



Pottsville High School Parent Involvement Plan 2017-2018

Parent involvement is a crucial element of successful student education. Studies continuously support that parent and guardian involvement in their children's education at home improves student achievement and that parent involvement at school results in higher long-term student achievement. Benefits are not limited to the early childhood or elementary years but continue to have a positive impact throughout the high school years. The school and the home must work together in order to enable a child's full potential to be met. It is also recognized that this is especially important for children from families with different cultural and language backgrounds than their prevailing culture.

Pottsville High School recognizes that a child's education is a responsibility that is shared by the parent, the child, the school and the community at large. Parent involvement must be comprehensive and is built upon the understanding that communication between home and school is two-way. Parent involvement is defined as and is to include non-parent guardians, though in this plan the reference is to the simpler "parent" designation. PHS school policy is a coordinated effort to address these needs and ensure compliance with the State of Arkansas Act 603 of 2003, also to address and comply with the Federal Elementary and Secondary Education Act (ESA), renamed the No Child Left Behind Act of 2002 and Every School Succeeds Act (ESSA). The plan is designed to involve parents of students at the 10-12th grade levels and in a variety of roles. This plan is effective September 1, 2003. It is implemented but open to annual review based on developing knowledge and ongoing input from parents and staff.

In accordance with Arkansas Act 603: 6-15-1602

- I. Pottsville High School includes programs and practices that enhance parental involvement and reflect the needs of students and their families.
- II. The PHS plan is designed to address the unique needs of high school students and their parents.

- a. It addresses the parents and staff of students in the 10th through 12th grades.
- b. It is comprehensive and coordinated in nature.
- c. It builds on an understanding that parent and school communication must be regular and two-way.
- d. Family Kits/Information Packets will be developed that are grade appropriate
 - i. Kits will contain information on the school's Parent Involvement Program
 - ii. Parents, students, teachers and the school all have a role in creating the home and school partnership. The significant interrelated roles are described below:
 - 1. Parents have the right and the responsibility to support student achievement efforts in these ways: to participate in two-way communication with the school; send their children regularly and prepared for the day's activities; and to be involved at the school.
 - 2. Students have the responsibility to be respectful of themselves, their peers and teachers, to come to school prepared to participate fully in the educational process, and to facilitate parent/school communication.
 - 3. Teachers have the responsibility to provide the information that parents need to help their children, to be responsive to parents and provide opportunities for parent involvement in a welcoming environment.
 - 4. Administrators have the responsibility to provide a welcoming and supportive environment for parents, to provide opportunities for parents to be involved either at the school or at home and to clearly communicate school expectations, policies, procedures, and calendars.

III. Parents can be involved in their children's education through:

- a. Maintaining communication with their children about the child's school experience.
- b. Providing structured homework time and encouraging reading and learning.
- c. Practicing regular communication with their child's teacher and other school personnel.

- d. Attending school conferences, school meetings, booster clubs, and extra-curricular events as possible.
- e. Keeping track of school activities, teacher and classroom information through the Pottsville School Web site www.pottsvilleschools.org and the monthly calendar.
- f. Keeping track of grades and attendance through the use of Home Access Center (HAC), a real-time grade book program used by the district.
- g. Checking and using the school handbook
- h. Working in the school or at home helping with classroom and school activities.

IV. Activities planned throughout the school year that provide and encourage parent involvement include:

- a. Informing parent's as to the usage of the school's website, facebook, twitter, school messenger, Remind 101, and school calendar.
- b. "Parents Make A Difference Night" is open house scheduled early in the fall semester.
- c. Parent teacher conferences are held twice a year at the nine week and five week grading periods respectively.
- d. Career Action Planning Conferences (CAPS) held annually.
- e. Progress reports are distributed at 5-week points within each quarter, and Report cards are distributed during parent-teacher conferences and/or at the end of each quarter.
- f. Field trips, band and academic competition trips are held regularly which require parent chaperones.
- g. Tutoring volunteers are welcome.
- h. Booster organizations for sports and academic pursuits meet on a regular basis.
- i. Participate in parent and community advisory committees.
- j. Assist in classroom activities and the development of classroom materials.
- k. Attend and help with school fundraisers, music, athletic, art and drama programs, and club and organizations activities.

V. Pottsville High School has a multi-faceted communication system that invites meaningful two-way communication between parents and school personnel.

Communication includes:

- a. The use of teacher/staff/parent e-mail.

- b. A monthly calendar posted on the website.
- c. School Messenger, a telephone system for sending mass telephone messages
- d. The school website on which each teacher maintains information specific to the classes taught.
- e. Home Access Center (HAC).
- f. A parent newsletter on the school website.
- g. Training office personnel in developing communication skills with parents.
- h. A written notification system that notifies parents of school absences. In addition, School Messenger notifies parents daily of absences.
- i. Parent-teacher conferences held twice a year.
- j. Progress reports are distributed 5 weeks into each new semester and second quarter.

VI. Parent's Right to Know – Parents have the right to request information regarding the professional qualifications of their student's classroom teacher(s) and/or paraprofessional(s) assisting their student's teacher. Parents may contact the high school principal at 968.6334 or the Superintendent of Schools with questions. If, at any time, a student has been taught for four (4) or more consecutive weeks by a teacher that is not highly qualified, the student's parent will be notified by the school of this information.

VII. Professional Development- In accordance with our ACSIP plan and the State Board of Education's Standards for Accreditation of Arkansas Public Schools and School Districts, Pottsville School District will provide no fewer than two (2) hours of parental involvement professional development (as required on a rotating four year basis) for teachers designed to enhance the understanding of effective parental involvement strategies. The same amount of hours (2) as required by ADE on a rotating basis will also be provided to administrators designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.

VIII. Community Resources-Pottsville School District recognizes that community resources strengthen school programs, family practices and student learning. Pottsville School District has a "Task Force" / "Alumni Advisors" committee who wish to become involved by providing advice and guidance for school improvement.

IX. Parenting Materials-A Parent's Resource area in the Media Center has been

established to provide parenting materials such as books, magazines and other informative materials regarding responsible parenting. These materials are available for checkout. Free materials from the Department of Education are also made available to parents (as available).

- X. Parent Facilitator-Annette Bewley serves as the parent facilitator for PHS. Please feel free to contact Ms. Bewley through the school office at 968.6334 or via email at annette.bewley@pottsvilleschools.org with any questions regarding parent involvement at PHS.

- XI. Annual Review- This plan is a living document and may be revised and will be reviewed on an annual basis. A copy of the plan will be filed with ADE annually. The effectiveness of the parental involvement plan will be evaluated and changes made as warranted. Parents will be surveyed annually and the appropriate data collected throughout the year to help assess parent participation in workshops and meetings, specific needs of parents, effectiveness of specific strategies, and the overall engagement of parents in activities that support student academic growth. The annual review 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).

7-11 Prof. Dev'l Days
14 First Day of School-
Students



| AUGUST '17 | | | | | | |
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| JANUARY '18 | | | | | | |
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1-3 New Year's/Christmas-
Holidays-No School
4 First Day of 2nd Semester
15 Martin Luther King, Jr., Day

4 Labor Day-No School
15 End of 5 Weeks-1st Qtr
19 Five Wks. Progress Report

| SEPTEMBER '17 | | | | | | |
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| FEBRUARY '18 | | | | | | |
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9 End of 5 Weeks-3rd Qtr
15 P/T Conferences (3-8 P.M.)
16 PD/Flex Day-No Students*



13 End of 1st Grading Qtr
19 P/T Conferences (3-8 P.M.)
20 PD/Flex Day-No Students



| OCTOBER '17 | | | | | | |
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| MARCH '18 | | | | | | |
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16 End of 3rd Grading Qtr
27 Report Cards
19-23 Spring Holidays-No School*
30 Good Friday-No School*

17 End of 5 Weeks-2nd Qtr
20-24 Thanksgiving Holidays-
No School
28 5 Wks. Progress Report

| NOVEMBER '17 | | | | | | |
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| APRIL '18 | | | | | | |
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26 End of 5 Weeks-4th Qtr
27 PD Day-No Students*



18-20 Semester Tests
20 End of 2nd Qtr/End of 1st
Semester
21-29 Christmas Holidays-
No School



| DECEMBER '17 | | | | | | |
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| MAY '18 | | | | | | |
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19 Graduation Day
1 5 Weeks Progress Reports
22-24 Semester Tests
24 End of 4th Qtr/2nd Sem
24 Last Student Day*
25, 29 Professional Dev'l Days*
29 Last Teacher Day*
30, 31, June 1, 4, 5 Make-up*
28 Memorial Day-No
School

*May be used as additional make-up days as needed.

Grading Attendance

1st Quarter: Aug.14-Oct. 13
2nd Quarter: Oct. 16-Dec. 20
3rd Quarter: Jan. 4-Mar. 16
4th Quarter: Mar. 26-May 24

Total Days

44 Days
42 Days
50 Days
42 Days
178 Student Days
10 Staff Dev'l Days
2 P/T Conferences
190 Teacher Days

**Pottsville School
District's Mission
Statement:**

It is the aim of PSD in partnership with the core values and hopes of our community to create a learning environment that will produce lifelong learners, productive citizens and successful contributing members of a global society.

2016-2017 Pottsville School District Calendar



| July 2016 | | | | | | |
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| August 2016 | | | | | | |
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| September 2016 | | | | | | |
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| October 2016 | | | | | | |
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| December 2016 | | | | | | |
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|----------------------------|---------------------------------------|
| Aug 8-12 | Professional Development Days |
| Aug 15 | First Day of School for Students |
| Sep 5 | Labor Day- No School |
| Sep 16 | End of 5 Weeks-1st Qtr |
| Sep 20 | 5 Weeks Progress Reports |
| Oct 14 | End of 1st Grading Qtr |
| Oct 20 | Parent-Teacher Conf. (3-8 P.M.) |
| Oct 21 | Prof. Dev'/Flex Day-No Students |
| Nov 18 | End of 5 Weeks-2nd Qtr |
| Nov 22 | 5 Weeks Progress Reports |
| Nov 23-25 | Thanksgiving Holidays-No School |
| Dec 14-16 | Semester Tests |
| Dec 16 | End of 2nd Grading Qtr/End of 1st Sem |
| Dec 19-30 | Christmas Holidays-No School |
| Jan 2 | Professional Dev'l Day-No Students * |
| Jan 3 | First Day of 2nd Semester |
| Feb 3 | End of 5 Weeks-3rd Qtr |
| Feb 9 | Parent-Teacher Conf. (3-8 P.M.) |
| Feb 10 | Prof. Dev'/Flex Day-No Students * |
| Mar 3 | End of 3rd Grading Qtr |
| Mar 7 | Report Cards |
| Mar 20-24 | Spring Holidays-No School * |
| Apr 13 | End of 5 Weeks-4th Qtr |
| Apr 14 | Good Friday-No School * |
| Apr 18 | 5 Weeks Progress Reports |
| May 20 | High School Graduation |
| May 18, 19, 22 | Semester Tests |
| May 22 | End of 4th Qtr/End of 2nd Semester |
| May 22 | Last Student Day * |
| May 23 | Professional Dev'l Day * |
| May 24 | Professional Dev'l Day * |
| May 24 | Last Teacher Contract Day * |
| May 25, 26, 30, 31, June 1 | Make-up Days * |
| May 29 | Memorial Day-No School * |

* Maybe used as additional make-days as needed.

| January 2017 | | | | | | |
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| February 2017 | | | | | | |
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| March 2017 | | | | | | |
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| April 2017 | | | | | | |
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| May 2017 | | | | | | |
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| June 2017 | | | | | | |
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| Grading Attendance Quarters | |
|-----------------------------|-------------------|
| 1st Quarter: | Aug. 15 - Oct. 14 |
| 2nd Quarter: | Oct. 17 - Dec. 16 |
| 3rd Quarter: | Jan. 03 - Mar. 03 |
| 4th Quarter: | Mar. 06 - May 22 |

| Days/Totals |
|------------------------------------|
| 44 Days |
| 41 Days |
| 43 Days |
| 50 Days |
| 178 STUDENT DAYS |
| 10 STAFF DEV'L DAYS |
| 2 PARENT/TEACHER CONF. DAYS |
| 190 TEACHER CONTRACT DAYS |

Pottsville's Mission Statement
 It is the aim of Pottsville School District in partnership with the core values and hope of our community to create a learning environment that will produce lifelong learners, productive citizens, and successful contributing members of a global society.

