

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**

Accepted : This form has been reviewed and little or no revisions need to be made. Please make any suggested revisions (if needed) and go to the Submit Forms/Reports tab to submit.

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School Year
2016-2017

Superintendent
John Hoy

School Improvement Status
N/A

Parent Involvement Committee Members
(Select "Repeat" to open more entry fields to add additional team members)

Enter committee members

First Name
Linda

Last Name
English

Position
Deputy Superintendent

Enter committee members

First Name
Annetta

Last Name
Trice

Position
High School Parent Facilitator

Enter committee members

First Name
Carrie

Last Name
Martin

Position
Community Member

Enter committee members

First Name
James

Last Name
Mooney

Position
Technology Assistant

Enter committee members

First Name
Amanda

Last Name
Fears

Position
PreK-3 Parent Facilitator

Enter committee members

First Name

Pamela

Last Name

Gilmore

Position

Grades 4-6 Parent Facilitator

Enter committee members

First Name

Detria

Last Name

Stackhouse

Position

Parent

Enter committee members

First Name

Brian

Last Name

Eaton

Position

Community Member

Enter committee members

First Name

Felisa

Last Name

Webb

Position

Parent

Enter committee members

First Name

Tina

Last Name

Simes

Position

Parent

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

Hint

1. Each year, an annual meeting facilitated by Linda English, (Federal Programs Coordinator), will be held to update the Title I, Part A Program.

- The district will employ certified teachers as parent facilitators: J F Wahl Primary-Amanda Fears at 870-338-4404, Eliza Miller Elementary-Pamela Gilmore at 870-572-3705 and Central High School-Annetta Trice at 870-572-6744 to assist in maintaining a positive collaborative relationship with parents, community members, and district personnel and to ensure federal, state and local requirements for parental involvement are met.
- The district will form a committee of parents, community members, and district personnel to collaborate on the development of the district-wide parental involvement plan Linda English, Federal Programs Director/District Parent Coordinator; Amanda Fears, JFW-Parent Facilitator; Pamela Gilmore, EME-Parent Facilitator; Annetta Trice, CHS-Parent Facilitator; James Mooney, Technology Assistant; Detria Stackhouse, Parent; Tina Simes, Parent; Felisa Webb, Parent; Brian Eaton, Community Member; Carrie Martin, Community Member.
- The committee will review ADE standards and research strategies to increase parental involvement.
- The committee will present the parental involvement plan/policy to the school board for approval.

2. The Helena-West Helena School District will involve parents in the process of school review and improvement under Section 1116 of the ESEA.

- Each school will include parents on its ACSIP committee.
- Parents will be involved in developing Academic Improvement Plans, 504 Plans, Individualized Education Plans and Behavior Modification Plans.
- Parents will meet regularly in the spring with district personnel to update policy for next year's Title I, Part A program.
- Committees consisting of parents, teachers, administrators, and community members will be formed for the purpose of reviewing and revising the student handbook and developing and maintaining parental involvement policies based on ADE standards.

- Parents and community members will be invited to participate in an alumni committee to enhance student learning.

3. The Helena-West Helena School District parent facilitators (Amanda Fears, Annetta Trice and Pamela Gilmore) will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs:

- *Mid-Delta Head Start*
- *A Better Chance Program (ABC)*
- *GEAR Up*
- *Phillips Community College of the University of Arkansas GED Program*
- *University of Arkansas for Medical Sciences-East*
- *Arkansas Department of Human Services and Health*
- *Phillips County Developmental Center*
- *Phillips County Dental Center*
- *Counseling Services for Eastern Arkansas*
- *Kids For The Future INC.*
- *Faith Based Organizations*
- *21st Century Program*

The policy is available on the district website and a printed copy is accessible at all schools during parent- teacher conferences, Parent Nights, and other events open to the public.

The Helena-West Helena School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement and to revise, if necessary (and with the involvement of parents), its parental involvement policies.

The District will ensure collaboration of parental involvement activities with Pre-School programs (Linda English/Amanda Fears)

A second meeting will be held in early spring each year and facilitated by the Federal Programs Coordinator (Linda English) to discuss the effectiveness of the plan. (The 2017 meeting will be held in April) HWHSD will involve the parents of children served in Title I, Part A schools in decisions about how the 1% of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95% of the 1% reserved goes directly to the schools.

Reviewer Response:

- Attention: Changes needed!
- 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?

Hint

The HWHSD provides the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance. Each school will develop a parental involvement plan and made available during all open houses and at the annual district's report to the public. The District Parent Coordinator(Linda English) will conduct ongoing site visits to observe parental involvement practices and offer flexible meeting times.

- Parents will participate in Math and Literacy Nights, and Physical Education Nights promoting wellness.
- Parents will be able to monitor student progress through computer based technology.
- Parents will be encouraged to continue their involvement in improving the Helena-West Helena School District through participation in the alumni organization.
- Orientation and technical assistance meetings are provided to principals of all Title I schools to review student achievement data and assist in the development, implementation, review of all required plans, and ensure that schools are knowledgeable of their expectant roles and responsibilities. The Title I Program Director, Linda English, will conduct the Principals' Orientation training in August and continuously throughout the year during their school visits.
- The Parent Coordinator, Linda English, reviews each school-level parent involvement plan, school-parent compact, and annual parent survey results to ensure compliance and that the activities planned will provide meaningful opportunities for parents to become more involved in their child's education. Schools begin developing and administering the documents during the months of March through June. The Parent Involvement Coordinator, Linda English, is responsible for monitoring the completion of the school-level PIP, compact and annual evaluation. Facilitators assigned to various area schools are responsible for monitoring SAC/PTSA/Parent Workshops Flyers, Agendas, Sign-in sheets and minutes that provide evidence that parents are being included in the decision-making process.
- Quarterly Title I Liaisons technical assistance meetings serve as the main forum for sharing information regarding the federal requirements of the district as a recipient of Title I, Part A funds. The Title I Director and the Parental Involvement Coordinator are responsible for providing the information and technical assistance to schools. There is additional weekly communication via an email conference for Facilitators to post concerns and/or inquiries as it relates

to Title I.

• The Technology Coordinator, Orlander Moore, will provide train-the-trainer opportunities for Facilitators, parent representatives, school staff to enhance their abilities to present parental involvement information at faculty meetings and to integrate parental involvement into inservice training for school-based personnel these trainings are conducted in October by the Parent Involvement Coordinator/ Title I Director.

The training will educate district staff in ways to work and communicate with parents, as well as in ways to knowledgeably implement parent involvement programs that will promote positive partnerships between the school district personnel and parents. This training shall be scheduled during professional development days and made available to all interested stakeholders in the community as well. The district will oversee the training to ensure that this takes place. Parents will be informed about parental involvement programs, meetings, and other activities for their involvement. Local news media will be used as well as school website, phone blast/text messaging and print materials.

This communication shall be, to the extent practicable, imparted in language that the parents can understand. Due to the student population of the district, written and, when appropriate, verbal communication with parents shall be in English, Spanish and Arabic.

Parents are encouraged to volunteer and become an active participant in their child's education. The policy is available on the district website and a printed copy is accessible at all schools, during Open Houses, Parent Teacher Conferences, Parent Nights, and other events open to the public.

Reviewer Response:

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- In Compliance

Reviewer Comments:

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

Hint

The Helena-West Helena School District's Federal Programs Director, Linda English, will build capacity of school staff and parents to create strong parental involvement programs, in order to ensure effective involvement of parents and to support a partnership among the schools involved, parents, and the community to improve student academic achievement. The following strategies will be used:

A. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- - the state's academic content standards,
 - the state's student academic achievement standards,
 - the state and local academic assessments including alternate assessments,
 - the requirements of Title I, Part A,
 - how to monitor their child's progress, and
 - how to work with educators.

The Helena-West Helena School District does this by:

- - - facilitating parental training sessions explaining the state's academic content standards and the state's student academic achievement standards,
 - providing trainings from school district and outside agencies to improve monitoring of student progress and building positive relationships between parents, teachers, and students, and build capacity for parental involvement that include, but are not limited to, the following six components:

A. Explain to parents and the community the State's content and achievement standards, State and local student assessments and how the district's curriculum is aligned with the assessments and how parents can work with the district to improve their child's academic achievement via the annual report to the public;

B. Provide parents with the materials and training they need to be better able to help their child achieve via parent resource centers located at each school and/or other community-based organizations to foster parental involvement. The HWH School District will promote parental involvement in the schools by maintaining the Parent Center to assist parents in guiding, influencing and collaborating with faculty/staff on the academic achievement of their child.

C. The district will assist in the development of parent engagement groups at each school through the following: PTO, PTA, Academy parent committees, Gifted and Talented Advisory Committee and Booster Clubs.

D. Have a coordinated involvement program where the involvement activities of the district enhance the involvement strategies of other programs such as Head Start, ABC, ABC for School Success, area Pre-K programs (private and state run).

E. Provide training opportunities to parents that enable them to promote the involvement of other parents as well as other training and reasonable support requested by parents through information made available by each school parental engagement liaison and the parent resource center.

The HWHSD will utilize the results of parent surveys conducted by parent facilitators Amanda Fears, Pamela Gilmore and Annetta Trice to improve parental involvement and encourage higher academic performance. The Parent-Teacher Conference and the Annual report to the Public which both will be held in the Fall. Funds are available at the district to provide a stipend to parent facilitators at all schools, and the Parent Center provides supplies as needed to support parent involvement activities at all schools.

Reviewer Response:

- Attention: Changes needed!
- In Compliance

Reviewer Comments:

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?

Hint

An annual meeting is held to update/change the school's district Parent Involvement Policy and the Parent-Student-School compacts/hand books (October 2016/April 2017). The Federal Programs Director/Parent Coordinator, Linda English, will facilitate the meetings and the surveys. The purpose will be to identify any areas of concern that may create barriers for parents who wish to be active participants in their student's education. These concerns, along with parent survey data will be used to evaluate the effectiveness of the district policy, compact, student handbook and district's Parental Involvement Plan.

The findings will also be used to make changes and recommendations for future change. All parents will be invited to the meeting through the district's web site, phone blast/text messaging and the local newspaper (The Helena Daily World). The district (Linda English) will develop and disseminate a parent activity report to share with parents, staff and community. The report will be available on the district's website that is to be available June 2017.

Reviewer Response:

- Attention: Changes needed!
- 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)?

Hint

We have ACSIP planning meetings monthly and invite parents to become active participants in their children's education. We have a parent advisory committee that works on the district PIP. The District (Linda English) will ensure that all campuses have a parental involvement committee that works on the development of the schools compact/PIP.

The HWHSD will utilize the results of parent surveys to improve parental involvement and encourage higher academic performance. Local businesses are invited to attend school functions including sponsoring the Parent Appreciation Lunch program. Planning meetings usually occurring in April and July; often a follow-up meeting will be scheduled in August if needed. The Federal Programs Coordinator, the Parent Coordinator, and all building principals (Jewel Hamilton, J. F. Wahl Primary; Becky Alexander, Eliza Miller Elementary and Earnest Simpson, Central High School) will collaborate and jointly conduct the meetings.

Reviewer Response:

- Attention: Changes needed!
- In Compliance