

AR  
Bradford High School (BRADFORD SCHOOL DISTRICT)  
P.O. Box 60  
Bradford AR 72020  
(501)344-2607

**School 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.**

Hint

**District**  
Bradford School District

**School Improvement Status**  
During the 2015-2016 school year, the Bradford High School was assigned a state rating of B.

**Grade Levels**  
7-12

**Parent Involvement Coordinator**  
Cindy Armstrong, 7-12 Parent Involvement Coordinator

**Are you Title I Schoolwide?**  
 Yes  
 No  
 N/A

**Percent of free and reduced lunch**  
100

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

**Enter committee members**

**First Name**  
Sarah

**Last Name**  
Burkett

**Position**  
Building Parent Facilitator

**Enter committee members**

**First Name**  
Debbie

**Last Name**  
Turner

**Position**  
Grandparent

**Enter committee members**

**First Name**  
Nancy

**Last Name**  
Knowles

**Position**  
Parent

**Enter committee members**

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**First Name**

Patti

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**Last Name**

Stevens

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**Position**

Parent

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**Enter committee members**

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**First Name**

Jeannie

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**Last Name**

Bright

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**Position**

Parent

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**1. List various communication strategies used in your school to provide additional information to parents and to increase parental involvement in supporting classroom instruction.**

The school uses Home Access Center to provide parents with a way to see student assignments, absenteeism, current grades, and continued progress throughout the year. Parents are provided a PIN number to access this information through HAC at open house each year. Parents are also provided a parent packet during open house that contains information about each staff member, such as email address and available contact times.

The school sends home progress reports every four and a half weeks and sends home report cards every nine weeks. This allows parents to stay informed about their student progress throughout the year.

The school utilizes the district website, online forums, and school signage to provide information to parents. The district website has such things posted on it as the student handbook, proposed school calendar, parent links, athletic schedules, lunch menus, and upcoming events on Google calendar.

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**2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parental involvement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)**

The following are proposed parent meetings that will be held:

- Open House - August 11, 2016 5:00 p.m. - 7:00 p.m.
- Parent/Teacher Conferences - September 22, 2016 2:00 p.m. - 7:00 p.m.
- Parent Teacher Conferences - February 8, 2017 2:00 p.m. - 7:00 p.m.
- Literacy Night - Fall 2016 (date has not been set)
- Math Night - Spring 2017 (date has not been set)
- Band & Choir Concerts - December 8, 2016; March 14, 2017; May 11, 2017 Each concert will start at 6:30 p.m.

All parents are encouraged to volunteer in the classroom, W.A.T.C.H. Dog Dads, assist with field trips, donate required materials for students, share a hobby or job skill, work on playground improvement, participate in Parent Teacher Organization (PTO), serve on the parent advisory committee, help with book fair, coordinate to volunteer for school functions, share information about their culture or language, and read with or to students.

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**3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?**

The Bradford High School will provide information to parents about volunteer opportunities in the following ways:

- The school will provide opportunities for parents and members of the community to support the instructional program through such programs as after school tutoring for all students.
- The school will provide a list of volunteer opportunities to parents and encourage new volunteer ideas during parent orientation.
- The teachers will also be involved in encouraging parents and the community to be involved. Teachers will explain the volunteer requirements to parents and members of the community and encourage them to become involved in the school.
- 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 Bradford Elementary School to help provide a smooth transition from the elementary to the high school by providing parents information about high school procedures and activities.
- The school will provide orientation programs for parents and students to help with this transition. Parents and students will have the opportunity to meet the high school teachers at the end of the school year.
- Parents will be provided instruction on how to incorporate developmentally appropriate learning activities at home with their student(s). Instruction will include such things as: role play and demonstration by trained volunteer, 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.
- The staff of Bradford High School will be provided two (2) hours of professional development that is designed to enhance the understanding of effective parental involvement strategies.
- Administrators of Bradford High School will be provided three (3) hours of professional development that is designed to enhance administrators' understanding of effective parent involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

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#### **4. How will your school work with parents to create a School-Parent-Compact?**

The school-parent compact will be created through the mutual work of school staff, parents, and students. The compact will outline how the responsibilities of the staff, parents, and students are shared in order to improve student academic achievement and the means by which the school and parents will build and develop a partnership that will help our students achieve the state's high standards.

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#### **5. How will your school 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?**

To take advantage of community resources, the Bradford High School shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

The Bradford High School shall enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school and encourage volunteerism.

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#### **6. How will your school provide resources for parents?**

- The school will provide parents with a resource room/parent center. The resource room/parent center will contain materials that may be checked out by parents and a computer that can be used to check grades and visit educational web sites. The resource room/parent center will be made available to parents during hours that are convenient to them.
- The school will distribute informational packets each year at Open House. This packet will include a survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, a calendar of planned activities for the school year, and information about the school that will be used to allow parents and teachers to communicate (notes, phone calls, e-mail, prep times...).
- 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.
- The school will include in the school's handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- The principal of Bradford High School has designated one (1) certified staff member who is willing to serve as a parent facilitator.

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#### **7. How will your school engage parents in the evaluation of your parental involvement efforts?**

The Bradford High School will send out a needs assessment survey at the end of each school year to engage parents in the annual evaluation of the Title I, Part A Program's parental involvement efforts. This survey will be filled out by parents, teachers, and other school staff. The results of this needs assessment will be evaluated by the parental involvement committee and changes will be made as needed.

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#### **8. How will your school use the parent interest surveys to select, plan and implement parental involvement activities that will be offered throughout the year?**

- The Bradford High School will send out parent surveys at Open House and at the beginning of each school year to gather information from parents concerning what activities they feel will be most beneficial in the efforts to support their student(s) academically.

- The school will use the results of the parent survey in the planning process for parental involvement activities for the school year.
- The parental involvement committee will evaluate the activities that were suggested by the parents as part of the annual parental involvement plan evaluation.
- The school will sponsor parent meetings 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. Such meetings will include college nights, financial aid meetings, and pre-registration dates.

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**9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)**

The Bradford High School will plan to have its Annual Title I meeting for all stakeholders to attend in the spring of 2017.

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***\*After completion of this form, the school should print and submit to district for review and approval. Once approved, the school is required to post their School Parent Plan on their website.***