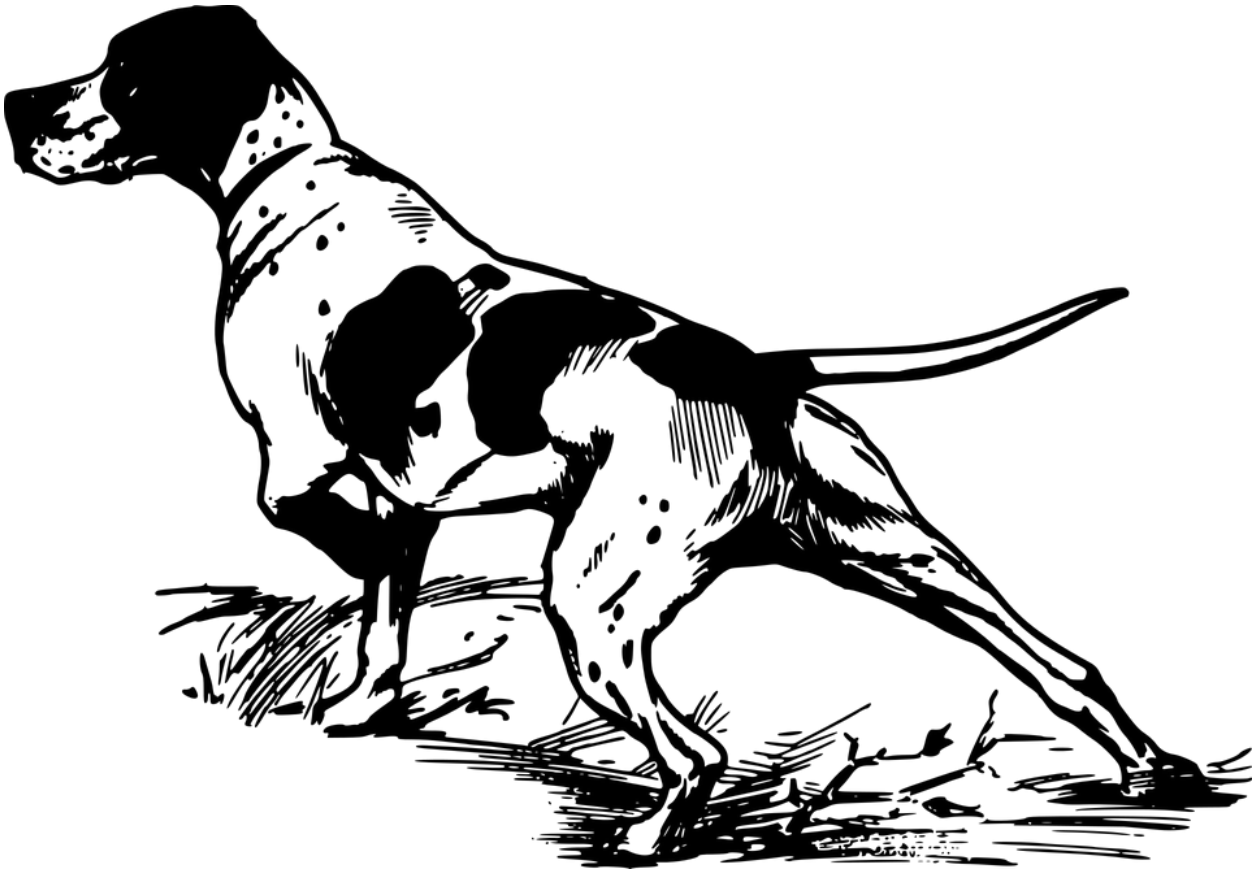
Van Buren High School
Parent Involvement Packet

2001 Pointer Trail East
Van Buren, Arkansas 72956
(479) 474-6821
Fax (479) 471-3171



Eddie Tipton, Principal
Myron Heckman, Assistant Principal
Tim McCutchen, Assistant Principal
Jenks Smith, Assistant Principal
Dusti Hurst, Parent Involvement Facilitator

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2017-2018 Parent Involvement Plan Summary

At Van Buren High School (VBHS), we encourage parental involvement and would like to encourage parents to use the following contact information at your discretion:

- Mr. Eddie Tipton, Principal – etipton@vbsd.us
- Mr. Myron Heckman, Asst. Principal – Myron.Heckman@vbsd.us
- Mr. Tim McCutchen, Asst. Principal – tmccutchen@vbsd.us
- Mr. Jenks Smith, Asst. Principal – jsmith@vbsd.us
- Mrs. Dusti Hurst, Parent Involvement Facilitator – Dusti.hurst@vbsd.us

At VBHS, we feel that the partnerships created between teachers, parents and students are vital to our overall success. These partnerships are created through positive communication between the school and the home as well as providing parents opportunities to be involved in different activities, to assist in policy- and decision-making, and to voice their concerns. We will provide materials that can successfully be used at home to reinforce the academic success of children. The district will reserve a minimum of 1% of the Title I, Part A allocation for parental involvement ($24,058.00). It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates. VBHS offers a wide variety of communications for parents so that they may access more information about the Parent Involvement Committee, as well as school news, a school activities calendar, and parenting tips relating to school achievement such as homework tips, organizational skills, and study skills. These are a few of the family-friendly ways that parents can gain access to this information:

- Pointer Update weekly newsletter (Go to the VBHS website to subscribe.)
- The Van Buren High School website at http://www.vbsd.us/schools/van-buren-high-school
- The Van Buren High School Facebook Page
- @VanBurenHS and @PointerUpdate on Twitter

Also included in these communications are opportunities for parent involvement for the 2017-2018 school year such as:

- **Senior and Junior schedule pick-up and school tours**
- **Sophomore schedule pick-up and school tours**
- **PTA meetings**
- **Open House**
- **Parent-Teacher Conferences/Report to the Public**
- **Fall Festival hosted by Cultures in Action**
- **College Financial Aid Night**
- **College Goal Sunday @ UAFS**
- **VBHS Career Expo**
- **VBHS Talent Show**
- **Arkansas Scholars Banquet**
- **Top 40 Banquet**
- **Scholarship Banquet**
- **VBHS Baccalaureate**
- **Graduation/Project Graduation**

Please sign below to show that you have read and understand the 2017-2018 Parent Involvement Plan. Please detach this bottom portion and return to your student's 2nd hour teacher. Keep the top portion for your records.

_____ _____

Student Signature **Parent Signature**

Van Buren High School 2017-2018

Parental Involvement School Policy (Plan)

Challenging and Preparing Our Students— We believe that a partnership must exist between our parents and our school. We promote positive communication between the school and our students' homes. The school provides a variety of opportunities for parents to be involved in activities supporting our school. We believe teachers have a responsibility to provide the needed framework for parents to nurture their child's formal instruction at home. We will provide materials that can successfully be used at home to reinforce the academic success of children. The district will reserve a minimum of 1% of the Title I, Part A allocation for parental involvement ($24,058.00). It is our goal to provide an atmosphere where parents are able to express their views and to assist in problem solving. We want parents to understand that we view them as joint policy and decision makers and plan to emphasize their roles as advocates.

Van Buren High School's Parent Involvement Committee is comprised of administrators, teachers, counselors, parents and community members. Listed below are the members for the 2017-2018 school year:

Mr. Eddie Tipton, Principal
Mr. Myron Heckman, Asst. Principal
Mrs. Emily Albertson, Teacher
Mrs. Dusti Hurst, Library Media Specialist and Parent Involvement Facilitator
Mrs. Amy Bender, Parent
Mrs. Paige Hammond, Parent and Teacher
Mrs. Missy Hefner, Teacher
Mrs. Joy Holman, Parent (VBHS PTA Secretary)
Mrs. Kim Humphreys, Parent
Ms. Miel Partain, Parent (VBHS Hospitality Chair)
Mr. Robert Rogers, Teacher
Mrs. Melissa Weiderkehr (VBHS PTA President)
Mrs. Jennifer Brammer, Parent
Mrs. Stephanie Neidecker, Parent
Mrs. Becky Brown, Parent (VBHS PTA Treasurer)
Mrs. Joy Hubbard, Parent
Mrs. Sarah Archer (VBHS PTA Vice-president)

Contact Dusti Hurst for more information…Dusti.Hurst@vbsd.us, (479)474-6821 ext. 1638

Gathering Information to Support the Parental Education and Involvement Plan—The Parental Involvement Committee, consisting of school parent coordinator, teachers, administrators, parents, and community members, met to analyze data from surveys and discussions with teachers, administrators, parents, and community members.

Dates of School Parent Involvement Meetings:
Tuesday, October 17
Thursday, October 19
Tuesday, March 27
Thursday, March 29

Using the data described above, the committee has developed the following list of services and activities to promote parental involvement and provide additional support for student learning. The VBSD Parent Facilitator, Karen Allen, will disseminate the following Parent Involvement Plan by ensuring its access on the district website (www.vbsd.us) and ensuring individual school plans' access on school websites.

1. **School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction. Additionally, the school district will ensure, to the extent possible, that information sent home is available in a language and form parents can understand (Karen Allen, VBSD Parent Facilitator).**
   - The District/school will post on its website information for parent access including:
     a) Arkansas Comprehensive School Improvement Plan (ACSIP);
     b) Description of how the school will use National School Lunch Funds and state categorical funds for the current and previous school year (ACSIP;
     c) The school's annual report card;
     d) Teacher qualifications.
     e) A parent-friendly explanation of the school's improvement status and an explanation for why the school is identified and what the school is doing to be removed from school improvement;
     f) The identification of any supplemental educational services available;
     g) The school's parent involvement policy (plan) along with informational packets as required by AR State Law;
     h) The school shall prepare an informational packet to be distributed annually to the parent of each child in the school, appropriate for the age and grade of the child, describing:
        i) The school's parental involvement policy (plan);
        ii) The recommended role of the parent, student, teacher, and school;
        iii) Ways for the parent to become involved in the school and his or her child's education;

iv) A survey for the parent regarding his or her interests concerning volunteering at the school;

v) Activities planned throughout the school year to encourage parental involvement; and

vi) A system to allow the parents and teachers to communicate in a regular, two-way, and meaningful manner with the child's teacher and the school principal.

- The school will use the student handbook, school website, signage at the school entrance, and parent orientation meetings to explain how to get a copy of the school parent involvement plan.
- The school will send brochures home with students, post notices in school facilities and public buildings, and provide information for local newspapers and radio stations about parent workshops and meetings.
- The school will send parents their child's test results via eSchool Home Access, as well as scores from standardized assessments such as the ACT Aspire.
- The school will provide to parents reports/report cards every quarter with information regarding their child's academic progress and upcoming classroom and school events.
- The school will distribute a newsletter to parents that is developed with participation of the parent–school organization, principal, staff, and parent volunteers. It includes school news, a calendar of school activities, and parenting tips relating to school achievement such as homework tips, organizational skills, and study skills.
- The school instructional facilitator and parent volunteers will purchase/create a pamphlet explaining the school's involvement with the state's reading initiative and how parents can be involved in supporting the goals of this initiative. It will be distributed at parent orientation night and other public meetings.
- Each teacher will periodically make available to parents, student papers and work samples.
- Teachers will contact parents on an individual basis to communicate about their child's progress. Teachers will conduct at least two (2) parent/teacher conferences each year.

2. The school will hold parent meetings, conferences, and activities regularly throughout the year to increase parental involvement and build staff and parent capacity to engage in these types of efforts. Dusti Hurst, School Parent Facilitator, will ensure the school's parent involvement committee meets at least quarterly to establish, discuss and evaluate committee goals, to plan trainings and provide materials to help parents work with their children, and to develop and use the School-Parent compact (Title I schools). Karen Allen, VBSD Parent Facilitator, will conduct ongoing site visits to observe parental involvement practices.

- The school will hold regular meetings to explain:

a) What students will be learning;

b) How students will be assessed;

c) What parents should expect for their child's education; and

d) How a parent can assist and make a difference in his or her child's education.

- Provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation:

  a) Role play and demonstration by trained volunteers;

  b) The use of and access to Department of Education website tools for parents;

  c) Assistance with nutritional meal planning and preparation; and

  d) Engage in other activities determined by the school to help a parent assist in his or her child's learning.

- The school will provide annually two (2) hours for teachers and three (3) hours for administrators professional development in addition to the minimum number of hours of professional development required by the State designed to enhance understanding of:

  a) Effective parent involvement strategies; and

  b) The importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

- The school shall provide annual training when there are volunteers assisting in an instructional program for parents.
- These meetings will include parent–training sessions to help parents understand how to enhance their child's education.
- These meetings will include family reading, math, and science nights that provide an opportunity for parents and their child to experience the school situation in a positive and helpful manner while school staff may provide any needed assistance or encouragement.
- The meetings will be held at various times during the day or evening to better accommodate parents.
- The school will hold an orientation for parents to inform them about the school's activities and to encourage parents to be involved with reviewing and revising of the Parent Involvement Policy (Plan) and ACSIP.
- Teachers will annually hold two (2) conferences with parents of children in their classrooms. 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. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures.
- The school will offer parents a workshop each year to provide an explanation of the statewide assessment systems, standards, and other accountability measures.
- The school will develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. Individual school parent facilitators will collect data concerning parent activity throughout the year. All data will be forwarded to VBSD Parent Facilitator, Karen Allen.

3. The school will provide information to parents about volunteer opportunities.

- 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 preschools/daycares, and middle, schools to help provide a smooth transition from one school to the next by raising parent 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. Karen Allen, VBSD Parent Facilitator, will coordinate parent involvement activities with the ABC preschool programs at King Elementary and James R. Tate Elementary.

4. The school will provide an opportunity for parents to engage in decision–making processes in regarding the school's program.

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- The school will ask parents to serve on curricular and instructional review committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way.

5. The school will provide a parent resource center for parents.

- Parents may check out materials, use the computer to visit educational websites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents.

6. The school will engage parents in an evaluation of parental involvement efforts.

- The school will engage parents in the annual evaluation of the Parental Involvement Policy (Plan). The school will conduct a comprehensive needs assessment. The Parent Involvement Committee, made up of teachers, parents, and school staff, will determine the effectiveness of the Parental Involvement Policy (Plan) and make changes if warranted. Karen Allen, VBSD Parent Facilitator, along with school administrators will ensure the distribution and collection of the annual survey. District and individual school survey data will be analyzed during district and school parent involvement committee meetings in order to make recommendations for revisions of individual school and district parent involvement policies/plans.

Opportunities for Parent Involvement:

- August 1st thru 12th – New student enrollment
- August 2nd - Junior/Senior Schedule Pick-up
- August 3rd - Sophomore Schedule Pick-up
- August 17th – Schedule changes
- August 7th – Open House
- August 30th - PTA Meeting
- September 27th - PTA/Parent Involvement Meeting
- September 28th - Title I Informational Meeting for Parents (11:30AM/6:30PM)
- October 17th and 19th – Parent-Teacher Conferences/Report to the Public
- October 24th - College Financial Aid Night/FASFA 5:30-8:00pm in VBHS library
- October 25th - PTA Meeting
- October 26th – Fall Festival hosted by Cultures in Action
- November 9th – Student/Faculty Volleyball Game
- November 29th - PTA/Parent Involvement Meeting
- January 31st - PTA Meeting
- February 15th – Empty Bowls Event
- February 28th - PTA/Parent Involvement Meeting
- March 14th – Student/Faculty Basketball Game
- March 27th and 29th – Parent Teacher Conferences
- March 28th - PTA Meeting
- March (TBA)– College Goal Sunday @ UAFS
- April (TBA) – VBHS Talent Show
- April 16th – Arkansas Scholars Banquet
- April 25th - PTA/Parent Involvement Meeting
- April 25th – Top 40 Banquet
- May (TBA) – Scholarship Banquet
- May 20th – VBHS Baccalaureate
- May 24th – Graduation/Project Graduation

Van Buren High School Parent Volunteer Survey 2017-2018

We welcome all families, both new and returning, to VBHS! This year, our goal is to increase parent involvement by letting you know of the volunteer opportunities available. Every volunteer commitment, whether large or small, is very important. We value and need the volunteer time and energy you can give to support the success of VBHS. Your volunteer efforts will benefit our teachers, staff, and most of all, our students.

1. **Your Name** _____
2. **What is your child's name and in which grade is he or she?** e.g. John Smith, grade 12 _____
3. **Do you have another child in this school? If so, what is his/her name and grade?** e.g. Cindy Smith, grade 10 _____
4. **What is your preferred method of contact?** Please enter your email and/or telephone or cellphone number (whichever you prefer).

   _____

5. **When is it ok for us to contact you?** Please check only one.

   _____ Please call me only for those jobs checked below.

   _____ You can call me anytime, even last minute.

6. **Which volunteer opportunities interest you?** Please check all that apply.

   _____ Parent Involvement Committee (meets 4 times/year)

   _____ Classroom Support (Bulletin Boards, etc.)

   _____ Graduation Set-up

   _____ Hospitality

   _____ Office Support (Filing, etc.)

   _____ Data Entry

   _____ Copy Person (2 times per week)

   _____ Prom Clean-up

   _____ Community Connections**

****If you marked Community Connections, what would you like to share with the students?**

This could be job related, special-interest related, or something related to your past experiences, like service in the military, for example.

7. **If you have suggestions on how to increase parent involvement in our school, please write them in below.**