

AR
Huntsville School District
P.O. Drawer F
Huntsville AR 72740
479-738-2011

District Parent and Family Engagement Plan

**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
2016-2017

Superintendent
Clint Jones

District Coordinator: Name & Email Address
Natosha West nwest@1hsd.org

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

Enter committee members

First Name
Natosha

Last Name
West

Position
District Parent Involvement Coordinator

Enter committee members

First Name
Shea

Last Name
Burris

Position
Watson Primary Parent Coordinator

Enter committee members

First Name
Lori

Last Name
Hawkins

Position
Huntsville Intermediate Parent Coordinator

Enter committee members

First Name

Trisha

Last Name

Bolinger

Position

Huntsville Middle Parent Coordinator

Enter committee members

First Name

Vicky

Last Name

Dotson

Position

Huntsville High Parent Coordinator

Enter committee members

First Name

Kenena

Last Name

Pelfrey

Position

Huntsville Intermediate School Principal

Enter committee members

First Name

Audra

Last Name

Kimball

Position

St. Paul Principal

Enter committee members

First Name

Kami

Last Name

Shrum

Position

Parent/Board Member

Enter committee members

First Name

Amanda

Last Name

Williams

Position
Parent

Enter committee members

First Name
Roxanne

Last Name
Enix

Position
Huntsville High School Principal

Enter committee members

First Name
Shannon

Last Name
Hahn

Position
Parent/Media Representative

Enter committee members

First Name
Tina

Last Name
Richardson

Position
Parent

Enter committee members

First Name
Rebecca

Last Name
Burton

Position
Parent

Enter committee members

First Name
Cole

Last Name
Burton

Position
HHS Student

Enter committee members

First Name
James

Last Name
Cotton

Position
Parent

Enter committee members

First Name
Krystal

Last Name
Cotton

Position
Parent

Enter committee members

First Name
Stephanie

Last Name
Edens

Position
Parent/PTSO

Enter committee members

First Name
Lynne

Last Name
Wasson

Position
Parent Involvement Coordinator St. Paul Elementary

Enter committee members

First Name
Holly

Last Name
Walker

Position
Parent

Enter committee members

First Name
Meredith

Last Name
Miller

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

1. HSD will involve our parents in the creation/revision process of our parent involvement policies. The completed district and school policies are posted on our district website. Flyers are posted throughout the county giving the community information on how to access our policies.
2. The district parent involvement coordinator, Natasha West, will conduct an annual meeting in the spring to update policy for next year's Title I, Part A program.
3. HSD will reserve a minimum of 1% of the Title I, Part A allocation for parental involvement, with 95% going to Title I, Part A schools.
4. HSD will continue to coordinate parental involvement activities with those of other programs such as Head Start, HIPPY, and other state operated preschool programs. Preschool students and parents are invited to participate in transition activities in conjunction with the preschools on our campuses.
5. Title I part A schools within the district include:
 1. Watson Primary: Shea Burris-479-738-2425
 2. Huntsville Intermediate: Lori Hawkins-479-738-6228
 3. Huntsville Middle: Trisha Bolinger-479-738-6520
 4. Huntsville High: Vicky Dotson-479-738-2500
 5. St. Paul Elementary: Lynne Wasson-479-677-2411
 6. St. Paul High School: Susan McDonald-479-677-2411
 7. District: Natasha West-479-738-2011
6. Each spring the district parent involvement committee will review the district parent involvement policy to make revisions as deemed necessary by the parent involvement committee.
7. A district parental involvement committee is in place to create/revise the district policy on a yearly basis in the spring. This committee looks at the current policy and discusses changes needed for the upcoming school year. The revised policy is disseminated to parents and shared with the community during parent/teacher conferences, at parent involvement activities, parent meetings, and is posted on the district website. In addition flyers are distributed throughout the county to advise community members of the location of the policy on the website.
8. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the District Parental Involvement Coordinator and the School Parent Facilitators will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section IIII of the ESEA in an understandable and uniform format, including alternative formats upon request in a language parents can understand.
9. HSD Parental Involvement Coordinator will take the following actions to involve parents in the process of school review and improvement under section IIII6 of the ESEA:
 1. Disseminate information through the school website
 2. Allow time for public forum during parent activities at the building level
 3. Update and inform parents during monthly district board meetings

Reviewer Response:

In Compliance

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 engagement?

1. The District Parental Involvement Coordinator will conduct ongoing site visits to observe parental involvement practices. He/She will also work in conjunction with School Parent Facilitators to plan and implement parent activities as well as participate in parent meetings.
2. School Parent Facilitators will hold parent meetings/activities throughout the school year to provide information to families on how to help their child(ren) meet their potential academically.
3. Each School Parent Facilitator will provide parent involvement training for their building to enhance the awareness and skills of teachers, pupil service personnel, principals, and staff. They will also be a resource throughout the school year for materials to facilitate parent-teacher relationships.
4. School Parent Facilitators will ensure that all materials are sent home in a language that parents can understand when possible. All notes/information sent home is translated, and staff is available through the school to speak one-on-one with parents in their native language, when possible.
5. Adult literacy training is available through our local continuing education cooperative. Flyers are passed out at open house, and are posted throughout the community.
6. Copies of the parent involvement policy are available at each school, included in the welcome back to school packet, and are posted on the district website.
7. The District Parental Involvement Coordinator will monitor each Title I, Part A school too ensure that they perform the following tasks:

1. develop a parent involvement policy
2. offer flexible meeting times
3. provide information to parents about the school's program including a parent information guide
4. develop and use the School-Parent Compact
5. provide training for parents in working with their child to improve academic achievement, to include training on the Home Access Center system in order to have real-time access to their child's attendance and achievement. Parents are provided with various opportunities throughout the school year to learn about standards, formative assessments, data interpretation, and student achievement through parent teacher conferences, newsletters and notes home, parent nights, and resources through our website.
8. HSD will offer workshops for parents to help reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use.
9. HSD parents and community members are encouraged to visit/volunteer at school by assisting staff in developing volunteer opportunities. Parent Facilitators train staff to encourage and build volunteer efforts.
10. Parent participation is encouraged through innovative scheduling of activities at various times during the day to maximize the opportunities for parents to participate in school-related activities.
11. Parent involvement activities are coordinated and integrated with our state run preschool partners, HIPPIY, and Head start.
12. HSD schools will convene annual school meetings to inform parents of their school's participation in the development of the parental involvement policy and their right to be involved.

Reviewer Response:

In Compliance

Reviewer Comments:

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

1. HSD parent involvement coordinator, Natosha West, 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. Parents are provided with assessment data and analysis guides, copies of state standards in parent friendly language, and school performance information.
2. Parent engagement groups are encouraged at each school, and materials and supplies are provided for their facilitation by building level parent involvement coordinators.
3. HSD encourages the formation of partnerships between schools and local businesses that include roles for parents.
4. HSD schools 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 through the parent resource centers housed on each campus.
5. Parents are surveyed through a form created by the parent involvement coordinators each year during spring parent-teacher conferences to assess their feelings about school effectiveness and offer suggestions for the future. These community surveys are compiled by the district parent involvement coordinator, Natosha West, and presented to the school board in the fall.
6. School Parent Facilitators will enter purchase orders through the APSCN system to be approved by the District Parental Involvement Coordinator.
7. The District Parental Involvement Coordinator, Natosha West, will provide any reasonable support for parental involvement at the request of the participating Title I, Part A schools. Parent facilitator meetings will be held twice a year to provide another opportunity for assistance. School Parent Facilitators are encouraged to contact the District Parental Involvement Coordinator any time assistance is needed.

Reviewer Response:

In Compliance

Reviewer Comments:

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

1. Parents are surveyed annually by the building parent involvement coordinators through spring parent-teacher conferences, including questions to identify barriers to parental involvement. Parents are also encouraged to voice concerns about barriers through parent meetings, and parent involvement committee meetings.
2. Survey data is compiled by the District Parental Involvement Coordinator. This information is made available through board meetings and through each individual school.
3. All agendas, sign ins, minutes, schedules, and flyers are sent to the District Parental Involvement Coordinator to be filed yearly as evidence of parent activities.
4. The findings from parent surveys are used by the district parent involvement coordinator, Natosha West, to make recommendations to each participating school for parent involvement and ACSIP policy revision. This data is

reviewed in the fall of each year as schools meet with parents to revise their parental involvement and ACSIP policies.

5. The annual parent activity evaluation report is shared by the district parent involvement coordinator, Natosha West, with parents, staff, and the community through board meetings, and school parent meetings. These reports are also available throughout the year at each campus and the district office.

Reviewer Response:

In Compliance

Reviewer Comments:

Goal 5: How will the district involve parents in the joint development of the district Title I Application under section 1112 (ACSIP)?

1. Parents are recruited to serve on the district ACSIP committee by the district parent involvement coordinator, Natosha West, to develop the Title I application. Parents are informed of how Title I funds were spent the previous year, and asked for input on how Title I funds should be spent in the upcoming school year. These meetings are held at the school and district levels, and are advertised for any and all parents. There is also a Title I parent meeting held in the fall during the development of the ACSIP to get additional input on Title I budgets.
2. Parents will be recruited for a district Parent Advisory Committee.
3. HSD encourages the formation of partnerships between the district and local businesses that includes roles for parents.
4. Parents are surveyed annually on the effectiveness of our schools and asked for suggestions on ways to improve our district.

Reviewer Response:

Attention: Changes needed!

Reviewer Comments:

Your 2016-2017 district Parental Involvement Plan has been successfully update. 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. Natosha West. 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 your promptness and the effort that is evident in the completion of this plan. Best regards, Dr. Mallette