

AR
 PRAIRIE GROVE HIGH SCHOOL (Prairie Grove School District)
 500 COLE
 PRAIRIE GROVE AR 72753
 479-846-4212

School 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.**

Hint

District

Prairie Grove

School Improvement Status

Needs Improvement

Grade Levels

Grades 9-12

Parent Involvement Coordinator

Joey Sorters

Are you Title I Schoolwide?

- Yes
- No
- N/A

Percent of free and reduced lunch

35.4%

Parent Involvement Committee Members

(Select "Repeat" to open more entry fields to add additional team members)

Enter committee members

First Name

Missy

Last Name

Hixson

Position

Federal Programs

Enter committee members

First Name

Joey

Last Name

Sorters

Position

Parent Involvement Chair

Enter committee members

First Name

Ron

Last Name

Bond

Position

Principal

Enter committee members

First Name

Donna

Last Name

Mitchell

Position

Teacher

Enter committee members

First Name

Sean

Last Name

Carney

Position

Teacher

Enter committee members

First Name

Mandy

Last Name

Bartholomew

Position

Teacher

Enter committee members

First Name

Kristen

Last Name

Walker

Position

Parent

Enter committee members

First Name

Mandy

Last Name

Hunt

Position

Counselor

Enter committee members

First Name

Theresa

Last Name

Bond

Position

Nurse

1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- Facebook page and website for parents that is developed with participation of the chair of the parental involvement committee, principal, staff and parent volunteers. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills.
- Various classroom syllabi and letters from teachers sent home for parents as well as requests for volunteer opportunities to support classroom instruction

- School website which provides teacher emails and websites for parents to access. Homework assignments and pertinent classroom information is available on classroom websites. Parents may use e-mail to communicate with members of the school staff.
- Remind - used by many staff members to send home announcements, reminders of homework, calendar updates and schedule changes, etc.
- School marquis with announcements and updated information
- Home Access Center (HAC) in which parents can access their child's grades through the username and password they received at the beginning of the school year.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress.
- The school will provide to parents reports/report cards two times each nine weeks with information regarding their child's academic progress and upcoming classroom and school events.
- The school will send parents a parent-friendly letter in the first nine weeks that explains their child's test results and standardized test scores from the previous year.
- Parent link phone calls
- To encourage communication with parents/guardians, the Prairie Grove School High School shall schedule not less than two (2) parent/guardian and teacher conferences per school year. This opportunity provides parents with information on what their students are learning, how they are being assessed, and how parents/guardians can assist and make a difference in the education of their children. Any parent/guardian that cannot attend either of these conferences are urged to contact the school building office for a rescheduled time to discuss their student's progress.
- Parents with families in special education meet regularly to discuss student performance in school and goal setting.
- School Resource Officer promotes community outreach efforts by being visible in the school neighborhood.
- Parent Information Brochures are sent home annually which include the parent involvement program; recommended roles of the parents/guardians, students, teachers, and school; options for parents/guardians to become involved in their children's school and in their children's educational program; interest and availability as a volunteer (many parents volunteer through our extracurricular programs) ; activities planned throughout the school year to encourage parent/guardian involvement; and a system to permit parents/guardians and teachers to communicate in a regular, two-way and meaningful manner with their children's teachers and principal.
- Activities and Events such as:
 - Annual Report to the Public
 - Open House
 - Student Orientations
 - SMART Core Informational Meetings
 - CAP Conferences
 - Parents Make a Difference Evening
 - eschool-Student grade access trainings
 - Music Programs
 - EAST Lab Parent Informational Nights
 - Before/After School Tutoring
 - Awards Assemblies
 - Parent Resource Centers
 - Fire Department Visits
 - School and Community Health Fair
 - Financial Aid Night

- Internet Safety Informational Night
- Special Events (Book Fairs, Field Trips, Track & Field Days, etc.)
- AAIMS/Advanced Placement Informational Nights
- AAIMS Awards Program
- Bulletin Board and TV with Announcements

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

- Activities and Events such as:
 - Annual Report to the Public
 - Open House (8/10/16-8/12/16)
 - Student Orientation (8/9/16)
 - SMART Core Informational Meetings
 - CAP Conferences (Spring 2017)
 - Parents Make a Difference Evening
 - eschool-Student grade access trainings (Letters sent home and during 1st week of school)
 - Music Programs (12/8/16, 12/11/16, 5/4/17, 5/8/17, at home Football & Basketball games)
 - EAST Lab Parent Informational Nights (Fall 2016)
 - Before/After School Tutoring (math, science, english, and history tutoring offered daily)
 - Awards Assemblies (Spring 2017)
 - Parent Resource Centers (Available daily for parents to access from 8:00AM - 4:00 PM)
 - School and Community Health Fair (April 2017)
 - Financial Aid Night (Fall 2016)
 - Internet Safety Informational Night
 - Special Events (FFA Banquet, Art Festival, NHS Induction Field Trips, Booster Club Meetings, etc.)
 - AAIMS/Advanced Placement Informational Nights
 - AAIMS Awards Program (Fall 2016)
- These meetings may include parent training sessions to help parents understand how to enhance their child's education.
- Fall & Spring Parent Teacher Conferences (9/20/16, 9/22/16, 2/21/17, 2/23/17). This opportunity provides parents with information on what their students are learning, how they are being assessed, and how parents/guardians can assist and make a difference in the education of their children. Parents will be given a summary of the student's test scores and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Any parent/guardian that cannot attend either of these conferences are urged to contact the school building office for a rescheduled time to discuss their student's progress.
- The school may offer parents an opportunity to hear an explanation of assessments, standards, and other accountability measures, such as AP, ACT, etc. which is included in the Report to the Public given each fall.

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

- The school will provide opportunities for parents and community members to support the instructional program through

such programs as tutoring, EAST projects, and chaperones at multiple types of school events/trips.

- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts during orientation of parents. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief training sessions will provide parents and community members with the information they need to participate as school volunteers in order to put them at ease and make the experience pleasant and successful.
- The school will work with Prairie Grove Middle School to help provide a smooth transition from one school to the next by raising parental awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year.
- **Parent Information Brochures are sent home annually which include the parent involvement program; recommended roles of the parents/guardians, students, teachers, and school; options for parents/guardians to become involved in their children's school and in their children's educational program; interest and availability as a volunteer (many parents volunteer through our extracurricular program); activities planned throughout the school year to encourage parent/guardian involvement; and a system to permit parents/guardians and teachers to communicate in a regular, two-way and meaningful manner with their children's teachers and principal. These packets also provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education.**
- Every fourth year, all educators shall obtain two (2) hours of professional development designed to enhance the understanding of effective parental involvement strategies. Each administrator in the district will acquire at least three hours of professional development for administrators designed to enhance understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

4. How will your school work with parents to create a School-Parent-Compact?

- Prairie Grove High School is not a Title I school. However, the staff, parents, and students meet annually at CAP conferences to develop a school-parent-student plan that outlines how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards to prepare them for their future. Stakeholders will sign this plan.

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

Prairie Grove High School is not a Title I school, however:

- Stakeholders are involved in the development, implementation, and evaluation of the school wide school improvement plan.
- Parents are involved in the evaluation, editing, and administration of the Parent Involvement Plan annually.
- Parents are involved in the evaluation, editing, and administration of the Indistar (ACSIP) plan annually.
- To support the process of parents being integral members of such committees, the school offers both school staff and parents training on how to contribute to this process in a meaningful way.
- The school counselor and multiple teachers invite former graduates to communicate with students the importance of valuing one's education and taking advantage of every opportunity given. The counselor then invites these alumni to be involved with an alumni advisory committee to provide advice and guidance for school improvement.
- Various organizations foster parental and community involvement within the school through Booster Club Meetings, chaperones at events, and opportunities for speaking in the classrooms .

6. How will your school provide resources for parents?

Joey Sorters, the assistant principal, is the parent facilitator of Prairie Grove High School.

- Parent Information Brochures are sent home annually which include the parent involvement program; recommended roles of the parents/guardians, students, teachers, and school; options for parents/guardians to become involved in their children's school and in their children's educational program; interest and availability as a volunteer (many parents volunteer through our extracurricular programs) ; activities planned throughout the school year to encourage parent/guardian involvement; and a system to permit parents/guardians and teachers to communicate in a regular, two-way and meaningful manner with their children's teachers and principal.
- A Parent Resource Center is located in the high school library and is available for assistance. This center provides various types of informative materials regarding responsible child care, how to better help their child(ren) achieve, and meetings & other activities they can be involved in. Parents may check out materials, use the computer to check grades, and visit educational websites. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.
- A handbook is available on the district website and includes the school's policy, the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. Hard copies are available for families that request it.
- School Based Health and Wellness Center- Medical services including well and sick visits and Mental Health services are provided for students and families.
- School Resource officer works to build relationships with students and help enhance students' academic skills.

7. How will your school engage parents in the evaluation of your parental involvement efforts?

- Parent sign-in sheets will be available at school functions.
- Surveys will be given parents to determine specific needs they have, the effectiveness of specific strategies, and the engagement of parents in activities to support student academic growth.
- Parents will be involved in the evaluation of the school's Parent Involvement Plan and Indistar (ACSIP) plan.
- A meeting will be held annually so that the parent involvement committee members can evaluate all such data.

8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?

- A district parent survey is given annually and shared with the schools.
- Volunteers are encouraged during the school day; however, most volunteer hours occur during extracurricular activities. This is where high school parents seem to feel most comfortable helping in the curriculum.
- Parents and teachers will work together to determine which strategies they feel will be most beneficial in the efforts to support the academic achievement of students.
- CAP conferences will be held in the Spring in which parents, students, and faculty will work together to plan a structured and orderly high school curriculum (course selection) that prepares the way for post-secondary opportunities.
- Financial Aid Night will be held in the Fall to support parents and students through the planning process of post-secondary education.

9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

Prairie Grove High School is not a Title I schoolwide school.

****After completion of this form, the school should print and submit to district for review and approval. Once approved, the school is required to post their School Parent Plan on their website.***