

AR  
BERRYVILLE SCHOOL DISTRICT  
902 WEST TRIMBLE  
BERRYVILLE AR 72616  
870-480-4669

**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**

Owen Powell

**School Improvement Status**

Needs Improvement

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

Dr. Paul

**Last Name**

Hines

**Position**

Federal Programs Director &amp; Director of Plant Services

**Enter committee members****First Name**

Shannon

**Last Name**

Hill

**Position**

Parent

**Enter committee members****First Name**

Ashley

**Last Name**

Wood

**Position**

Parent

**Enter committee members****First Name**

Lisa

**Last Name**

Thompson

**Position**

High School Counselor

**Enter committee members****First Name**

Christy

**Last Name**

Graham

**Position**

School Improvement Specialist

**Enter committee members**

**First Name**

Lisa

**Last Name**

Geren

**Position**

Intermediate Principal

**Enter committee members**

**First Name**

Mindy

**Last Name**

Hicks

**Position**

School and Community Relations Coordinator

**Enter committee members**

**First Name**

Owen

**Last Name**

Powell

**Position**

Superintendent

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

The district will hold Parent Conferences twice per calendar year and support all schools in meeting needs of parent/student academic achievement. This includes and is not limited to support of the following:

- CAP Conferences
- Social Media such as Twitter, Instagram, and Facebook
- Parent Involvement Policy. Development and disseminate the district parent involvement plan.
- Conduct an annual meeting to update the policy for the 2016-17 school year Title I, Part A Program.
- Appoint a Parent Involvement Facilitator for each campus: Kandra Ness, Elementary Counselor; Jan Jackson, Intermediate Counselor; Eryn Killingsworth, Middle School Counselor; Lisa Thompson, High School Counselor
- Conduct an annual review of the effectiveness of the plan.
- Ensure that parents of children with disabilities and limited English proficiency have the same access as other parents including document translations that they can understand.
- Reserve annually a minimum of 1% of the Title I, Part A allocation for parental involvement.

Contact: Dr. Paul Hines, Federal Programs Director

**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 involvement?**

- The building administrators will conduct ongoing visits to observe parental involvement practices. Contacts: Kelly Swofford, Elementary Principal; Lisa Geren, Intermediate Principal; John McClellan, Middle School Principal; David Gilmore, High School Principal.
- Provide materials for parents to support student academic achievement. Contact: Dr. Paul Hines, Federal Programs Director
- Ensure that information will be sent home in a language and form parents can understand. Contact: Mary Ann Pharis
- Encourage parents to participate in volunteer opportunities. Contacts: Kelly Swofford, Elementary Principal; Lisa

- Geren, Middle School Principal; John McClellan, Middle School Principal; David Gilmore, High School Principal.
- Conduct annual parental involvement meetings with parent participation in the development of the parent involvement plan. Contacts: PI Coordinators: Kandra Ness, Jan Jackson, Eryn Killingsworth, and Lisa Thompson.
- Parent Involvement Professional Development will be provided to teachers and staff on an annual basis. This is scheduled during School Expectations/Campus Meetings in the week of district-wide professional development before the beginning of the academic year. Every four years, as required by ADE, a 2 hour approved PD course on Parental Involvement must be offered to all certified staff members as part of their licensure requirement. Building Principals will be responsible for this task: Elementary – Kelly Swofford, Intermediate – Lisa Geren, Middle School – John McClellan, High School – David Gilmore.

Monitor each Title I, Part A school to ensure that each school performs the following tasks:

- Develop parental involvement policy.
- Offer flexible meeting times.
- Provide information to parents about the school's program, include parent information guide.
- Develop and use the School-Parent Compact.
- Coordinate parental involvement activities with those activities of other programs such as The Carroll County Learning Center, Home Instruction Program for Preschool Youngsters, state-run preschool programs and private area preschools.
- Provide information to parents about the school's program, include parent information guide.
- 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.
- 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.

Dr. Paul Hines, Federal Programs Director, will monitor the parental involvement activities to be in compliance with Title I Part A for all schools.

---

#### Reviewer Response:

☒ Attention: Changes needed!

---

#### Reviewer Comments:

Please reference the **Yellow** Hint Icon under Goal 2. Add #3 to your plan. Provide the name of the responsible person.

---

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

- Provide parents with information on local, state and national goals for student achievement. Contacts: Kelly Swofford, Elementary Principal; Lisa Geren, Intermediate Principal; David Gilmore, Middle School Principal; Owen Powell, High School Principal
- Encourage the formation of partnerships between schools and area businesses. Contacts: Kelly Swofford, Elementary Principal; Lisa Geren, Intermediate Principal; John McClellan, Middle School Principal; David Gilmore, High School Principal; Mindy Hicks, School and Community Relations Coordinator
- Approve reasonable materials for parent involvement activities. Contact: Dr. Paul Hines, Federal Programs Director
- Involve parents in surveys to monitor school effectiveness. Contact: Parent Involvement Coordinators
- Continue to utilize social media and local media outlets to keep parents informed. Contact: Mindy Hicks, School and Community Relations Coordinator
- The parent involvement coordinators from each campus will develop parent engagement groups within their respective schools. Parent Involvement Coordinators are identified as the School Counselors: Elementary – Kandra Davis, Intermediate – Jan Jackson, Middle School – Eryn Killingsworth, High School – Lisa Thompson.

---

#### Reviewer Response:

☒ Attention: Changes needed!

---

#### Reviewer Comments:

Please reference the **Yellow** Hint Icon under Goal 3. Add #2 to your plan. Provide the name of the responsible person.

---

#### 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?

- Bi-annual parent involvement meetings. Contact: Dr. Paul Hines, Federal Programs Director
- Involve school members and patrons in the development of the ACSIP to ensure the achievement of students. Contact: Kelly Swofford, Elementary Principal; Lisa Geren, Intermediate Principal; John McClellan, Middle School Principal; David Gilmore, High School Principal
- Survey parents annually, including questions to identify barriers to parental involvement. Annual surveys are conducted to improve parent communication and needs of students.
- Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. This will be accomplished through planned meetings with parents.

- 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.
- Use the findings from the evaluation tool 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. This will be done annually and oversight will be done by building principals.
- Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. This will be conducted annually with the collaboration of school administration, counselors, teachers and parents.

---

**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)?**

- Disseminate information about school compact to all parents. Contact: Dr. Paul Hines, Federal Programs Director
- Annually, building committees will evaluate the effectiveness of the Title I plan.
- Parents will be recruited each year to serve on the district ACSIP committee to develop the Title I Application. A minimum of 2 parents will be selected to serve on the committee. Mindy Hicks will be the person responsible to oversee that the committee members are current parents in the Berryville School District.

---

**Reviewer Response:**

☒ Attention: Changes needed!

---

**Reviewer Comments:**

Please reference the **Yellow** Hint Icon under Goal 5. Add #1 to your plan. Provide the name of the responsible person. Your 2016-2017 Parental Involvement has been reviewed. There are three actions that are needed. Please reference the comments located under Goals 2, 3 and 5 above and provides the requested information. After those actions are added to your plan, it can be posted to your website. A copy of the review will be e-mailed to Dr. Paul Hines. 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