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YELLVILLE-SUMMIT HIGH SCHOOL  
1124 NORTH PANTHER AVENUE  
YELLVILLE AR 72687  
870-449-4066

**School Parent Involvement Policy**

**This form was adapted from, *A Toolkit for Title I Parent Involvement.*  
Ferguson, C. (2009). *A Toolkit for Title I Parental Involvement.* Austin, TX: SEDL.**

Hint

**District**  
YELLVILLE-SUMMIT SCHOOL DISTRICT

**School Improvement Status**  
NEEDS IMPROVEMENT

**Grade Levels**  
7-12

**Parent Involvement Coordinator**  
HANNAH SHIPMAN

**Are you Title I Schoolwide?**  
 Yes  
 No  
 N/A

**Percent of free and reduced lunch**  
70%

**Parent Involvement Committee Members**  
*(Select "Repeat" to open more entry fields to add additional team members)*

**Enter committee members**

**First Name**  
HANNAH

**Last Name**  
SHIPMAN

**Position**  
HIGH SCHOOL ENGLISH INSTRUCTOR/PARENTAL INVOLVEMENT FACILITATOR

**Enter committee members**

**First Name**  
DONNA

**Last Name**  
TENNISON

**Position**  
HIGH SCHOOL BUSINESS INSTRUCTOR/DISTRICT FEDERAL PROGRAMS/DISTRICT PARENTAL INVOLVEMENT CHAIR

**Enter committee members**

**First Name**  
DAVID

**Last Name**  
WYATT

**Position**

PRINCIPAL

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**Enter committee members**

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**First Name**

HOPE

---

**Last Name**

DAVENPORT

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**Position**

HIGH SCHOOL MATHEMATICS INSTRUCTOR

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**Enter committee members**

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**First Name**

KARY

---

**Last Name**

DUFFY

---

**Position**

COUNSELOR

---

**Enter committee members**

---

**First Name**

DAWN

---

**Last Name**

PURDOM

---

**Position**

HIGH SCHOOL ENGLISH INSTRUCTOR

---

**Enter committee members**

---

**First Name**

LORETTA

---

**Last Name**

KIRKWOOD

---

**Position**

PARENT

---

**Enter committee members**

---

**First Name**

TOBEY

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**Last Name**

NORBERG

---

**Position**

PARENT

---

**Enter committee members**

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**First Name**

ROBIN

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**Last Name**

LEE

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**Position**

PARENT

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**1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

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

Teachers, using stationery printed with the school colors and mascot, will contact each parent 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 children. 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, 449-4066

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

Our District Policy Handbook indicates and is 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 ACSIP Chair, 449-4066

In response to the desire of parents to be contacted via internet, teachers 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

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**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)**

In addition to the early contacts made to welcome parents into the academic worlds of their children, the district will, shortly after the release of the first and third quarter progress reports, host parent/teacher conferences (September 24, 2015, and March 17, 2016) to discuss student learning progress, areas requiring attention and those worthy of praise. Parents 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

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

Teacher contact information is posted on the district website. Parents are encouraged to meet with teachers before/after school and during their preparation period. The building administrator is available to attend these meetings at the request of teacher or parent. David Wyatt, 449-4066

The school will hold an orientation for parents to inform them about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising said plan. This year's meeting was hosted in the high school media center on September 14, 2015 at 3:30 p.m. Donna Tennison, 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 teachers, 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 library to share the books with friends and family. Hannah Shipman, Senior English Instructor, 449-4066

The school will encourage parents to participate in celebrating their student's efforts by hosting choir concerts, academic achievement ceremonies, sports competitions, band performances, class plays, athletic awards ceremonies, etc. David Wyatt, Principal 870-449-4066-

Parents will be asked to serve in various capacities throughout the school to foster an ease with our 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. Donna Tennison, 449-4066

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**3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?**

During the fall open house and parent/teacher conference events, parents will be given a survey to determine areas of interest and in which of those areas they would be willing to serve/volunteer. Hannah Shipman, 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 teachers and the administrator of each building, to express a welcome, transitional procedures, opportunities for support, parental awareness, new expectations and other relevant information to both effected students and their parents. David Wyatt, 449-4066

The district will provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, the use of and access to the Arkansas Department of Education (arkansased.org) website tools for parents, assistance with nutritional meal planning and preparation in conjunction with our Consolidated School Health director and wellness committee members and to those participating in other curricula such as the Delta Garden Study. Kary Duffy, 449-4066

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**4. How will your school work with parents to create a 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 children achieve the state's high academic standards. All stakeholders will sign the compact. David Wyatt, 449-4066

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**5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school 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?**

The 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 the process in a meaningful way. Donna Tennison, 449-4066

Parents are oriented to the School Improvement process during meetings with members of the ACSIP teams each fall during in-service and asked to participate in identifying needs, strategies, and resources available to impact student achievement. Donna Tennison, 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 by Hannah Shipman and Kary Duffy.

The school shall enable the formation of a parent/teacher organization that will foster parental and community involvement within the school. David Wyatt, Principal 870-449-4066

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**6. How will your school provide resources for parents?**

Parents are welcome to sign into the office, register as a guest, use our 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, 449-4066

Each year, the school makes available informational packets to parents at open house and disseminates information throughout the year using both print and electronic media. Packets include a copy of the school's parental involvement plan, survey for volunteer interests, engagement activities to involve parents, upcoming opportunities in which to participate and information about the various media that will be used to communicate. Hannah Shipman, 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 through both our parent center and school library, advertise the collection, and make those items available for review. Donna Tennison, 449-4066

In a small, rural community such as ours, oftentimes local civic organizations donate materials to assist parents in raising strong students and active citizens. Kary Duffy, Counselor

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, 449-4066

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**7. How will your school engage parents in the evaluation of your parental involvement efforts?**

The school will engage parents in the annual evaluation of the parental involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents, and school staff. The school improvement committees, compiled 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; and (4) engagement of parents in activities to support student academic growth. Hannah Shipman, 449-4066

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**8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?**

The school will ask parents to fill out a parent interest survey at the fall open-house and/or parent/teacher conference to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. The school will use the results of the parent interest survey and plan the parental involvement activities for the year. The school will re-evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation and consider suggestions for the following year. Hannah Shipman, 449-4066

The 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. Each spring, the CAP program involves a high school advisor for each student who meets with that student and his/her parent(s) to plan his schedule for the following year. Kary Duffy, 449-4066

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**9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held**

in conjunction with any other meetings or activities.)  
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/explanation of school curriculum, information or forms of academic assessments used to measure student progress and information of proficiency level students are expected to meet. This year the meeting was held on Monday, September 14, 2015 at 3:30 in the high school media center. Donna Tennison, 449-4066

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***\*After completion of this form, the school should print and submit to district for review and approval. Once approved, the school is required to post their School Parent Plan on their website.***