

Pine Bluff School District

Parental/Community Involvement Plan

I. Mission

The Pine Bluff School District understands the importance of involving parents and the community as a whole in promoting higher student achievement and general good will between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive parental and community involvement that will result in partnerships that are mutually beneficial to the school, student, parents, and the community.

II. The Comprehensive Parental Involvement Plan/ACSIP

A. **ACT 397 of 2007:** An Act that requires public schools in the state of Arkansas to create and implement a comprehensive plan for effective and efficient parental/community involvement. Each individual school shall investigate and where feasible, utilize parental/community resources in the instructional program at the school for the purpose of improving student achievement.

B. **GOAL:** To implement Act 397 in the Pine Bluff School District

C. Actions:

1. Involve parents and the community in development of long-range planning of the district;
2. Explain to parents and the community the States content and achievement standards and State and local student assessments. Also, explain how the district's curriculum is aligned with the assessments and how parents can work with the district to improve their children's academic achievement;
3. Provide parents with the materials and training they need to be better able to help their children achieve. The district may use the Parent Resource Center or other community-based organization to foster parental involvement and provide literacy and technology training to parents;
4. Educate district staff, with the assistance of parents, in ways to work and communicate with parents and to know how to implement parent involvement programs that will promote positive partnerships between the school and parents;
5. Keep parents informed about parental involvement programs, meeting, and other activities they could be involved i. Such communication shall be, to the extent practicable , in a language the parents can understand;
6. Find ways to eliminate barriers that work to keep parents from being involved in their children's education;
7. Train parents to enhance and promote the involvement of other parents;
8. Provide reasonable support for other parental involvement activities as parents may reasonably request.

III. PROFESSIONAL DEVELOPMENT:

- A. **Two (2) Required Hours for Teachers:** The State Board of Education's Standards of Accreditation of Arkansas Public Schools shall require no less than two (2) hours of professional development opportunities for teachers designed to enhance understanding of effective parental involvement strategies.
- B. **Three (3) Required hours for Administrators:** The State Board of education's Standards of Accreditation of Arkansas Public Schools shall require no less than three (3) hours of professional development opportunities 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.
- C. **The district will provide training at least annually for volunteers who assist in an instructional program for parents.** The Volunteers in Public Schools program will provide the training.

IV. Required Components of the Parental Involvement Plan

A. District/parent/Community LEA Committee:

- 1. **List of Participants:** A committee comprised of approximately twenty-five (25) members (fifteen parents and ten community members) shall be asked in July/August of each school year to serve on the District/parent/Community LEA Committee.
- 2. **Dates, Times, and Places of Meetings:** The District/parent/Community LEA Committee will meet twice a school year at a time that is convenient for its members in order to review and update the district's parental involvement plans. The Parent Involvement Director will facilitate the meeting.
- 3. **Agendas:** An agenda will be developed distributed at the scheduled meetings. Each committee member, by contacting the superintendent's office, can have an item/items placed on the agenda for discussion.

B. Individual School Plans: each school in the Pine Bluff School District shall, in collaboration with parents, develop a parental involvement plan including programs and practices that enhance parental involvement and reflect the specific needs of students and their families. Each plan shall include the following:

- 1. **Mission:** Each school's mission statement must attest to the school's commitment to parental involvement.
- 2. **School/Parent/Community LEA Committee:** A committee comprised of approximately ten members (two school employees, five parents, and three community members) shall be asked in July/August of each school year to serve on the School/Parent/Community LEA committee. Each school will be responsible for establishing this committee and meeting with them in of each school year to review and update the school's parental involvement plan.. Documentation of meetings with sign-in sheet and agendas will be kept on file at each school.
- 3. **Employment of Certified Parent Facilitator:** The superintendent or his designee shall meet with the principal of each school to designate a certified staff person at

each school to serve as the parent facilitator for that school. This parent facilitator is responsible for organizing meaningful training for staff and parents, promoting and encouraging a welcoming atmosphere for parents/parental involvement, and undertaking efforts to ensure that parental participation is recognized as an asset to the school. (The Parent Facilitator at each school shall receive supplemental pay for the assigned duties as required by law.)

4. **Title I District Parent Center:** To support and encourage responsible parenting, each school shall create a parent center where parent's kits, informative materials regarding responsible parenting, and other helpful materials for parents can be placed for use by parents.
5. **Parent Information/Resources:** To encourage communication with parents, each school shall prepare informational kits, appropriate for the age and grade of the child, which include:
 - The school's parental involvement program;
 - The recommended role of the parent, student teacher, and school;
 - Ways for the parents to become involved in the school and their children's education;
 - Activities planned throughout the school year to encourage parental involvement;
 - A system to allow parents to communicate with their children's teachers and the school's principal in a regular, two-way, and meaningful manner.
6. **School Programs/Activities:** Each school will be responsible for planning and engaging in activities that will:
 - Encourage parental involvement;
 - Encourage communication with parents;
 - Promote and support responsible parenting;
 - Help parents assist in their children's learning;
 - Welcome parents in the school;
 - Encourage parents to participate as full partners in the decisions that affect their children and family;
 - Use community resources to strengthen school programs family practices, and student learning.
7. **Volunteer Resource Book:** To welcome parents in the school, each school, after surveying parents, shall publish a volunteer resource book that compiles the a list of the interests and availability of volunteers for school staff members' use, specifically including:

- A survey of parents regarding their interests;
- A list of volunteers with the amount of time they would like to participate;
- A list of those volunteers who are available to help at home;
- A match of school needs with volunteer interests.

8. Available Materials: To promote and support responsible parenting, each school shall purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents an opportunity to borrow the materials for review.

9. School Policy Concerning Parents on Campus: To welcome parents in the schools, each school shall develop and place in its handbook a policy that encourages parents to visit their children's schools.

10. Alumni Advisory Committee: To recognize that community resources strengthen school programs, family practices, and student learning, each school shall take advantage of community resources by contacting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. This commission shall consist of no less than six (6) members and shall meet at least once a year in August/September. Documentation of meetings with sign-in sheets and agendas will be kept on file at each school.

11. Annual Review and Update: Each school shall review, update, and submit for approval its school Parental Involvement Plan by October 1st of each school year to the superintendent or his designee.

C. District Programs:

1. Parent /Teacher Conferences: In order to encourage communication with parents, the district shall schedule two (2) Parent/Teacher Conference Days for each of its schools. The first one will be held in October/November, and the second one will be held in March/April of each school year.

2. "Parents Make the Difference Evenings": In order to help parents in assisting students, the district shall schedule no less than one (1) "Parents Make the Difference Evening" for each of its schools to be held no later than September 30 of each school year. The evening shall focus on presenting to parents a report on the state of the school and serving notice of supplementary service providers as needed. In addition, parents will receive an overview of what students will be learning, how students will be assessed, what they should expect for their children's education, and how they can assist in making a difference in their children's education. Individual schools may schedule additional "Parents Make the Difference Evenings" during the school year.

3. Recognition of Parents: At the end of each school year, the district, through the Parent Center, shall hold an appreciation assembly to recognize and honor those parents/community members who have served as volunteers/mentors or made a contribution of service to the Pine Bluff School District. In addition, the Volunteers in Public Schools office will host an appreciation luncheon in May to recognize and honor all volunteers who have contributed time to the students in the district during

the school year.

D. Parent Center: The Pine Bluff School District has a Title I Parent & Family Resource Center, which is located on the Pine Bluff High School campus. The objective of the Parent Center is to foster a dialogue between home and school that will include an exchange of information. The center works with every school to promote a partnership that will increase parental involvement and participation in promoting the social, emotional, and academic growth of children. The Title I parent and Family Resource Center provides the following free resources for parents and students:

- District-wide Parent Activities and Workshops
 1. District-wide Back-To-School Night
 2. African-American Knowledge Bowl
 3. Test Preparation Packages
 4. Parents/Students Educational & Health Fair

- Teacher/Parent/Student Enrichment Prescription
 - Educational materials and resources for students correlated to the Arkansas Frameworks
 - Parent resources for check-out/all grade levels (books, tapes, videos, and education games)
 - After-School Tutoring (As scheduled Mondays – Thursdays)
 - Parent/Student Computer Tutoring
 - Princeton Review – www.homeroom.com and Skills Connection (Technology)
 - Test preparation services (ACTAAP, SAT, ACT, PSAT, PPST, PRAXIS I & II, LSAT, Pre-GED, GED, GMAT, GRE, Postal Exam Training Guide, and Driver's Education)
 - Parents, Patrons, and Staff Computer Classes
 - Assistance with Social Services
 - Computer Lab (Internet access available)
 - Parent Incentive Program
 - Parent Appreciation Program
 - ESL (English as a Second Language)

E. Parental Involvement Plan Review

1. Annual Meeting: To ensure the continued improvement of the district's parental/community involvement program, the district will conduct an annual review of its parental involvement policies to examine their affect on promoting higher student achievement. This review shall be done by a committee consisting of parents and other community members, certified and classified staff, and members of the administration by September 15th of each school year.

2. Submission to the Department of Education: The Pine Bluff School District shall file a copy of the district's Parental/Community Involvement Plan with the Department of Education by October 1st of each school year.

This policy shall be part of the district's Arkansas Consolidated School Improvement Plan (ACSIP) and shall be distributed to parents of the district's students and provided, to the extent practicable, in a language the parents can understand.