



Sylvan Hills Middle School  
10001 Johnson Drive  
Sherwood, AR 72120  
Phone: 501.833.1120

## PARENT INVOLVEMENT PLAN

2019-2020

**Sylvan Hills Middle School Mission:** In partnership with parents, Sylvan Hills Middle School will promote a learning community which will help students reach their academic potential and become productive members of society.

In an effort to accomplish the mission of **Sylvan Hills Middle School**, the school is committed to involving teachers, parents/guardians, community members, and students.

Sylvan Hills Middle School has programs, activities, and procedures to encourage involvement of parents/guardians in the school with programs consistent with ACT 319 (ADE Rules Governing Parental Involvement Plans July 2014). These programs, activities, and procedures will be planned and operated with meaningful consultation with parents/guardians of participating students.

### VOLUNTEER PLAN

**Sylvan Hills Middle School** encourages volunteers (parents/guardians and community businesses/members) to visit the school. A survey is presented to the parents/guardians to enlist the help of parents/guardians in providing assistance to our teachers and staff in the following areas: PTSA, chaperone field trips and school dances, teacher luncheons, Watchdog Dads, Red Ribbon Week, Homeroom Parents, guest speakers and more. The survey also ask for opinions and suggestions regarding various school related matters. PTSA meetings are held monthly.

### PLANNED ACTIVITIES/MEETINGS

Each school year the Sylvan Hills Middle School Leadership Team will schedule the following activities in compliance with Act 319:

- **Sylvan Hills Middle School** will host at least two after school events. The beginning of the school year's Open House allows the parents/guardians to become more familiar with their student's teachers and their learning environment and gives them an opportunity to sign up as a volunteer. During the fall, an ACT Aspire night is scheduled which ensures parent/guardian awareness of test scores and familiarity with the Academic Improvement Plans. During the spring, an evening event will give the families of students the opportunity to participate in activities put on by the various school departments. An Academic Awards Assembly will be held at the end of each nine week grading period for each grade level.
- **Sylvan Hills Middle School** teachers and administrators recruit parents/guardians to serve on various committees such as PTSA, Equity, Yearbook, Band Boosters, Choir Boosters, Clothes Closet/Food Pantry, and community service projects.
- **Sylvan Hills Middle School** counselors, teachers, and administrators work cooperatively with Clinton, Sherwood, Cato Oakbrooke, and Sylvan Hills Elementary schools to provide a smooth transition from elementary school to middle school. All new students and parents/guardians are invited to attend a New Student Orientation night the week before school starts to pick up

schedules, walk through the building, practice opening lockers, and meet the 6<sup>th</sup> grade teachers in an effort to assist students in the transition.

### **PARENT INFORMATION CENTER**

In compliance with Act 319, **Sylvan Hills Middle School** has a Parent Center located close to the front entrance. Items may be checked out by the parents/guardians to use at home. These items include books, brochures on responsible parenting, pamphlets on assisting academic achievement, recognizing and addressing bullying, etc. Computer access is also provided.

### **PARENT COMMUNICATIONS**

At the beginning of each school year, the parents/guardians are provided with the Pulaski County Special School District website and instructions on accessing the district handbook which outlines policies and rules. A signature page is required to be returned with parent/guardian and student signatures. Agendas are used as a means of communication between teacher and parent/guardian. E-school (HAC) provides parents/guardians with students' grades and email availability. Alert Now is used to communicate with all parents/guardians about upcoming events and reports absences. Some teachers are using Edmodo, ClassDoJo and Remind to communicate with students and parents/guardians about subject or team information. Parent/guardian notes are sent home with students throughout the year. The **Sylvan Hills Middle School** PTSA has a Facebook page to communicate with parents/guardians. Sylvan Hills Middle School has a website where parents/guardians may view information regarding the school, etc. (<https://shms.pcssd.org>). Parent/guardian conferences are scheduled twice each year.

### **PARENT VISITATION**

Parents/guardians are encouraged to visit the school during class, at lunch, and at school events such as Awards Assemblies, special lunches, pep rallies, sports events, and band/choir performances. All visitors are required to sign in in the office and must wear a visitor's pass.

### **PARENT INVOLVEMENT TRAINING**

The State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parent/guardian involvement strategies. No fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parent/guardian involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parent/guardian participation.

### **PARENT FACILITATOR**

The facilitator for the 2019-2020 Parent Involvement Plan is Shanon Hum , math teacher. Ms. Hum may be contacted at 501-833-1120 or shum1395@pcssd.org.