ceremonies, etc. (David Wyatt, Principal, 449-4066)

High school students in English classes are required to create a Senior Memory Book as they progress through high school. This book will recall 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. Instructors will update grades every week on HAC for parents to have an accurate view of grades/current progress/missing work throughout the year. (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 are invited 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: library 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 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 FACE strategies under other programs. (Hannah Shipman, Facilitator, 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 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

FACE 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 our parent center and school library, advertise the collection, and make those items available for review. (Donna Tennison, District Federal Programs Chair, 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 related to the business of the school. (Hannah Shipman, Facilitator, 449-4066)

During time of need, Facebook is used to update parents/students on access to student assignments and a local business provides WIFI hotspots to assist families with accessing the internet. When needed, the school will provide computers to be checked out to families and hotspots made available for at home internet access. (Donna Tennison, District Federal Programs Chair, 449-4066)

Parents are welcome to sign into the office, register as a guest, use the computer lab, check-out materials from the library, 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 often times 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 program and also the weaknesses of said program. 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 HAC and share information via electronic means. (David Wyatt, Principal, 870-449-4066)

Using log-in information supplied by appointed staff, each parent/guardian is encouraged to access Home Access Center (HAC), which provides current classroom grades, instructor contact information, upcoming project/assignments, and a method for point in time interventions. (Kary Duffy, Counselor, 870-449-4066)

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, 870-449-4066)

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 and administrators, 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 asked 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 schools 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) (arkansased.org) 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 Arkansas DESE. (Kary Duffy, Counselor, 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 FACE strategies every four years. (Wes Henderson, Superintendent, 449-4061)

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