

Van Buren High School

2018-2019

Parent and Family Engagement 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 (VBHS - \$2,887.00). 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 2018-2019 school year:

Mr. Eddie Tipton, Principal
Mrs. Kimberly Holman, Assistant Principal
Mrs. Emily Albertson, Teacher
Mrs. Dusti Hurst, Library Media Specialist and Parent Involvement Facilitator
Mrs. Amy Bender, Parent (VBHS PTA President)
Mrs. Paige Hammond, Teacher
Mrs. Missy Hefner, Teacher
Mrs. Joy Holman, Parent (VBHS PTA Vice-President)
Mrs. Kim Humphreys, Parent
Mrs. Laura Rogers, Teacher
Mrs. Melissa Wiederkehr, Parent
Mrs. Stephanie Neidecker, Parent (VBHS PTA Secretary)
Mrs. Becky Brown, Parent (VBHS PTA Treasurer)
Mrs. Joy Hubbard, Parent

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:

Wednesday, September 19

Wednesday, November 14

Wednesday, February 13

Wednesday, April 10

Using the data described above, the committee has developed the following list of services and activities to promote parent engagement and provide additional support for student learning. The VBSD Parent Facilitator, Karen Allen, will disseminate the following Parent and Family Engagement 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.

- The school will distribute a weekly newsletter to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It will include school news, a calendar of school activities and parenting tips related to school achievement such as homework tips, organizational skills and study skills. (Dusti Hurst, Parent Involvement Facilitator)
- The school's website will be updated each week and will contain an updated directory for parents to contact teachers as needed. (Wes Yandell, Technology)
- Parents will be able to access their child's grades using the username and password given them to at Open House. If a parent was unable to attend, they can obtain this information from Dusti Hurst, Parent Involvement Facilitator.
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress if there is an issue that needs to be addressed.
- The school will provide to parents progress reports/report cards every four weeks with information regarding their child's academic progress. (Kimberly Holman, Assistant Principal)
- The school will post notices in school facilities and public buildings and provide information for local newspapers and radio stations as well as social media about parent workshops and meetings. (Dusti Hurst, Parent Involvement Facilitator)
- The school will use the student handbook (Pointer Procedures), school website, signage at the school entrance and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request. (Dusti Hurst, Parent Involvement Facilitator)

2. The school will hold parent meetings, conferences, and activities regularly throughout the year to increase parent engagement 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.

- Meetings will be held at various times during the day or evening to better accommodate parents. (Eddie Tipton, VBHS Principal)
- Meetings will be held to prepare both parents and students to apply for college admission, apply for college scholarships, apply for FAFSA, etc. (Cindy Nelson, Scholarship Coordinator)
- The school will hold Title I meetings to inform parents about the school's participation in the Title I program and to encourage parents to be involved with reviewing and revising of the school's Title I Plan. (Eddie Tipton, VBHS Principal)
- Teachers will hold bi-annual conferences with parents of children individually in their classrooms. Parents will be given explanations of homework and grading procedures. (VBHS Staff)
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning:
 - Mentor
 - Teacher assistant
 - Tutor
 - Awards Day presentations
 - Orientation presentations
 - Open House
 - Parent-School Organization
 - Red Ribbon Week
 - Anti-Bullying Month
 - Band/Choir Concerts

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

- The school will provide opportunities for parents and community members to support the instructional program through such programs as tutoring and teacher-led study groups. (Myron Heckman, VBFA Principal)
- 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. (Dusti Hurst, Parent Involvement Facilitator)
- The school will work with the Van Buren Freshman Academy 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 sophomore orientation for parents and students to help with the transition. Parents will have the opportunity to meet new teachers before school begins at Open House. (VBHS Counselors and Teddy McMurray)

- The school will provide instruction to a parent on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: 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. (Eddie Tipton, VBHS Principal)
- The school's staff will be trained in effective parent engagement strategies. 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 and family engagement strategies. No fewer than three (3) 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. (Eddie Tipton, VBHS Principal and Dusti Hurst, Parent Involvement Facilitator)

4. The school will provide an opportunity for parents to engage in decision-making processes.

- School staff, parents and students will develop a school-parent-student compact. This compact will outline 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. All stakeholders will sign the compact. (Dusti Hurst, Parent Involvement Facilitator)

5. The school will 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.

- 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. (VBHS Principals and Assistant Principals)
- 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. (VBHS Principals and Assistant Principals)
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. (VBHS Principals and Assistant Principals)
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. (VBHS Principals and Assistant Principals)
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. (Dusti Hurst, Parent Involvement Facilitator)

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

- Parents may check out materials, use the computer to check grades, and 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. (Dusti Hurst, Parent Involvement Facilitator)

- The school will distribute informational packets each year that include a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/teachers/students and school, suggestion of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate (notes, phone calls, email, etc.). (Dusti Hurst, Parent Involvement Facilitator)
- To promote and support responsible parenting, the school shall, as funds are available: Purchase parenting books, magazines and other informative materials regarding responsible parenting through the school library, advertise the current selection and give parents the opportunity to borrow the materials for review. (Eddie Tipton, VBHS Principal and Dusti Hurst, Parent Involvement Facilitator)
- The school will include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first and how to develop solutions. (VBHS Principal and Assistant Principals)
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. The parent facilitator for VBHS is Dusti Hurst.

7. The school will engage parents in an evaluation of parent and family engagement efforts.

- The school will engage parents in the annual evaluation of the Title I, Part A program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth. (Eddie Tipton, VBHS Principal and Dusti Hurst, Parent Involvement Facilitator)

8. The school will use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year.

- The school will ask parents to fill out a parent interest survey when registering for classes for the following school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. (VBHS Counseling Department)
- The school will use the results of the parent interest survey to plan the parent and family engagement activities for the year. (Dusti Hurst, Parent Involvement Facilitator)
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation. (Eddie Tipton, VBHS Principal)
- The school will sponsor seminars to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning and preparation for postsecondary opportunities. (Cindy Nelson, Scholarship Coordinator)

9. The school will hold an Annual Title I meeting that will be conducted separately from other school events.

- The school will conduct an annual Title I meeting for parents of the students who participate in the Title I, Part A Program. (VBHS Principal and Asst. Principals)

- The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. (Eddie Tipton, Principal)
- For the annual Title I meeting, the agenda, sign-in sheet and the minutes for this meeting will be generated separately from any other events and kept on file in the school's office. (Eddie Tipton, VBHS Principal)

Opportunities for Parent Engagement:

- **August 1st thru 12th – New student enrollment**
- **August 1st - Junior/Senior Schedule Pick-up**
- **August 2nd - Sophomore Schedule Pick-up**
- **August 6th – Open House**
- **August 16-17th – Schedule changes**
- **August 22nd - PTA Meeting**
- **September 17th – Senior Parent Meeting**
- **September 19th - PTA/Parent Involvement Meeting**
- **October 9th – FAFSA Workshop for Senior Parents**
- **October 16th and 18th – Parent-Teacher Conferences**
- **October 17th – PTA Meeting**
- **October 25th – Fall Festival hosted by Cultures in Action**
- **November 14th – PTA/Parent Involvement Meeting**
- **November 16th – Student/Faculty Volleyball Game**
- **January TBA - PTA Meeting**
- **January 25th – Talent Show**
- **February TBA – Empty Bowls Event**
- **February TBA - PTA/Parent Involvement Meeting**
- **March 13th – Student/Faculty Event**
- **March 12th and 14th – Parent Teacher Conferences**
- **March TBA - PTA Meeting**
- **April TBA – Arkansas Scholars Banquet**
- **April TBA - PTA/Parent Involvement Meeting**
- **April TBA– Top 40 Banquet**
- **May TBA – Scholarship Banquet**
- **May 19th – VBHS Baccalaureate**
- **May 24th – Graduation/Project Graduation**