

# SYLVAN HILLS HIGH SCHOOL

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Building champions on the field, in the classroom, and in life.

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**PARENT SURVEY:**  
[CLICK HERE](#) for the yearly  
parent survey.

## MISSION STATEMENT:

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Sylvan Hills High School provides all students opportunities for equitable learning with real-world application, establishes and maintains an environment conducive to learning, and creates life-long learners.

Parent Involvement Committee Members to meet once each semester for one hour:

Ciara Cole, Parent Involvement Coordinator  
Tracy Allen, Principal  
Charlotte Wallace, Assistant Principal  
Janis Christian, teacher  
Tamara Allen, parent  
Dominika Thomas, parent  
Temeca Wiggins, parent

# # 1 COMMUNICATION

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Sylvan Hills High School will use various communication strategies to provide information to parents and to increase parental involvement in supporting classroom instruction.

- School's Website ([shhs.pcssd.org](http://shhs.pcssd.org)) provides school news, the daily announcements, volunteer opportunities, and a counselor's corner providing scholarship information, upcoming seminars, NCAA Clearinghouse guidelines, Dress Code, Yearbook Order Information, SHHS Procedure Manual, etc.
- Home Access Center (HAC) gives parents the ability to access their student's grades using a provided username and password (Beth Lamar, HAC Facilitator).
- Schoology - utilized by all classroom teachers for students and parents to access assignments, grades, and teacher contact information.
- Interim reports and report cards are provided to parents every nine weeks grading period with information regarding their student's academic progress (Carolyn Lipsmeyer, Lessie Kirchner, Shandre West - counselors).
- Alert-Now (a phone call) system is utilized to inform parents of upcoming events.
- School Status - online email, phone, and text system to broadcast or communicate with parents
- BEARmedia Bulletin, an E-Newsletter sent out weekly by parent facilitator (Ciara Cole)
- Sylvan Hills High School Facebook page
- Sylvan Hills High School Twitter account

## #2 PARENT MEETINGS

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Sylvan Hills High School will hold parent conferences twice during the school year to meet with parents regarding students' academic progress. Activities during the school year will be held to increase parental involvement and to build staff/ parent relations. Possibilities include:

- Donuts with Dad
- Muffins with Mom
- AVID Parent Day/ Celebration
- Awards Assemblies
- Financial Aid/FAFSA night with the Counselors
- See the Building & Get your Schedule, Main-Campus Orientation for new students
- Elective Rush Night with pre-AP/AP offerings and concurrent credit offerings

## #3 VOLUNTEER INFORMATION

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Sylvan Hills High School has a parent information packet that includes information about volunteer opportunities. A survey has been given to the parents regarding volunteering at the school and posted on the school's website. Data collected will be used to provide a list of volunteer opportunities which will be encouraged through the email list serve and periodic school wide phone call outs (Ciara Cole, Parent Involvement Coordinator). Volunteer opportunities already in existence include:

- Bears Foundation
- Athletic Boosters
- Band Boosters
- POPS (Parents of Publication Staff)
- Sylvan Hills Alumni Association
- Equity Monitoring Team
- Career & Technical Ed (CATE) Advisory group
- School Wide Improvement Plan Committee
- Parental Involvement Committee
- PBIS Committee

## #4 PROFESSIONAL DEVELOPMENT/ TRAINING

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SHHS will provide two seminars that provide parents with information on how to become involved in school decision making and how a parent can assist in their child's education.

The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two hours of professional development designed to enhance the understanding of effective parental involvement strategies for teachers and administrators in accordance with the required DESE schedule.

## #5 COLLABORATION ON PARENTAL INVOLVEMENT PLAN

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Sylvan Hills High School will provide opportunities for parents to be involved in the development, implementation, and evaluation of the school-wide school improvement plan. To take advantage of community resources, the school will recruit alumni from the school to serve on the alumni advisory commission to provide advice and guidance for the school. The school will also work with City Serve and local churches to create a partnership that serves the needs of our students and teachers in emergency situations. (Ciara Cole, Parent Involvement Coordinator).

## #6 PARENT CENTER

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Sylvan Hills High School will provide resources for parents by maintaining a Parent Center in the counselor's suite. The resource center is open at hours convenient to parents and in a location easily accessible to parents. (Beth Lamar, Counselor's Administrative Assistant).

## #7 PARENT INPUT & EVALUATION

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Sylvan Hills High School will provide suggestion sheets in the Parent Center for parental input. An End-of-Year survey will be distributed to parents to evaluate the parent communication, the programs offered for parents, and the efforts of the Parental Involvement Committee.

## #8 PARENT INVOLVEMENT INFORMATION PACKET

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SHHS will distribute informational booklets each year. These booklets include a copy of the school's parental involvement plan, a survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestions for ways parents can become involved in their children's education, parental involvement activities planned for the current school year, information about the systems that will be used to allow parents and teachers to communicate, and an "At A Glance" PCSSD calendar as a PDF. (Carolyn Lipsmeyer, Senior Counselor; Tracy Allen, Principal).

## #9 RESOLUTION PROCESS

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Pulaski County School District's handbook does include the process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.

## #10 PARENT INVOLVEMENT COORDINATOR

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SHHS Principal will appoint a Parent Involvement Coordinator (Tracy Allen, Principal). Ciara Cole is the 2023-2024 Parent Involvement Coordinator. Her email address is ccole7788@pcssd.org, and she can be reached by phone at (501) 234-6625.

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## PARENT INFORMATION PACKET

## PARENT SURVEY:

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## MISSION STATEMENT:

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Sylvan Hills High School provides all students opportunities for equitable learning with real-world application, establishes and maintains an environment conducive to learning, and creates life-long learners.

Sylvan Hills High School is committed to the goal of developing strong, productive relationships between parents, students, and staff members to provide a quality academic experience for every child. Parental involvement means the participation of parents in regular, two-way and meaningful communication involving student learning as well as school activities. Students who are supported by their parents demonstrate higher levels of academic progress and social engagement in an academic setting.

# SYLVAN HILLS HIGH SCHOOL ENCOURAGES PARENTS TO:

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**Activate a Home Access Code (HAC)** which provides a link between home and school. Through HAC parents may view their child's interim and report card grades, attendance, and discipline record. Mrs. Beth Lamar, the guidance secretary, can help parents get set up with HAC access. Her number is 501-234-6558. Her email is [LLamar@pcssd.org](mailto:LLamar@pcssd.org).

**Check Schoology weekly with your students** – [pcssd.schoology.com](http://pcssd.schoology.com) contains information about all of your child's classes, teachers, assignments, and grades. You can also use it to contact any teachers or administrators for assistance.

**Read the SHHS Procedures Manual with your student** – The school's Procedures Manual is available electronically at [shhs.pcssd.org](http://shhs.pcssd.org). Procedures Manual information is addressed in each classroom and in grade level meetings the first week of school. This includes the school's rules on tardies, discipline, dress code, etc.

**Use the school's website to stay informed** – The website at [shhs.pcssd.org](http://shhs.pcssd.org) contains news, a school calendar of events, scholarship information, ACT dates, registration information and a quick access to HAC.

**Use social media to stay informed** – Sylvan Hills High School has a Facebook page and a Twitter account. Additionally, several clubs, organizations, and sports teams have social media accounts to keep parents informed.

**Complete a parent volunteer survey** – This survey, which is available at [shhs.pcssd.org](http://shhs.pcssd.org) as well as in the Parent Center of SHHS, will make the parent involvement coordinator knowledgeable of parental interest areas in volunteerism as well as provide suggestions for improvement of programs, workshops, etc.

**Attend as many parent meetings as possible** – Sylvan Hills High School holds numerous parent meetings, conferences, and activities throughout the year.

- Parent Involvement Planning Meeting – TBD
- Parent Conference Days – September 25th, February 5th

**Attend school events** – These are posted in advance on the school's calendar which is available on the website at [shhs.pcssd.org](http://shhs.pcssd.org). and updated regularly.

- "Get-to-Know FCCLA"
- Homecoming Pep Rally and Presentation of Royalty
- BEARTrippers Travel parents night
- Choir concerts
- Band Concerts
- Fall Play
- Spring Musical
- Sporting Events
- Awards Ceremony

**Use the parent center** – This special area of the counselor's suite is for the use of parents, grandparents, and other caregivers. The center is open from 8:30-3:30. It contains reference materials as well as computer access for checking HAC or doing online research. Additionally, financial aid information and college planning materials are available in all English classrooms.

# RECOMMENDED ROLES:

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- **Parent**

- Keep clear and open lines of communication with the school
- Volunteer at school
- Become a leader in parent organizations, programs, and events
- Encourage your student to have a positive attitude about education
- Help your student makes connections between curriculum and possible careers
- Research information on community services and/or programs to benefit your child or family

- **Student**

- Be prepared to learn
- Maintain a positive attitude toward learning
- Connect your classwork to your future
- Stay aware of your current grades
- Communicate openly with your parents and your teachers

- **Teacher**

- Keep clear and open lines of communication with the parents and students
- Share resources to help parents help their students be successful
- Foster student interest in curriculum content and careers
- Maintain a positive learning environment
- Remain open to community involvement in the classroom

- **School**

- Provide platforms for student, teacher, parent communication
- Encourage parent volunteers through training and by making opportunities known
- Maintain a positive welcoming environment for parents and the community



## **Parent Involvement Survey**

Sylvan Hills High School works to continually strengthen partnerships between schools and families. In order to continue to do so, we would like to collect as much information as possible regarding parental involvement opportunities within our schools.

Please take a few minutes to complete our Parental Involvement Survey so that we can determine how well the district and our schools have met your family's and children's needs. Your responses will remain confidential. The results of the survey will be summarized and used to make improvements to our parental involvement program.

**[Click here to take the survey.](#)**