

## DISTRICT PARENT INVOLVEMENT PLAN

*Pangburn Public Schools 2018- 2019*

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### **PART I: GENERAL EXPECTATIONS:**

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*The Pangburn School District agrees to implement the following statutory requirements: The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with:*

- Section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA. Principals Collett and Rieck as well as Federal Coordinator, Stacy Hopkins will verify each year that meetings occur with parents and community related to Parent Involvement requirements.
- The school district will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA. The District & Campus Parent Involvement Plans are provided as part of the Student Handbook, shared with Parents at Open House and discussed at annual Title I Meetings that occur in October each school year.
- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand. Sherri Gregson, Elementary Counselor will serve as the Elementary Parent Involvement Coordinator, Brandy Gallegly, Social Worker will serve as High School Parent Involvement Coordinator and D. Rolland, will serve as District Parent Involvement Coordinator
- If the LEA plan for Title I, Part A, developed under section 1 112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will be governed by the following statutory definition of parental involvement, and expects that Title I schools will carry out programs, activities and procedures in accordance with this definition: Parental involvement means the participation of parents in regular, two - way, and meaningful communication involving student academic learning and other school activities, including ensuring — (A) that parent's play an integral role in assisting their child's learning; (B) that parents are encouraged to be actively involved in their child's education at school; (C) that parents are full partners in their child's education and are included, as appropriate, in decision - making and on advisory committees to assist in the education of their child; and ( D) the carrying out of other activities, such as those described in section 1118 of the ESEA.

**PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS:**

**1. The Pangburn School District will take the following actions to involve parents in the joint development of its district wide parental involvement plan under section 1112 of the ESEA:**

- Continue the work of the Parent Advisory Committee at each school campus that will meet regularly to develop, implement and review components of the district-wide parental involvement policy during the 2018-2019 school year. Parent Facilitators at High School is Dutchess Butler and the Parent Facilitator at Elementary is Sherri Gregson.
- Work cooperatively with the Parent/Teacher Organization, Booster Club and other parent support groups to solicit parental input during the development and implementation of the parent involvement plan.
- Disseminate information pertaining to meetings, workshops, and planning sessions during which the district-wide parental involvement plan will be reviewed.
- Continue a building-level Parental Involvement Committee that will work cooperatively to implement parental involvement activities designed to increase parental involvement in both the school environment and the student learning process, as outlined in the 2018-2019 school improvement plans. District & Campus Parent Involvement teams will met during the year to discuss recommended changes on format of the Parent Involvement plans and checked for any additional corrections that should be made to the current year plans of 2018-19. Elementary Parent Involvement Coordinator is Sherri Gregson and High School Parent Involvement Coordinator is Brandy Gallegly.
- Meeting topics included sharing various resources available to parents that can be found on district website, [www.pangburnschools.org](http://www.pangburnschools.org) and an assortment of education resources and websites shared by teachers. Volunteer procedures were explained and upcoming parent events of the spring semester were shared including spring Parent-Teacher Conference, as well as athletic, club, musical events. The use of PSD website, Remind APP & District Facebook Page was explained and shared handouts on how to access the programs.

**2. Pangburn School District will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:**

- Conduct the Annual Report to the Public in October 2018.
- Distribute parent surveys to collect information and data pertaining to identified school improvement areas.
- A parent advisory committee, including teachers, administrators, and parents will be organized to recommend new parent involvement policies and activities.

**3. The Pangburn School District will provide the following necessary coordination, technical assistance, and other support to assist Title 1, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:**

- Provide opportunities for district staff and administration to attend professional development activities relating to parent involvement and utilize strategies to increase parental involvement in the school environment and learning process.
- Schedule Parent Workshops and/or Parent Nights at each school campus throughout the 2018- 2019 school year. Letters will be sent to parents whose students have excessive absences in a semester, in an attempt to reduce truancy, keep the parents informed of their students' activities, and reduce the number of students who fail to receive credit due to excessive absences.

**4. The Pangburn School District will coordinate and integrate parental involvement strategies with other programs:**

- Utilize the sources of Arkansas Better Chances Pre-Kindergarten Program; Division of Health and Human Services; Head Start; Wilbur D. Mills Educational Service Cooperative HIPPIY Program. Jackie Cates, Daycare Director, Becky Baker, HIPPIY Coordinator, Kelly Davis, ABC Pre-K Coordinator, Mary Rieck, Elementary Principal, & Elementary Staff Members work together throughout the year to coordinate their programs that help provide support, services and early interventions for young students so they will be prepared for kindergarten and beyond.

**5. The Pangburn 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) of the District's parental involvement policies.
  - Program evaluation of building level parental involvement plans and activities outlined in the Arkansas Comprehensive School Improvement Plans will be reviewed at the campus and district level utilizing: Principals Louks, Rieck & Collett as well as counselors: Butler & Gregson. Parents will be encouraged to participate on Parent Advisory Committees that will be formed at the building level.
  - Interpreters will be provided to assist parents of English Language Learners communicate with their child's teacher during Parent/Teacher Conferences
  - Program effectiveness will be evaluated through on-line surveys completed by Superintendent D. Rolland & Counselors — Butler & Gregson as well as Social Worker, Gallegly. Survey data will be analyzed to identify areas for program improvement.
  - Parent surveys will be sent home with students. Data will be analyzed by Principals: Rieck, Louks & Collett & District Staff and members of the District Parent Involvement Committee to identify target areas of parental concern and suggestions for program improvement and/or strategies suggested by parents for activities and accommodation that can be made to increase parent participation. Parent Facilitators (Butler & Gregson) will both send notices home with students as well as postings

related to annual parent survey will be posted on district website, & shared with parents in the bus pick-up line and reminder messages will be sent to parents using the Remind APP.

- Program effectiveness will be evaluated through on-line surveys completed by Superintendent D. Rolland & Counselors — Butler & Gregson as well as Social Worker, Gallegly. Survey data will be analyzed to identify areas for program improvement.
- Parent surveys will be sent home with students. Data will be analyzed by members of District & Campus Parent Involvement Committees to identify target areas of parental concern and suggestions for program improvement and/or strategies suggested by parents for activities and accommodation that can be made to increase parent participation. Parent Facilitators (Butler & Gregson) will both send notices home with students as well as postings related to annual parent survey will be posted on district website and reminder messages will be sent to parents using the Remind APP district website.
- Building and District-level Parent Involvement Committees will meet as needed to review evaluation data and formulate a strategic plan for addressing targeted areas of improvement and the programs/services that will be implemented for each area. Parent Involvement Committees (D=district, E=Elementary, H=high school): M. Rieck, (principal- E,D), N. King, (parent- H & D), T. Martin — E & D), Treat community — E & D), S. Louks (principal — E, H), S. Gregson (counselor — E), D. Bell (teacher — E), K. Davis (teacher — E), C. Collett (principal —H, D), L. Huggins (parent H), M. McCord (parent — H), D. Butler (counselor H & D), B. Gallegly (social worker — E, D), (parent — H & D), B. Bell ( community — H & D), A. Knapp (para — H), A. Jackson (teacher — H & D), J. Vernon (parent — E), Marsh (parent — E & D). Superintendent & Campus Principals and Parent Involvement Committees will compile a list of their suggestions and benefits from the parent functions throughout the school year activities share with staff and parents in April of each year, as well as have the suggestions include in the Annual Report to the Public each fall.

**6. *The Pangburn School District will build the schools' and parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:***

- 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 Part A, how to monitor their child's progress, and how to work with educators.
- Conduct an Annual Report to the Public Meeting during which the following will be presented to parents and district constituents, \* Grade level assessment data, \* Instructional programs and/or services that will be implemented to address areas of deficiencies in the assessment data at each grade level.
- Accreditation Status and greatest areas of need for student interventions.

- Curriculum standards at each grade level, \* Federally funded program components, including Title I 1-Part A, Title 11-A, Title 1V-A, and Title VI, part B, \* Information pertaining to on-line grade reporting system that parents can access to monitor student grades, assignments, as well as communicate to their child's teacher. The meetings were held at the High School by Principal Collett on August 9, 2018 and by Principal Rieck at the Elementary on August 9, 2018.
- Information pertaining to the remediation programs at each school campus that will be implemented to address identified areas of deficiency in each core area of the curriculum. The parents of each child enrolled in the school will promptly receive an explanation of what the identification means, the reason (s) the school was identified for improvement, and how parents can become involved in addressing the academic issues that led to the identification. This letter will be distributed before the first day of school and posted on the school's website and campus buildings. Parents will be informed of student progress in comprehension. Parents will engage in activities to support comprehension at Parent Night.
- A list of suggested activities will be provided to parents. Parents will receive information pertaining to the implementation of educational technology that will be integrated into the instructional process in each classroom [Information shared to parents yearly by Rob Hayes, Technology Director and Principals: Louks, Rieck & Collett]. The technology will assist teachers in presenting grade level concepts through various mediums, all of which are designed to meet individual student learning styles, with a focus on the visual presentation that will reduce language barriers and help to close the achievement gap between minority and non-minority students and in order to meet the educational needs of low achieving and limited English proficient students. Parents will be informed of student progress quarterly and a list of suggested activities to support student achievement at home will be provided. Parents will be encouraged to participate on Parent Advisory Committees that will be formed at the building level.
- The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement: Including Library Parent Night at Elementary School; Pangburn High School will hold an annual parent meeting in the fall for new freshman students and late spring to inform parents about course selections, career planning, and preparation for postsecondary opportunities. School-Parent Compacts will be sent home at each school campus. The compacts will include each components outlined in the Title I, Arkansas Department of Education and newest requirements of ESSA and are verified by Principals Rieck, Louks & Collett each school year.
- The District will maintain a Parent Resource Center at the High School as well as similar materials and resources at each campus that will be accessible to parents through the school library during regular school hours. Informational materials relating to curriculum, study skills, drug and alcohol awareness, and volunteer programs within the school will be available for parents through a library check-out process.
- Parents will receive information pertaining to the implementation of educational technology that will be integrated into the instructional process in each classroom. The technology will assist teachers in presenting grade level concepts through various mediums, all of which are designed to meet individual student learning styles, with a focus on the visual presentation that will reduce language barriers and help to close the achievement gap between minority and non-minority students and in order to meet

the educational needs of low achieving and limited English proficient students. Jennifer Hutchings, High School Spanish and ESL teacher works closely with students and families at all campus levels who have limited English proficiency.

**7. *The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:***

- Provide information to parents pertaining to the Volunteer Program and the various projects for which parents and community members can volunteer to assist building faculty and staff at each school campus; provide information to parents relating to the local Parent/Teacher Organization and their sponsored activities throughout the school year; encourage parental participation in extracurricular activities such as field trips, awards assemblies, after school programs, etc.
- Information distributed to parents will be available in multiple language formats to accommodate the diverse student population; Interpreters will be provided to assist parents of English Language Learners communicate with their child's teacher and school personnel. Building level parent facilitators will be encouraged to attend the Arkansas State Parent Involvement Conference in November each fall. Parallel training will be provided to district faculty during each August teacher in-service. Throughout each school year, Superintendent D. Rolland as well as Principals Collett, Louks and Rieck will attend various parent involvement events, meetings and functions to be sure events are planned and do occur and provide feedback on suggested improvements.
- The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Pre-K program, and other programs, and conduct other activities, such as parent resource centers that encourage and support parents in more fully participating in the education of their children.
- Kelly Davis, Pre-K Coordinator, (728-4230) schedules various Pre-K events and serves as a contact person for parents, staff and community. Kelly coordinates the Pre-K Program Parent Orientation Night at which the following topics will be presented: Arkansas Better Chances Pre-Kindergarten Program Overview which describes parent and student expectations. Components of the Pre-K Curriculum described including the Early Reading First protocol and Pre-K ELLA program objectives. The assessments that will be administered during the school year. Opportunities for parents to volunteer in the Pre-K classrooms will be described. Extracurricular activities that will be scheduled for Pre-K students, such as field trips, presentations, Parent Nights, etc. Provide Parent Workshops, sponsored by the Center for Effective Parenting, on topics relating to parental involvement, student achievement, and parenting skills. Present the school-wide discipline plan that will provide the framework behavior for all students in the elementary building.

**8. *The school district will take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand: Jennifer Hutchings, ESL Coordinator for the District works with students, staff and families that are not***

***proficient with English. Mrs. Hutchings regularly attends parent meetings to translate as needed during open house, FASFA events, career fairs, etc.***

- Information will be sent to parents for all schedule meetings, programs, activities, parent workshops, and Parent Nights through the mediums listed below. All information will be produced and distributed in multiple languages to insure that parents/guardians of all students receive information in their native language.
- Articles published in the local newspapers; Facebook postings on the district Facebook page; Parent/Teacher Organization newsletters; Weekly Student Folders; Information distributed to parents at the Back-To-School Open House and Pre- Kindergarten Orientation; School-Parent Compacts; Student Handbooks; Communications for each extracurricular activity; and Phone Calls and email correspondences; and Information distributed at Parent/Teacher Conferences. Each Campus Principals: Rieck, Louks & Collett provide parents with the updated PSD Student Handbook which shares local, state and national education goals as well as the parent's right to know.
- The handbook describes the many programs that are available for parents to be involved with throughout the school year. Parents have access to the handbook on the district website, [www.pangburnschools.org](http://www.pangburnschools.org).

### **PART III. DISCRETIONARY DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS:**

***The District wide Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:***

- Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- Paying reasonable and necessary expenses associated with parental involvement activities;
- Training parents to enhance the involvement of other parents;

In order to maximize parental involvement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school. Principals Collett & Rieck as well as Counselors Butler & Gregson also arrange conference calls, skype sessions between student's home and the school and when student is home-bound, school staff travels to the family home as needed:

- Adopting and implementing model approaches to improving parental involvement.

Throughout the 2018-19 school year, Administrators: Rieck, Louks, Collett and D. Rolland will communicate with campuses in our in our region to see what effective parent involvement activities are

working & what is successful at Elementary and Secondary levels. This collected information will also be shared with Parent Advisory Council as well to assist with new changes or plans we want to make in Elementary & Secondary Parent Involvement activities and programs.

- Establishing a District wide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs. District wide Parent Involvement Facilitator, Brandy Gallegly & D. Rolland will meet annually in April with District Advisory Council to conduct an annual review of the effectiveness of the parental involvement policy and procedures and will share recommendations with District & Campus Administrators during the summer. The group will use these ideas to better promote parent involvement at all levels, and to share how Title I monies are used by Campus and by the District in the 2018-19 School Year and to make suggestions for budgeting Title I and Title II for the 2018-19 school year budget as well.

**PART X. ADOPTION:**

This District wide Parental Involvement Plan has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by district administration and faculty. Components included within the District-wide Parental Involvement Plan have also been included within the Arkansas Comprehensive School Improvement Plan that was submitted to the Arkansas Department of Education. Following the ADE Standards visit, the updated plan was approved by the Pangburn School District in the fall of 2018 and updated yearly year during the summer of each school year. The school district will make the Parent Involvement plans, District & Campus- available to all parents with copies at the campus offices as well as and district plans posted on district website found at [www.pangburnschools.org](http://www.pangburnschools.org) under the State Required Information tab.