

AR  
Arkansas Virtual Academy  
4702 West Commercial, Suite B3  
North Little Rock AR 72116  
501-664-4225

### District Parent and Family Engagement Plan

**NEW this year!! Your 19-20 plan has been populated below. Please make revisions or delete and paste your updated plan for 20-21, as it will be carefully reviewed for meeting the new expectations as outlined in the webinar "[Key Components to an Approved FACE Plan](#)".**

<b>District Name:</b>	Arkansas Virtual Academy
<b>Coordinator Name:</b>	Gina Moore
<b>Plan Review/Revision Date:</b>	7/29/2020
<b>District Level Reviewer, Title</b>	Gina Moore, Parent & Family Engagement Coordinator

#### Committee Members, Role:

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Leah	Anthony	Parent
Brenda	Baker	Parent
Jimmy	Ball	Parent
Jessica	Beard	Parent
Melanie	Bobo	Parent
Susan	Boyer	Parent

#### Committee Members, Role:

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Kristina	Brenning	Parent
Jacquelyn	Brickey	Parent
Cynthia	Brooks-Weaver	Parent
Siobhan	Carpenter	Parent
Elizabeth	Carrus	Parent
Brandi	Coelho	Parent

#### Committee Members, Role:

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Teresa	Conroy	Parent
Jessica	Couch	Parent
Stacy	Curtis	Parent
Penny	Dean	Parent

Vonda	DeGree	Parent
Brandi	Domenick	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Olivia	Doriocourt	Parent
Sharon	Dyer	Parent
Corenna	Fall	Parent
Keitha	Fleeger	Parent
Rebekah	Flurnoy	Parent
Jennifer	Forbs	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Karen	Hall	Parent
Angela	Harrison	Parent
Stephany	Henderson	Parent
Jennifer	Honeycutt	Parent
Crystal	Jones	Parent
LaKeisha	Jones	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Donna	King	Parent
Tanya	Kinkade	Parent
Rhonda	Land	Parent
Sheila	Long	Parent
Teresa	Marshall	Parent
April	McFarland	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Angela	Nichols	Parent
Stephanie	Noles	Parent
Monica	Ortega	Parent
Jennifer	Paul	Parent
Julia	Pham	Parent
Jessica	Poynor	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
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Kristi	Purifoy	Parent
Lori	Ramsey	Parent
Alisa	Simpson	Parent
Tiffiney	Sims	Parent
Julie	Sipes	Parent
Christina	Smith	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Patricia	Smith	Parent
Linda	Stover	Parent
Carolyn	Taylor	Parent
Feather	Thompson	Parent
Rebecca	Towne	Parent
Margaret	Trent	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Karen	Walker	Parent
Angie	West	Parent
Angelia	Wilborn	Parent
Sarah	Willis	Parent
Heather	Wills	Parent
Shannon	Wilson	Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Jennifer	Zuzino	Parent
Margaret	Mathes	Employee/Parent

**Committee Members, Role:**

*(Select "Repeat" to open more entry fields to add additional team members)*

First Name	Last Name	Position
Beth	Moore	Parent Involvement Facilitator
Michele	Newnum	Title Programs Coordinator
Gina	Moore	Parent & Family Engagement Coordinator
Jessica	Stack	Elementary Principal
Ashley	Holder	Middle School Principal
Amanda	Felton	High School Principal

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## **1: Jointly Developed Expectations and Objectives**

*(Describe/List the District expectations and objectives for parent and family engagement. Describe/List how parents will be involved in the development of the district parent and family engagement policy. Describe/List how parents will be involved in the development and review of the School Improvement/Title I Schoolwide/Title I Targeted Assistance Plan and, if applicable, the Comprehensive Support and Improvement and the Targeted Support and Improvement plans. Describe/List how the District will submit to the State comments from parents who deem the LEA Plan unsatisfactory.)*

### **Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?**

1. Involve parents through an annual survey to improve school effectiveness, including questions to identify barriers to parent and family engagement. Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected.
2. Using the information from the survey, develop and disseminate a district Parent and Family Engagement plan, a schoolwide program plan, and support and improvement plans, in collaboration with parents, so that parents have the opportunity to give input and suggestions for revision of the district and school plans through surveys and participation in the Parent and Family Engagement Committee.
3. The plan establishes the district's expectations for parent and family engagement and includes programs and practices that enhance parent and family engagement and reflect the specific needs of students and their families. Any other appropriate components, policies, programs, activities or procedures required by federal law will also be included in the Parent and Family Engagement Plan.
4. The plan will be reviewed, updated, and submitted annually, by Aug. 1, 2020 for the 2020/2021 school year. It will be submitted to the Arkansas Department of Education, along with any comments from parents who deem the schoolwide plan unsatisfactory, posted on the ARVA website, and a parent-friendly summary will be shared with families as a supplement to the School Handbook.
5. Signatures will be obtained from families within the Student Handbook receipt survey acknowledging receipt of the District Parent & Family Engagement Plan summary.
6. Utilize district parent and family engagement committee to create a parent and family engagement plan and implement parent and family engagement activities as well as disseminate information to the community to promote parent and family engagement in the Title I, Part A schools. Parents and guardians of all grade levels are invited to participate in this committee via various schoolwide surveys and email conversations throughout the year, as well as through face-to-face interaction.
7. A District Parent and Family Engagement Committee will serve as a forum for parent suggestions for ARVA improvement. This committee reviews and evaluates the Parent and Family Engagement plans every year, collaborates to discuss ways to implement various aspects of the plan, discusses how funds reserved for parent and family engagement are allotted for activities, and works together on other issues that pertain to our school. The committee will also participate in the development of school-wide programs outside of the regular curriculum.
8. Incorporate the parent and family engagement plan into the schoolwide plan.

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## **2: Building Staff Capacity through Training and Technical Assistance**

*(Describe/List how the district will provide support and technical assistance to all its Title I schools in planning and implementing effective parent and family engagement practices, inclusive of school parent and family engagement policies/plans, school-parent compacts, and all Title I parent and family engagement requirements. Describe/List activities such as workshops, conferences, trainings, webinars, and online resources that will be used with school staff to build their capacity to work with parents as equal partners. Include information about how the district and/or schools will provide information related to school and parent programs, meetings, and other activities to parents in a format, to the extent practicable, and in a language that parents can understand.)*

### **Does the District Parent and Family Engagement Plan describe how the district will accomplish each**

### **of the required components?**

1. ARVA's model relies on a strong, effective working relationship between the family and the school. ARVA will enhance the awareness and skills of teachers, pupil service personnel, principals, and staff in reaching out to, communicating with, and working with parents as equal partners. ARVA ensures that all levels of staff, from the teachers to the general office personnel, understand how to reach out to and communicate with parents and families in order to build ties between parents and the school. ARVA teachers are required to complete no fewer than 2 hours of professional development each year in the area of parent and family engagement to enhance understanding of effective parent and family engagement strategies, and ARVA administration will receive no fewer than 3 hours of professional development in the area of parent and family engagement to enhance understanding of effective parent and family engagement strategies, the importance of administrative leadership in setting expectations, and creating a climate conducive to parental participation. This professional development is provided at our back to school training with refresher trainings throughout the year and consists of how to build effective, working relationships to partner with parents and families, communication strategies for a variety of families, using data to understand and remove barriers to communication and engagement, and working with other roles in the school to support the student and family. Ongoing refresher trainings provided throughout the school year ensure that new staff receives beneficial training and returning staff are updated on upcoming family engagement pieces for our school. Responsible person: Gina Moore, gmoore@arva.org, or Kristin Allen, kallen@arva.org.

2. Provide coordination, technical assistance, and other support to schools in: jointly-developing school parent and family engagement plans, implementing effective parent and family involvement activities, jointly-developing school-parent compacts.

3. Teachers, specialized instructional support personnel, principals, other school leaders, and those involved with families will be trained in: the value and utility of contributions of parents; how to reach out to, communicate with, and work with parents as equal partners; how to implement and coordinate parent programs; how to build ties between parents and the school; and who to reach out to for more support in these areas. The district will assist in the development of parent and family engagement groups at each school such as the Parent and Family Engagement Committee and the Parent Booster Program (parent organization), provide joint collaboration with parents, teachers, and other stakeholders by actively engaging them in the shared decision making within these groups, so that parent and family engagement programs, activities, and procedures are planned and implemented with meaningful consultation with parents. Staff will receive customer service training in order to ensure parents feel welcome when reaching out to the schools or district offices. Families are frequently spotlighted at staff professional developments so that staff can understand the families' needs and how to assist them. Monitor each Title I, Part A school to ensure that each school performs the following tasks:

1. Develop parent and family engagement policy.

2. Offer flexible meeting times.

3. Provide information to parents about the school's program, include parent information guide.

4. Develop and use the School-Parent Compact.

5. Provide training for parents in working with their child to improve academic achievement, to include training on the phone notification system in order to have real-time access to their child's attendance and achievement.

Responsible person: Gina Moore, gmoore@arva.org

4. Encourage parents to volunteer within the school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts. ARVA will encourage parents to volunteer within the school through the development of a volunteer resource listing, which compiles the interests and availability of parent volunteers. The volunteer resource listing is shared with all ARVA teachers and administration. Volunteer opportunities that allow parents to participate in shared decision-making, such as committees and the Booster Program (parent organization), will be included in the resource file. Volunteers will receive training, at least annually, in the area(s) in which they are to volunteer.

5. The District Parent & Family Engagement Plan will be reviewed, updated, and submitted annually, by Aug. 1, 2020 for the 2020/2021 school year. It will be submitted to the Arkansas Department of Education, along with comments from parents who deem the schoolwide plan unsatisfactory, posted on the ARVA website, and a parent-friendly summary will be shared with families as a supplement to the School Handbook. Signatures will be obtained from families within the Student Handbook receipt survey acknowledging receipt of the District Parent & Family Engagement Plan summary.

6. Ensure that information is sent in a language and format that parents and families can understand.

ARVA will also take the necessary steps to ensure that communication with parents with disabilities are as effective as communications with other parents to allow a parent with a disability an equal opportunity to participate in their child's education. Contact: Gina Moore, gmoore@arva.org or Michele Newnum, minewnum@arva.org

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### **3: Building Parent Capacity**

*(Describe/List activities, such as workshops, conferences, classes, online resources, and any equipment or other materials that may be necessary to support parents in helping their student's academic success. If applicable, describe how each discretionary item your district and parents chose will be implemented.)*

#### **Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?**

1. Provide assistance to parents in understanding: content, how to monitor a child's progress, the challenging State academic standards, State and local academic assessments, assessing student growth when State assessments were not completed, and how to work with educators to improve the achievement of their children by providing online informational meetings and disseminating literature, websites, and other information on these topics that can be used by the school/teachers during conferences. Contact Advisor or content teacher.
2. Convene an annual Title I meeting in the fall to inform parents of their school's participation in the development of the Parent and Family Engagement Plan and their right to be involved, along with the requirements of Title I, Part A. This meeting will include the rights of parents of students receiving Title I services (including their right to be involved in the development of the Parent and Family Engagement Plan), a description of the school's curriculum, information on forms of academic assessment used to measure student progress, and information on the proficiency level students are expected to meet. Responsible person: Michele Newnum, minewnum@arva.org
3. ARVA will provide materials and training to assist parents in supporting their child's academic achievement. Materials and training include, but are not limited to, access to the online school curriculum and tutorials, educational publications, school newsletter, supplemental online resources and assessment tools such as online workshops or resources on topics indicated in the parental needs survey such as literacy training and using technology and the harms of copyright piracy, schooling effectively at home, math instruction, and frequent parent-teacher conferences where specific strategies pertinent to the families'/students' needs can be addressed. Contact Advisor or content teacher.
4. Provide resources for parents to learn about child development, child-rearing practices, and academic strategies that are designed to help parents become full partners in the education of their child. Provide other reasonable support for parental involvement activities as parents may request. Responsible person: Gina Moore, gmoore@arva.org
5. Approve reasonable and necessary expenses associated with parent and family engagement activities.
6. Encourage parent participation through innovative scheduling of activities through strategies such as holding meetings at a variety of times, such as morning and evening, providing recorded sessions of some online training, and offering some meetings via email exchange in order to maximize the opportunities for parents to participate in school-related activities.

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### **4: Reservation and Evaluation**

*(Describe/List how the district will share with parents and family members the budget for parent and family engagement activities and programs and how parents and family members will be involved in providing input into how the funds are used. If the district does not receive a Title I, Part A allocation greater than \$500,000, then the district is not required to include a description of its Reservation of Funds. If a reservation is required, then a minimum of 90% of that 1% must go to the schools, with priority given to high-need schools. Describe/List actions for how the annual evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents and family members will play.)*

#### **Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?**

1. Reserve a minimum of 1% of the Title I, Part A allocation for parent and family engagement, with 90% going to Title I, Part A schools, with priority given to "high need" schools. These funds are used to develop and implement a Family Support Team (including wages, equipment, and training-related expenses) to provide families with a

comprehensive preparation and sustained support system for engagement in our schools. Contact: Amy Johnson, amjohnson@arva.org

2. Develop a District Parent and Family Engagement Plan, in collaboration with parents, so that parents have the opportunity to give input and suggestions for revision of the district and school plans through surveys and participation in the Parent and Family Engagement Committee. This will allow parents and families to be involved in the decisions regarding how funds reserved for parent and family engagement are allotted for parental involvement activities.

3. The District Parent and Family Engagement Committee will serve as a forum for parent suggestions for ARVA improvement. This committee reviews and evaluates the Parent and Family Engagement Plans every year, collaborates to discuss ways to implement various aspects of the plan, and ensures the funded activities and strategies are consistent with the District Parent and Family Engagement Plan. Contact: Gina Moore, gmoore@arva.org

4. Conduct an annual review of the effectiveness of the Parent and Family Engagement Plan. ARVA will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the Parent and Family Engagement Plan as it relates to needs, and strategies for increasing parental participation and identifying barriers to greater participation. Annual Review meeting facilitator: Gina Moore, gmoore@arva.org

5. Involve parents in the process of evaluating school improvement. The Parent and Family Engagement Committee will participate in the review of programs through survey analysis. Findings from the evaluation will be used to help design evidence-based strategies for more effective parental involvement. Contact Gina Moore, gmoore@arva.org or Michele Newnum, minewnum@arva.org

6. The Parent and Family Engagement Committee will, on a yearly basis, review and approve the plans for each school, sharing their feedback and suggestions for revisions.

7. The district and school-levels plans will be reviewed, updated, and submitted annually, by Aug. 1, 2020 for the 2020/2021 school year. The district-level plan will be submitted to the Arkansas Department of Education, along with comments from parents who deem the schoolwide plan unsatisfactory, posted on the ARVA website, and a parent-friendly summary will be shared with families as a supplement to the School Handbook.

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## **5: Coordination**

*(Describe/List how the district will coordinate with other organizations, businesses, and community partners to provide additional supports and resources to families such as public preschool programs or organizations to help students transition to elementary, middle, high, and postsecondary schools or careers.)*

### **Does the District Parent and Family Engagement Plan describe how the district will accomplish each of the required components?**

1. Coordinate parent and family engagement activities with other Federal, State, and local programs, such as preschool programs, as applicable, and assist parents with transitioning their student to kindergarten by providing to parents the contact information for programs like Head Start, HIPPPY, Parents as Teachers through links on school website and the school district's newsletter, providing kindergarten preparation workshops, and resources to parents of preschoolers. Responsible person: Michele Newnum, minewnum@arva.org, or Gina Moore, gmoore@arva.org

2. Conduct other activities, such as parent resource centers, that encourage and support parents. ARVA provides parent resource center for families with books and resources that are mailed to them. Because families are spread throughout the state, families are also provided with online resources through the monthly district newsletter throughout the year.

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**(See complete [Arkansas Guide for District Parent and Family Engagement Plan](#) for references)**

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## **ADE Reviewer Responses by Section**

**Section 1 - Jointly Developed Expectations and Outcomes**

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**Comments:**

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**Section 2 - Building Staff Capacity through Training and Technical Assistance**

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**Comments:**

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**Section 3 - Building Parent Capacity**

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**Comments:**

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**Section 4 - Reservation and Evaluation**

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**Comments:**

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**Section 5 - Coordination**

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**Comments:**