

**Bismarck School District  
Parental Involvement Plan  
2016-2017**



The Mission of Bismarck Public Schools is to provide learning experiences to enable the student to become a technologically competent, productive, caring, and contributing citizen. We believe an effective school should promote a strong positive relationship among the school, the home, and the community. Bismarck School District works together with the community and parents to provide a safe, nurturing environment to allow students to grow and reach their highest educational potential that will promote life-long learning.

The Bismarck School District strives to engage students and parents in an educational comprehensive parental involvement plan that benefits students and families both at home and school. A common vision of family engagement will increase the level of participation and involvement of the home and community components. Parent participation and involvement is important to student achievement academically and emotionally and leads to success in all areas of learning. Partnering with parents to support student success is actively supported. Bismarck School District realizes that it is essential to engage all parents in our effort to improve student achievement.

Superintendent: Susan Stewart

School Improvement Status: Literacy & Math - Needs Improvement Math

Christy Gentry – Parent

Michael Spraggins – Middle School Principal

Lana Hughes – Elementary Principal

Ellen Coleman - Curriculum Coordinator

Megan Allen – Parent

Megan Michon – Parent Involvement Coordinator Elementary

Kathy Pasley – Parent Involvement Coordinator Middle School

Jane Wilson – High School Counselor

Kim Weeks – Parent

Cindy Bubulka – Parent Involvement Coordinator – High School

Leah Wright – Teacher

Phyllis Mayo – Elementary Counselor

Denise Rogers – Middle Counselor

Larry Newsom – High School Principal

Ronnie Stephenson – Parent

Angela Lay - Parent

Joey Gentry - Parent

## **Bismarck School District will foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement**

- Bismarck School District will work with community and parents to develop a district involvement plan. This plan will be placed on the district website and made available at school locations and parent centers. ADE submission will be October 1.
- Parents will be invited to participate in Parental Involvement committees in the spring of each year to review district and school plans. Committees will discuss and update the Title I, Part A and ACSIP Parental Involvement Priority through these committee meetings. The topics of discussion will include explanation of purpose of each title funding program; amounts received for each program and how they are allocated, parent involvement requirements and activities held. Parents and stakeholders will review and assist with planning and improving the Title I program for the upcoming year. Documents provided will include parental involvement activities list, funding allocations, and the Title I current year plan. All stakeholders will be invited to provide input into the planning and development of the Title I plan for the upcoming schoolyear. Parent Involvement Facilitator: Lana Hughes.
- Bismarck School will coordinate and receive input from its Preschool Program that is housed at the Elementary School but is operated through Dawson Cooperative. We will also coordinate and acquire input from our ABC Program which is operated in the Bismarck area. This will better inform our District of the needs as these students enter public school.
- The District has three schools and each have been assigned a parent involvement contact person. The contacts are: Elementary – Megan Michon, Middle - Kathy Pasley, and High School – Cindy Bubulka. These contacts serve as parent involvement facilitators to coordinate with other school programs, faculty, and parents in the effort to encourage parental involvement.
- Parental Involvement plans will be evaluated annually in the effort to identify improvement needs. The District Parental Involvement Committee will meet in the fall to review the plans effectiveness.
- In an effort to improve the quality of schools and identify barriers of optimum parent participation the District will work with parents to conduct an annual review of the effectiveness of the parental involvement policy. This committee will meet and discuss way to enhance parental involvement in the District and schools. A Report to the Public will be held annually providing information on data and assessment, Title I, Part A, academic programs, and curriculum.
- Develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A school.
- The District will take the following actions to involve involving parents in the process of review and improvement: Annual Report to the Public and Parental Involvement Survey.

## **The District will provide coordination, technical assistance to assist schools in planning and implementing effective parental involvement**

- The District Leadership Team will conduct visits throughout the year to building sites to observe parental involvement activities and practices. This will be in the form of math nights, Literacy nights, parent evenings, parent activities during school hours, open house, parent/teacher conferences, and parent contact documentation through phone, e-mails, or texts. Each school site parental involvement designee will keep record of parental involvement practices throughout the year and make this available to the Leadership Team. Parent evenings and parent meetings lend themselves to topics that will enhance parent's awareness of ways to assist their children's academic achievement.
- As much as possible, the District will provide school forms in a language parents can understand. Parental Involvement building level coordinators will be the responsible contact.
- Professional development on effective parental involvement strategies will be available and provided to staff. It is the District's goal to create awareness for all staff members in effective ways to communicate with and work with parents and families. Administrators will receive three hours of parental involvement training and teachers will receive at least two hours of parental

involvement training according to the State Departments regulations. Parents have access to our website that displays various ways they can assist their child's educational needs, information about each building site and the district, policies, events, available programs, academic plans, curriculum, contact information of staff, parent center information, and handbooks. The building level Parental Involvement coordinator will be responsible for this process.

- Title I schools will partner with parents to develop and use a school-parent compact that states the responsibility is shared by the school staff, student, and parents in the effort to provide academic achievement for the student. The relationship between parents and school will assist in building a positive direction so students will be able to meet the high standards required by the state. The compact states the responsibilities of each party. This compact will be included in not only our student handbooks but also sent home to each parent at the beginning of the year. The building level principal will be responsible for this process.
- The District will work with and monitor each school to make sure that a parental involvement plan has been developed with input from parents.
- Parents will have available to them flexible meeting times when needed to ensure them the opportunity to gain information and be involved in their child's learning. The building level principal will monitor this and make sure parents are served.
- Each child/family will receive a personal handbook at the beginning of each year to keep at home for parent and student reference throughout the year. Handbooks are also posted on our website. Handbooks include policy information and rules and regulations in regards to school communication. Throughout the year Parents Nights will be held in order to inform and update parents of what students are working on in their classrooms and what academic achievements are to be made. Materials will be sent to parent periodically with current information for them in order to assist them in helping their child. The building level Parent Involvement Coordinator will monitor these plans.

### **Building the school's capacity for parental involvement**

- The District will provide support for parental involvement at the request of participating Title I, Part A schools through assisting with resources, providing research and information, and being available for support. Lana Hughes along with the building level principal will be responsible for making sure parents receive this information.
- The District will distribute an annual survey to parents. This survey will provide questions that will assist in showing the effectiveness of the parental involvement process and goals and allow for feedback that will improve school effectiveness. Lana Hughes along with building level parent facilitators will review the survey, send to parents and collect the responses.
- An annual meeting will be provided at each Title I school to inform parents of Title I participation. Information provided will include the requirements of the program, parent's right to be involved in planning, reviewing, and improving the Title I program at the school, curriculum overview, assessment procedures, and the school's achievement level. The national, state, and local education goals will be provided including parents' rights as defined in Title I, Part A. This process will be the responsibility of the building level principal will conduct the meeting and Lana Hughes will be in attendance.
- The District has three schools and each have been assigned a parent involvement contact person. The contacts are: Elementary – Megan Michon, Middle - Kathy Pasley, and High School – Cindy Bubulka. These contacts serve as parent involvement facilitators to coordinate with other school programs, faculty, and parents in the effort to encourage parental involvement. The District will assist in the development of parent engagement groups at each school by providing research, support, and information as needed.

### **Conducting Evaluation**

- Parents will be surveyed annually. The goal of these surveys will be to improve parental involvement in the schools and identify barriers that hinder parental involvement. Building level counselors will be asked to serve on this committee in order to gain perspective and tackle barriers that are unique to each building as well as the District. Surveys will be used to plan for

improvement and to meet the needs of the school's individual parents. Building level parent involvement coordinators and the District parent involvement person will meet and gain feedback from the staff and parents with developing new and current questions for the survey. The old survey will be discussed and feedback will be used to refresh with more current questions.

- Parents will be involved in the evaluation system of development and the data analysis. Parents will be involved in the planning process as result of the survey and evaluation. Building Level Parental Involvement coordinators will make certain parents are invited and create a process that will serve our purpose with fidelity.
- Information will be gathered and analyzed from the evaluation. Results will be used to make recommendations to schools for improving their parental involvement plans and making policy revisions. The District Leadership Team will review the findings and make recommendations to each school.
- Develop and disseminate an annual parent activity evaluation report to share with parents, staff, and the community. Building Level Parent Involvement Coordinators will develop this report and will share this with the building level principal and the District Leadership Team. The Building Coordinator will disseminate this report after acquiring the building level principal's approval.

### **Involving Parents**

- The Leadership Team will recruit parents to serve on the district ACSIP committee for the District to develop the Title I Application. Each school will recruit parents to serve on school ACSIP
- The District will encourage the formation of partnerships between the district and local businesses that includes roles for parents. These organizations include the Lion's Club and Helping Hands.

Title I Coordinator: Lana Hughes 501-865-3616 [lane.hughes@bsd-lions.net](mailto:lane.hughes@bsd-lions.net)