



4702 West Commercial Drive, Suite B3  
North Little Rock, AR 72116  
501.664.4225 office  
501.664.4226 fax  
www.arva.org

## ARVA Title I, Part A Program—District Parent Involvement Plan 2014-2015

### ARVA District Parental Advisory Committee Members

Gina Moore, Title I and Parental Involvement Coordinator

Beth Moore, Parent Involve. Facilitator/Teacher

Christina Cook, Teacher

Deborah Driesel, SPED and Testing Coor.

April Fortner, Engagement Coach

Leslie Frewert, Teacher

Hollie Gumm, Assistant Acad. Admin., K-6

Trisha Hill, SPED Teacher

Laura Larimore, Teacher

Amanda Lloyd, Engagement Coach

Annetta Lowrimore, Engagement Coach

Angie Maloch, Engagement Coach

Misty Mathes, Engagement Coach

Dawn Mitchell, Engagement Coach

Liz Montelaro, Teacher

Marlo Nelson, SPED Teacher

Kathryn Roset, Engagement Coach

Jennifer Shelby, Fam. Acad. Support Lead

Lauren Throneberry, Teacher

Yvonne Walbek, Teacher

Donna Acar, Parent

Barbara Bailey, Parent

Doug Bailey, Parent

Telitha Bair, Parent

Sandra Bottoms, Parent

Sarah Bramlett, Parent

Rachel Brittingham, Parent

Meagun Brockman, Parent

Tiffany Dickson, Parent

Jana Dismuke, Parent

Karathy Donahou, Parent

Dixie Dorflinger, Parent

Cassandra Dunn, Parent

Aimee Dyson, Parent

Amanda Fisher, Parent

Anita Fomin, Parent

Anne Freeman, Parent

Jackeline Freeman, Parent

Heather Fuselier, Parent

Tammy Hamilton, Parent

Connie Hassler, Parent

Cindy Hendren, Parent

Deresa Holler, Parent

Freda Jackson, Parent

Kelli Jordan, Parent

Casey Kelley, Parent

Sherry Lasseter, Parent

Bea Lehman, Parent

Christina McCafferty, Parent

Abby McCool, Parent

Tammy McIntire, Parent

Tracy Munday, Parent

Kristy Munroe, Parent

Julie Murie, Parent

Angella Nalley, Parent

Kathrine Passalaqua, Parent

Mandy Reynolds, Parent

Danielle Reid, Parent

Mark Powell, Parent

Kim Saneda, Parent

Barbara Schwede, Parent

Tracy Sealy, Parent

Amber Seibel, Parent

Christina Sparks, Parent

Wendy Stinson, Parent

Crystal Strickland, Parent

Kristy Westbrook, Parent

Brandi Westmoreland, Parent

## **PART I. GENERAL EXPECTATIONS**

The Board recognizes that parent involvement contributes to the achievement of academic standards by students participating in district programs. The Board views the education of students as a cooperative effort among school, parents and community. The Board expects that its schools will carry out programs, activities and procedures in accordance with the statutory definition of parental involvement. Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that parents:

- A. Play an integral role in assisting their child's learning;
- B. Are encouraged to be actively involved in their child's education at school; and
- C. Are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.

The board of directors adopts as part of this policy the following guidance for parent involvement. The **Arkansas Virtual Academy** agrees to implement the following statutory requirements:

- A. Put into operation programs, activities and procedures for the involvement of parents in all of its Title I schools consistent with federal laws including the development and evaluation of policy. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- B. Provide the coordination, technical assistance, and other support necessary to assist participating schools in the planning and implementing of effective parent involvement activities to improve student academic achievement and school performance.
- C. Build the schools' and parents' capacity for strong parental involvement;
- D. Conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of this policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation of parents in Title I-related activities, with particular attention to participation of parents with limited English proficiency, parents with disabilities and parents of migratory children.
- E. Involve parents in the joint development of the district Title I Application under section 1112 (ACSIP).

~ ~ ~ ~ ~

## **PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT-WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

**Goal 1: The Arkansas Virtual Academy will foster effective parental involvement strategies and support partnerships among school, parents, and the community to improve student achievement. ARVA will:**

1. Develop a district parental involvement 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 Parental Advisory Committee and Parental Involvement ACSIP Committee. The plan establishes the district's expectations for parental involvement, and includes programs and practices that enhance parental involvement 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

- parental involvement plan. The plan will be reviewed and updated annually and posted on the ARVA website by October 1st. Contact: Gina Moore, [gmoore@arva.org](mailto:gmoore@arva.org)
2. Conduct an annual meeting in the spring and/or fall to update the plan/policy for next year's Title I, Part A program. Meeting facilitator: Gina Moore, Title I and Parental Involvement Coordinator: [gmoore@arva.org](mailto:gmoore@arva.org)
  3. Reserve a minimum of 1% of the Title I, Part A allocation for parental involvement, with 95% going to Title I, Part A schools. These funds will be used to develop and implement a Family Academic Support Team (to include wages, equipment, and training-related expenses) to provide families with comprehensive preparation and sustained support for engagement in our schools. Contact: Scott Sides, [ssides@arva.org](mailto:ssides@arva.org)
  4. Utilize the parental involvement contact person at each of the Title I, Part A schools. The parent involvement coordinator and parent facilitator will work together to ensure parental involvement. Parental Involvement contact person for each school: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org) or Beth Moore, Parent Involvement Facilitator, [bmoore@arva.org](mailto:bmoore@arva.org).
  5. Conduct an annual review of the effectiveness of the parental involvement plan. ARVA will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement plan as it relates to strategies for increasing parental participation and identifying barriers to greater participation. Annual Review meeting facilitator: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
  6. A Parent Advisory Committee (PAC) will serve as a forum for parent suggestions for ARVA improvement. The PAC reviews and evaluates the parental involvement plans every year, meets to discuss ways to implement various aspects of the parental involvement plan, and collaborates on other issues that pertain to our school. The PAC will also participate in the development of school-wide programs outside of the regular curriculum through analysis of parent involvement surveys. Information from the surveys will be used to evaluate parental access to school information and will inform what enhancements may be needed to support our students and parents. Contact: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
  7. Ensure that information related to schools and parent programs is provided to parents in an understandable and uniform format, including alternative formats upon request, and to the extent practical in a language parents 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 by providing auxiliary aids and services when necessary to allow a parent with a disability an equal opportunity to participate in Title I meetings and programs. Contact: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
  8. Coordinate with 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, HIPPI, Parents as Teachers through links on school websites and the school newsletter; providing kindergarten preparation workshops; and providing access to a monthly online preschool story hour, including supplemental learning activities. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

**Goal 2: The Arkansas Virtual Academy will provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement.**

1. ARVA will provide materials and training to help parents work with their children to improve academic achievement. Materials include, but are not limited to, access to the online school (OLS) curriculum and tutorials, educational publications, school newsletter, supplemental online resources and assessment tools such as Study Island, DIBELS progress monitoring, and Scantron, online workshops/meetings on topics indicated by the parental needs survey such as Schooling Effectively At Home and math instruction, and frequent parent-teacher conferences where specific strategies pertinent to the family's/students' needs can be addressed. Contact classroom teacher or Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org).
2. Provide assistance to parents in understanding content, how to monitor a child's progress; standards, and academic assessments 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 classroom teacher.
3. Ensure that all levels of staff, from the teachers to the general office personnel, understand how to reach out to and communicate with parents in order to build ties between parents and the school. ARVA teachers will be provided no fewer than 2 hours of professional development in the area of parental involvement to enhance understanding of effective parental involvement strategies, and ARVA administration will receive no fewer than 3 hours of professional development in the area of parental involvement to enhance understanding of effective parent involvement strategies, the importance of administrative leadership in setting expectations, and creating a climate conducive to parental participation. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
4. Ensure that information related to schools and parent programs is sent to parents to the extent practical in a language and form parents can understand. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
5. Distribute the district parental involvement plan/policy to parents. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
6. Ensure that each school of the Arkansas Virtual Academy performs the following tasks:
  1. Develop parental involvement plan/policy.
  2. Offer flexible meeting times.
  3. Provide information to parents about the school's program, including 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.Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
7. Reinforce parenting skills to support the acquisition of academic skills and their application in real-life situations for parent use. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
8. Encourage parents to volunteer within the school through the development of a volunteer resource book, listing the interests and availability of parent volunteers. The volunteer resource book is shared with all ARVA teachers and administration. Volunteer opportunities that allow parents to participate in shared decision-making, such as ACSIP committees, Parental Advisory Committee, and Booster Program (parent organization) will be included in the resource book. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
9. Encourage parent participation through innovative scheduling of activities through strategies such as holding meetings at a variety of times, such as morning and evening and providing

recorded sessions of online trainings, in order to maximize the opportunities for parents to participate in school-related activities. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

10. Convene an annual Title I meeting in the fall that will include the rights of parents of students receiving Title I services (including their right to be involved in the development of the parental involvement plan/policy), a description or explanation 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: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

11. Provide training at least annually for volunteers who assist in an instructional program for parents. For example, training and support to parents who would volunteer with newly-enrolled parents through a mentor program would be provided prior to performing volunteer support. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

12. Conduct ongoing site visits to observe parental involvement practices. Parental Involvement Coordinator will work with the school-level Parent Involvement Facilitator to ensure practices are in place and consistent. Parental Involvement meetings, to include the Parent Involvement Facilitator and parents, will review documentation periodically for review. Responsible person: Gina Moore, Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

### **Goal 3: The Arkansas Virtual Academy will build the school's capacity for strong parental involvement.**

1. Provide information to participating parents in such areas as national, state, and local education goals, including parents' rights as defined in Title I, Part A. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

2. Assist in the development of parent engagement groups at each school such as Parental Advisory Committee, Parental Involvement ACSIP 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 parental involvement programs, activities, and procedures are planned and implemented with meaningful consultation with parents. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

3. Encourage or develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

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. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

5. Involve parents through an annual survey to improve school effectiveness. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

6. Approve reasonable and necessary expenses associated with parental involvement activities. Responsible person: Scott Sides, Head of Schools, [ssides@arva.org](mailto:ssides@arva.org)

7. Provide other reasonable support for parental involvement at the request of participating Title I, Part A schools. If additional support is needed, schools should contact Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org).

**Goal 4: The Arkansas Virtual Academy will conduct, with the involvement of parents, ongoing evaluation of the content and effectiveness of the parental involvement policy as it relates to strategies for increasing parental participation and identifying barriers to greater participation.**

1. Survey parents annually, including questions to identify barriers to parental involvement. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
2. Provide an opportunity for the parents to assist in the development of the evaluation procedures, including analysis of data collected. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
3. Develop procedures for collecting parent participation documentation through sign-in lists for workshops, meetings, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
4. Use finding from evaluation process to
  1. Make recommendations to each participating school for parental involvement plan/policy revision.
  2. Provide suggestions for designing school improvement policies, as they relate to parental involvement.Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)
5. Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. This report will be shared annually with families via a Parental Involvement meeting and will be available on the Strong Start website for review by the community. Responsible person: Gina Moore, Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

**Goal 5: Involve parents in the joint development of the district Title I Application under section 1112 (ASCIP).**

1. Recruit parents to serve on the district Parental Involvement ACSIP committee to develop, evaluate, and update the Title I Application. Each school in Arkansas develops an Arkansas Consolidated School Improvement Plan (ACSIP). This plan serves as the school's application for all federal programs administered by the Arkansas Department of Education. ACSIPs integrate student achievement and school level data readily available to schools for use in building their plans. Responsible person: Gina Moore, Title I and Parental Involvement Coordinator, [gmoore@arva.org](mailto:gmoore@arva.org)

~ ~ ~ ~ ~

**PART III. ADOPTION**

This district-wide parental involvement plan/policy has been developed jointly with, and agreed upon with, parents of children participating in Title I, Part A programs. This plan was adopted by the Arkansas Virtual Academy on October 1, 2014 and will be in effect for the period of October 1, 2014 to September 30, 2015. The school district will distribute this plan/policy to all parents of participating Title I, Part A children on or before October 1, 2014.