District 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

School Year
2016-17

Superintendent
Andrew Vining

School Improvement Status
Needs Improvement District

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

Enter committee members

<table>
<thead>
<tr>
<th>First Name</th>
<th>Glenda</th>
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<tbody>
<tr>
<td>Last Name</td>
<td>Stagg</td>
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<tr>
<td>Position</td>
<td>District Parent Involvement Coordinator</td>
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</tbody>
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Enter committee members

<table>
<thead>
<tr>
<th>First Name</th>
<th>Lacey</th>
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<tbody>
<tr>
<td>Last Name</td>
<td>Standridge</td>
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<tr>
<td>Position</td>
<td>Parent</td>
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Enter committee members

<table>
<thead>
<tr>
<th>First Name</th>
<th>Marla</th>
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<tbody>
<tr>
<td>Last Name</td>
<td>Vest</td>
</tr>
<tr>
<td>Position</td>
<td>Elementary Parent Facilitator</td>
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Enter committee members

<table>
<thead>
<tr>
<th>First Name</th>
<th>Tracy</th>
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<tr>
<td>Last Name</td>
<td>Sutterfield</td>
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<tr>
<td>Position</td>
<td>Jr. High Parent Facilitator</td>
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</tbody>
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Enter committee members

<table>
<thead>
<tr>
<th>First Name</th>
<th>Dana</th>
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<td>Last Name</td>
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Perry

Position
High School Parent Facilitator

Enter committee members

First Name
Shelly

Last Name
Hink

Position
Homeless Coordinator

Enter committee members

First Name
Kathi

Last Name
Beavers

Position
Migrant Coordinator

Enter committee members

First Name
Robin

Last Name
Shaver

Position
Parent

Enter committee members

First Name
Darla

Last Name
McJunkins

Position
School Board Member

Goal 1: How will the LEA foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement?

1. The LEA's parent involvement committee will meet to develop the district parent involvement policy. The committee will be compiled of representatives from each school, plus administrators, parents and school board members. August 18, 2016. Glenda Stagg- District Parent Involvement Coordinator- 501-745-6000 ex 5806

2. The LEA will conduct an annual meeting at the end of the school year to update the Title 1 policy for the next school year. School staff and parents will be notified of the date and time. Issues discussed will include new committee members, if needed. A needs assessment will be conducted prior to the meeting to determine needs in the district related to parent involvement. April 12, 2017- Glenda Stagg, District Parent Involvement Coordinator- 501-745-6000 ex 5806

3. The district allotted the required amount of set aside funds to Title 1 schools.

4. Parent involvement activities will be coordinated with programs in the school district such as 21CCLC After-school programs that have strong parent involvement components such as parent training, volunteers and community partners. The homeless, migrant, ABC, and food service programs will also be coordinated with parent involvement activities, such as parent trainings, health fairs, child find meetings, and distribution of resources for parents so that they may seek assistance and find help in areas such as housing, employment, health issues, and classes to assist them in getting their GEDs or college hours. Glenda Stagg, 21CCLC Coordinator- 501-745-6000 ex 5806

5. A parental contact person was established at each of the Title 1 schools. These include Marla Vest, Elementary, Tracy Sutterfield, Jr. High, and Dana Perry, High School. Andrew Vining, Superintendent- 501-745-6000.

6. An annual review will be conducted of the effectiveness of the parent involvement policy. This will be conducted by the district parent involvement committee as cited above. The annual review will be utilized to educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents. The existing policy will be reviewed for compliance with all current federal and state legislation and any additions, corrections, or deletions will be made. This review will take place annually in April. Glenda Stagg, District Parent Involvement Coordinator.

7. The district will develop a parental involvement committee to create a parent involvement policy and implement
participating schools in planning and implementing effective parental involvement?

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist

Reviewer Comments:

Goal 2: How will the district provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement?

1. The district will conduct ongoing site visits to observe parental involvement practices. The district parent involvement coordinator will meet with the parent involvement committee on each campus to assess their practices and provide assistance in meeting the requirements and guidelines. Glenda Stagg, District Parent Involvement Coordinator-501-745-6000 ex 5806

2. The district will provide materials and training not otherwise available to assist parents in supporting their child’s academic achievement. Each campus will submit a list of materials and supplies needed for specific training and parent activities. The district committee will approve the materials and submit them to the appropriate office for ordering. The district will ensure that parent information packets are available at all district schools. Glenda Stagg, District Parent Involvement Coordinator- 501-745-6000 ex 5806

3. The district will work to enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners by providing and requiring training in these areas. This training will be a part of back to school workshops offered by the district. Lora Hinchey, Curriculum/Professional Development-501-745-6000.

4. The district will ensure, to the extent possible, that information is sent home in a language and form parents can understand. A bilingual staff member will translate written notifications and assist with the Alert Now phone system. The district committee will review parent information forms to make sure that they are easy to understand for parents. Kathi Beavers, Migrant/ESL Interventionist-501-745-6000.

5. The district will provide information on adult literacy training available in the community by collaborating with the Van Buren County Literacy council and making sure that a parent involvement staff member is a member of the council. Glenda Stagg, District Parent Involvement Coordinator, is on the board of directors of the VBC Literacy Council. 501-745-6000.

6. The district will provide a copy of the school policy at each school for parents to view as well as provide a copy to each parent. The policy will also be posted on the school web site. Dewayne Sykes, Technology Coordinator- 501-745-6000.

7. The district will monitor each Title I, Part A school to ensure that each school performs the following tasks:

8. 1. Develop parental involvement policy.

9. 2. Offer flexible meeting times.

10. 3. Provide information to parents about the school’s program, include parent information guide.

11. 4. Develop and use the School-Parent Compact.

12. 5. Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child’s attendance and achievement. Glenda Stagg, Title 1 Coordinator- 501-745-6000.

9. The district will reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use. Fall and spring trainings will be offered using the Strengthening Families curriculum. These trainings will be held in October and April. Adam Eppes, Parent Trainer, 501-745-6000.

10. The district will encourage parents to visit/volunteer at school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts. A volunteer resource book will be maintained at each campus and updated annually. Volunteers will be recognized at the end of the school year. They will also be an integral part of the 12CLCC Afterschool program. Glenda Stagg, District Parent Coordinator- 501-745-6000.

11. The district will encourage parent participation through innovative scheduling of activities and strategies such as holding meetings at a variety of times, such as morning and evening, in order to maximize the opportunities for parents to participate in school-related activities. Evening meetings will include opportunities to work on hands-on activities with their children. Before school meetings will include Dads and Donuts and Momm and Muffins. Parents will be invited to have lunch with their children on holidays and special occasions. Grandparents will be involved by being invited to special activities that celebrate their unique relationship with their grandchildren. School Parent Facilitators

12. The district will coordinate and integrate parental involvement strategies and staff training with other agencies. Parent training will involve partners such as Van Buren County School Based Mental Health and Ozark Mountain Health
Network. The district Homeless Liaison and the Migrant Interventionist will also assist and coordinate training for parents. Adam Eppes, Parent Trainer, Community Collaboration- 501-745-6000.

13. The district will conduct an annual school meeting in October to inform parents of their school's participation in the development of the parental involvement policy and their right to be involved. The district parent involvement coordinator will distribute information pertaining to this at the meeting. Glenda Stagg, District Parent Involvement Coordinator-501-745-6000.

Reviewer Response:

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Goal 3: How will the district build the school's capacity for strong parental involvement?

1. The district will provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A. The Parents' Right to Know letter will be distributed to all parents at the annual parent meeting and sent to those who do not attend. Information nights will be scheduled twice yearly to inform parents of education goals and expectations. Each building will schedule two parent conference nights yearly, with flexible times to allow parents to attend. Parents who do not attend will be contacted by phone or email. School Principals

2. The district will assist in the development of parent engagement groups at each school by appointing parent facilitators and providing time and space for these groups to meet. School Principals

3. The district will encourage the formation of partnerships between schools and local businesses that includes roles for parents. The 21CCLC program will help build strong partnerships by including parents and business leaders to collaborate in projects such as Young Entrepreneurs and service learning projects. Glenda Stagg, 21CCLC Coordinator, 501-745-6000.

4. The district 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 child. Each school will keep these resources in their media centers and parents will be encouraged to check out and use these resources, which will include videos, books, and software designed to improve parents' skills in these areas. School Parent Facilitators/Media Specialists

5. The district will conduct an annual survey in April of each school year to survey parents as to the effectiveness of their children's school. These results will be used in planning programs and activities. Glenda Stagg, District Parent Involvement Coordinator- 501-745-6000.

6. The district will approve reasonable and necessary expenses associated with parental involvement activities through budgeting and monitoring of expenses at each building level. The district grant coordinator will seek additional funds through grants for parent involvement activities. Glenda Stagg, Grants and Federal Programs- 501-745-6000.

7. The district will provide any reasonable support for parental involvement at the request of participating Title I, Part A schools through set asides and budgeting at the district and school levels. Andrew Vining, Superintendent, 501-745-6000.

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Reviewer Comments:

Goal 4: How will the district conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation?

1. The district will survey parents annually, including questions to identify barriers to parental involvement. This survey will be conducted in April of each year and will be distributed to all parents in the district in a form that is easy to read and fill out. Glenda Stagg, District Parent Involvement Coordinator-501-745-6000.

2. The district will provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected by disseminating results at parent meetings and letting the parents use the results to design strategies for more effective parent involvement.

3. The district will develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. The parent facilitator at each school will keep the documentation from their school and use it for data and evaluation purposes. School Parent Facilitators

4. The district parent involvement committee will use the findings from the evaluation process to:
   1. Make recommendations to each participating school for parental involvement policy revision.
   2. Provide suggestions for designing school improvement policies, as they relate to parental involvement.

5. The district will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. This report will be distributed at the annual public meeting.


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Reviewer Comments:
Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?
The district will recruit parents to serve on the ACSIP committee to help develop the annual Title 1 application. These parents will represent a broad spectrum of the local and school community. These parents will also be asked to serve and assist parent advisory committees at each school level. Partnerships between the school and community will be encouraged and community members will be sought for these committees. Established partnerships, such as Ozark Mountain Health Network (Brian Henderson, Contact Person 501-745-7000) and Van Buren County School Based Mental Health (Deb Swink, Contact Person 501-745-6000 ex 5805) will be used. Parents will be involved through an annual survey given in April to improve district effectiveness. Glenda Stagg, District ACSIP Chair- 501-745-6000. ex 5806

Reviewer Response:

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Reviewer Comments:

Your 2016-2017 district Parental Involvement Plan has been successfully updated. All of the required components are included in your plan. No revisions are needed. It can be posted to your website. A copy of the review will be e-mailed to Ms. Glenda Stagg. Please retain a copy of that review along with a copy of your 2016-2017 Parental Involvement Plan in your parental involvement documentation files. Thank you for the effort that is evident in the completion of this plan. Best regards, Dr. Mallette