



Parent and Family Engagement Packet

2018-2019

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**River Valley Virtual Academy Parent Volunteer Survey
2018-2019**

Child's Name _____ **Grade** _____

Volunteer's Name _____

Relationship to Child _____

Phone _____ **Email** _____

___ **Please contact me to help with selections below.**

___ **Please contact me for other needs that may arise.**

___ **I can also assist in other ways (please list below)**

Ongoing Opportunities

___ **Field Experiences**

___ **Volunteer Experiences**

We value and need the volunteer time and energy you can give to support our school. As the year progresses and needs arise, you will be contacted. Volunteering makes a difference in your child's academic experiences and in long term success of our school.

How to Become Involved in Activities

- ❖ **Parent Information Sessions throughout the school year**
- ❖ **Open House**
 - **August 7, 2018 4:00 pm – 7:00 pm**
- ❖ **2 parent/teacher conferences**
 - **October 16th & 18th 3:30-6:30**
 - **March 12th & 14th 3:30-6:30**
- ❖ **Band/Choir Nights at VBSD Schools**
- ❖ **Meet the Coach—Athletic Nights**
- ❖ **School Newsletter**
- ❖ **Facebook page**
- ❖ **Twitter**
- ❖ **School Website**
- ❖ **Parent Center**
- ❖ **Report to the Public**
- ❖ **Band and Athletic Booster club**
- ❖ **Connexus grading system**
- ❖ **Remind 101**
- ❖ **Teacher Appreciation Week**

Roles of the Teachers, Parents, and Students

Teacher Responsibilities

As a Teacher, I will encourage and support all students' learning by doing the following:

- Maintain an open communication with parents by providing regular feedback on student progress.
- Create an online learning environment where students are given vast opportunities, a rigorous curriculum, and encouragement to reach their full potential.
- Hold high expectations for all students.
- Create a positive and safe learning environment while fostering independent learning so students will set goals and evaluate their progress toward these goals to become productive members of society.
- Treat each child with kindness and respect.

Parent Responsibilities (Created by Parent Involvement Committee)

We, as parents, will support our children's learning in the following ways:

- Support my child by serving as the Learning Coach
- Monitor daily lessons and grades
- Staying informed about my child's education and communication with the school by promptly reading and responding to all notices
- Attend parent-teacher conferences
- Provide a quiet study area for online learning

STUDENT RESPONSIBILITIES (created by River Valley Virtual Academy students)

We, as students, will share the responsibility to improve our academic achievement and achieve Arkansas's high standards. Specifically, we will:

- Log in daily to complete work in Connexus
- Communicate with teachers and staff at RVVA about concerns
- Monitor grades each week and discuss with parents and teachers
- Participate in field experiences and volunteer opportunities

Communication Between Teachers and Parents

School staff will use a variety of communication strategies to provide additional information to parents and to increase parental involvement. The following tools are used to communicate with parents:

- ❖ Email (located on school website)
- ❖ Phone
- ❖ Facebook
- ❖ Twitter
- ❖ Remind 101
- ❖ School Newsletter
- ❖ School Website
- ❖ Connexus Online Program

**River Valley Virtual Academy
Parent and Family Engagement Plan**

Parent and Family Engagement Committee Members	
NAME	POSITION
Jennifer Feeny	RVVA Coordinator
Dana Goodman	Teacher
Bryan Collins	Parent

1. Communication Strategies:

- The school will distribute a monthly newsletter to parents. It includes school news, a calendar of school activities, and parenting tips related to school achievement such as homework tips, organizational skills, and study skills. (Goodman-Teacher/Feeny-Coordinator)
- Parents can access their child’s grades using Connexus. Parents may use e-mail to communicate with members of the school staff. (Goodman-Teacher/Feeny-Coordinator)
- Teachers will routinely contact parents on an individual basis to communicate about their child’s progress. (Goodman-Teacher/Feeny-Coordinator)
- The school will provide to parents reports/report cards every four weeks with information regarding their child’s academic progress and upcoming classroom and school events.
- The school will send parents a parent-friendly letter that explains their child’s test results and standardized test scores. (Goodman-Teacher/Feeny-Coordinator)
- The school will offer parents a special workshop each year on the school’s approach to school improvement. (Goodman-Teacher/Feeny-Coordinator)
- The school will email brochures home about parent workshops and meetings. (Goodman-Teacher/Feeny-Coordinator)

2. Parent Meetings:

- The meetings will include parent training sessions to help parents understand how to enhance their child’s education. (Goodman-Teacher/Feeny-Coordinator)
- The meetings will be held at various times during the day or evening to better accommodate parents. (Goodman-Teacher/Feeny-Coordinator)
- Teachers will hold conferences individually with parents of children. Parents will be given a summary of the student’s test scores (during the school year) and an explanation of the interventions teachers are using to assist the child in reaching achievement goals. Parents will be asked to engage in discussion of how they can support these efforts. Parents will also be given suggestions for coordinating school-parent efforts and explanations of homework and grading procedures. (Goodman-Teacher/Feeny-Coordinator)
- The school will offer parents a special workshop each year to provide an explanation of the statewide assessment system, standards, and other accountability measures. (Goodman-Teacher/Feeny-Coordinator)
- The school will encourage parents in the following types of roles and activities to increase their involvement and support for student learning: (Goodman-Teacher/Feeny-Coordinator)
 - Caregiver support
 - Volunteer Experiences

- Field Experiences
- Parent education workshops
- Student orientation and Connexus 411
- Open House- August 7, 2018 4:00 pm – 7:00 pm
- Red Ribbon week
- Choir concerts
- Band concerts
- Booster club
- Parent-Teacher Conferences
 - October 16th & 18th 3:30-6:30
 - March 12th & 14th 3:30-6:30

3. Parent Volunteer Opportunities:

- The school will provide a list of volunteer opportunities and solicit ideas for other types of volunteer efforts. Teachers will explain the requirements to parents and encourage them to become involved in the school. Brief 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. (Goodman-Teacher/Feeny-Coordinator)
- The school will work with local schools to help provide a smooth transition from one school to the next by raising parent awareness of procedures and related activities. The school will host special orientation programs for parents and students to help with the transition. Parents will have the opportunity to meet the new teachers at the end of the school year. (Goodman-Teacher/Feeny-Coordinator)
- The school 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. * (Goodman-Teacher/Feeny-Coordinator)
- The State Board of Education’s Standards for Accreditation of Arkansas Public Schools and School Districts shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understand of effective parent and family engagement strategies. No fewer than three (3) hours of professional development 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. * (Goodman-Teacher/Feeny-Coordinator)

4. School-Parent-Compact:

- School staff, parents, and students will develop a school-parent-student compact. 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. (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)

5. Development, Implementation and Evaluation of the School Wide Improvement Plan, and the Annual Title I Meeting:

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way. (Goodman-Teacher/Feeny-Coordinator)
- The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. (Goodman-Teacher/Feeny-Coordinator)
- To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. * (Goodman-Teacher/Feeny-Coordinator)
- The school shall enable the formation of a Parent Teacher Association or organization that will foster parental and community involvement within the school. * (Goodman-Teacher/Feeny-Coordinator)

6. Resources for Parents:

- Parents may check out materials, use the computers at the school to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)
- The school will distribute Informational packets each year that includes a copy of the school's parent and family engagement 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, parent and family engagement 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...). * (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)
- 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. * (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)
- Create a parent center. (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)
- Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. * (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)
- The principal of each school in a school district shall designate (1) certified staff member who is willing to serve as a parent facilitator. * (Goodman-Teacher/Feeny-Coordinator: 479-471-3165)

7. Evaluation of Parent and Family Engagement:

- The school will engage parents in the annual evaluation of the Title I, Part A Program's parent and family engagement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers and school staff. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent and family engagement plan and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent and family engagement, a survey will also collect specific information on the (1) specific needs of parents; (2) effectiveness of specific strategies. (Goodman-Teacher/Feeny-Coordinator)

8. Use of Parent Interest Surveys:

- The school will ask parents to fill out a parent interest survey at registration or at the beginning of each school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. (Goodman-Teacher/Feeny-Coordinator)
- The school will use the results of the parent interest survey to plan the parent and family engagement activities for the year. (Goodman-Teacher/Feeny-Coordinator)
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation. (Goodman-Teacher/Feeny-Coordinator)
- The school will sponsor seminars 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. * (Goodman-Teacher/Feeny-Coordinator)

9. Annual Title I Meeting:

- The school will conduct an Annual Title I Meeting (August of each year) for parents of the students who participate in the Title I, Part A Program. (Jennifer Feeny-Coordinator)
- The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they 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. (Jennifer Feeny-Coordinator)
- For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. (Jennifer Feeny-Coordinator)