

AR  
 Happy Hollow Elementary School (FAYETTEVILLE SCHOOL DISTRICT)  
 2175 Peppervine Drive  
 Fayetteville AR 72701  
 479-444-3085

**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**  
 Fayetteville Public Schools

**School Improvement Status**  
 Achieving

**Grade Levels**  
 Pre-K to 4th

**Parent Involvement Coordinator**  
 Cristin Atha, Assistant Principal

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

**Percent of free and reduced lunch**  
 34.2%

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

**Enter committee members**

**First Name**  
 Connie

**Last Name**  
 West

**Position**  
 PE Teacher

**Enter committee members**

**First Name**  
 Dondi

**Last Name**  
 Frisinger

**Position**  
 Principal

**Enter committee members**

**First Name**  
 Valerie

**Last Name**  
 Champagne

**Position**  
 Parent & PTO Vice President

**Enter committee members**

**First Name**

Renee

**Last Name**

Morris

**Position**

Parent & PTO Vice President

**Enter committee members**

**First Name**

Jamie

**Last Name**

Bills

**Position**

Parent & PTO Treasurer

**Enter committee members**

**First Name**

Jami

**Last Name**

Madrid

**Position**

Parent & PTO Treasurer

**Enter committee members**

**First Name**

Kamille

**Last Name**

Barker

**Position**

Parent & PTO Secretary

**Enter committee members**

**First Name**

Libby

**Last Name**

Lance

**Position**

Parent & PTO Secretary

**Enter committee members**

**First Name**

Cristin

**Last Name**

Atha

**Position**

Chair

**Enter committee members**

**First Name**

Mary Jane

**Last Name**

Bryles

**Position**

Parent

**Enter committee members**

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**First Name**

Ashley

---

**Last Name**

Traynham

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**Position**

Counselor &amp; Parent

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**Enter committee members**

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**First Name**

Amy

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**Last Name**

Brisiel

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**Position**

Parent &amp; PTO President

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**Enter committee members**

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**First Name**

Dana

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**Last Name**

Troutt

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**Position**

Library Media Specialist

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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.**

Our school uses email, newsletters, weekly classroom newsletters, Remind App, and monthly office newsletters to communicate with parents.

We also hold two Parent/Teacher conferences each school year, which can be utilized as an opportunity for increasing parental involvement.

Happy Hollow distributes a school year calendar to parents that is developed with participation of the parent-school organization, principal, staff and parent volunteers. It includes school guidelines & a calendar of school activities.

Each teacher will send home a folder containing student papers and work samples each week. Parents will be asked to sign the folder and send it back to school. Teachers will routinely contact parents on an individual basis to communicate about their child's progress.

Happy Hollow will send parents a parent-friendly letter in the first report card that explains their child's test results and standardized test scores. The school will provide to parents progress reports every four weeks with information regarding their child's academic progress and upcoming classroom and school events.

Happy Hollow 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.

Happy Hollow will use the student handbook, school Web site, signage at the school entrance, and parent orientation meetings about the Schoolwide Title I Plan and how to get a copy upon request.

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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.)**

## Parent Curriculum Nights

- Kinder: August 1, 2016 at 5:30pm
- 1st: August 16, 2016 at 6:00pm
- 2nd: August 18, 2016 at 6:30pm
- 3rd: August 18, 2016 at 6:00pm
- 4th: August 16, 2016 at 6:30pm

## Parent Involvement Activities

- Report to Public & Title I Meeting: August 30, 2016 at 6:00pm

- PTO Sign Up: August 30, 2016 at 6:30pm
- Parent Teacher Conferences: October 20 & 21, 2016
- Family BINGO Night: October 27, 2016
- PTO Spring Dance: March 2017
- Parent Teacher Conferences: March 30 & 31, 2017
- Family Reading Night: April 2017

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

- PTO meetings, parents will have the opportunity to learn about the volunteer opportunities at Happy Hollow
- Happy Hollow staff will receive yearly training related to how to enhance understanding of effective parent involvement strategies
- Happy Hollow will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: 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.

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

School staff, parents, and students will develop a school-parent-student compact (included in the Happy Hollow Calendar/Handbook). 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.

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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?**

- Happy Hollow will support the Parent Teacher Organization (PTO), which is an organization to foster parent and community involvement. Together, Happy Hollow and the PTO will plan family events to increase parental involvement. PTO meetings are held quarterly, and parents have the opportunity to hear how they can assist to make a difference in their children's education. We will provide opportunity for parent representatives to be a part of the school improvement plan. Parents will be a part of the Annual Title 1 meeting, and they will have the opportunity to evaluate school programs.
- Happy Hollow will ask parents to serve on curricular and instructional review committees. To support this process, then we will offer both school staff and parents training on how to contribute to this process in a meaningful way.
- To take advantage of community resources, Happy Hollow will consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement.

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

- In the library, we have a Parent Resource Center. Parents may check out materials, use the computer to visit educational Web sites. To promote and support responsible parenting, we have purchased parenting books, magazines, and other informative materials regarding responsible parenting. 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.
- We will distribute Informational packets each year that includes a copy of the school's parental involvement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parental involvement 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, e-mail...).
- As funds are available, Happy Hollow will 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.
- In the FPS Handbook & during Open House/Curriculum Nights, parents will be notified of Happy Hollow's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
- Cristin Atha, Assistant Principal, has been delegated to be the Parental Involvement Coordinator.

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

We will engage parents in the annual evaluation of the Title I, Part A Program's parental involvement 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 parental involvement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parental involvement 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.

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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?**

We will ask parents to fill out a parent interest survey (sent home in Thursday folder) to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parental involvement plan evaluation.

**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.)**

Happy Hollow will hold their annual Title I meeting separate from any other meetings or activities to ensure that we 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. This meeting was held on August 30, 2016.

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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.***