



ROGERS HERITAGE HIGH SCHOOL
1114 S. 5th Street
Rogers, AR 72756
479-631-3579

**PARENTAL INVOLVEMENT PACKET
2018-2019**

1. Heritage High School's Parental Involvement Program

- ✚ See Parent Involvement Plan outlining the following standards:
Parent Involvement plan can be found on the District website
www.rogersschools.net →click on Parents→click on Parental Involvement→click on link to view District & School Parental Involvement Plans

STANDARD I:	Parenting
STANDARD II:	Communication
STANDARD III:	Volunteering
STANDARD IV:	Learning at Home
STANDARD V:	Decision Making
STANDARD VI:	Collaborating with the Community

2. Recommended Role of the parent, student, teachers, and school:

Student achievement should be utmost in all thinking and all stakeholders must share a common vision and a purposeful plan.

✚ Parents should:

1. Make sure your student is on time and attending school regularly.
2. Support the school discipline policy.
3. Establish a time for homework and review homework regularly.
4. Provide a conducive learning environment
5. Encourage your child's efforts and be available for questions.
6. Stay aware of what your child is learning.

✚ Students should:

1. Attend school regularly.
2. Come to school each day with necessary supplies.
3. Complete and return homework assignments.
4. Observe regular study hours.
5. Conform to the rules of school conduct.

✚ Teachers/School should:

1. Provide appropriate and meaningful homework assignments.
2. Provide necessary assistance to parents so they can help with assignments.
3. Encourage students and parents by providing information about student progress.
4. Use special activities in the classroom to make learning enjoyable.
5. Provide an environment that allows for positive communication between the parents, students, and teachers.

A Spanish version of this packet is also available at the Heritage High School office.

3. Ways for the parent to become involved in the school and his/her child's education:

- ✚ An important component for the parent involvement program is that you as parents become actively involved. Involvement could be reviewing homework at home, volunteering at HHS, doing clerical work for teachers or office staff, chaperoning field trips, and/or assisting with club activities. Joining PTO also offers many volunteer opportunities. Also see Standard III in the Parent Involvement Plan.

- ✚ Non-English speaking parents of ESOL students also have an opportunity to better assist and support their children by participating in [FREE English](#) and/or [computer literacy](#) classes offered by the Rogers Public Schools.

4. A survey for the parents regarding his/her interest concerning volunteering at the school

- ✚ Survey is attached (PTO Volunteer form).

5. Activities planned throughout the school year to encourage parental involvement

To welcome parents into the school, the school shall:

1. Have school policies or procedures that encourage a parent to visit the school.
2. Ensure that greetings and signage create a climate in which parents feel valued and welcome.
3. Educate and assist staff members in creating a climate that is inviting and utilizing volunteer resources.
4. Use the community's members as guest speakers and as formal/informal mentors.
5. Engage in other activities determined to welcome parents.
 - a. Visitor nametags are provided in the main office
 - b. Utilize social media to welcome, inform, and show appreciation to parents during the school year.
 - c. Recognize and thank volunteers
 - d. Provide opportunities through site council for parental involvement to directly correlate with student learning.
 - e. Provide opportunities for parents to be involved in the following organizations:
 - PTO (Parent/Teacher Organization)
 - Booster Clubs
 - Site Council

To encourage communication with parents, the school will:

1. Provide enrollment packet/information packet/Student Handbook that include the following:
 - a. The school's Parental Involvement Plan in both English and Spanish. (Note: See Parental Involvement Plan)
 - b. A system to allow parent and teachers to communicate in a regular, two-way, meaningful manner with the child's teacher and the school's administrative staff.
 - c. School webpage address <http://rogersschools.net>
 - d. Information regarding available parenting classes or workshops, opportunities to get involved at Heritage, and other details on upcoming events and services and the various

methods this information will be dispersed in both English and Spanish.

2. All parents will be invited to various on-site parental involvement meetings, including, but not limited to:
 - a. Open House
 - b. Parent/Teacher conferences—one in October and one in February
 - c. 8th grade Parent Night/Freshman Orientation/Parent Night
 - d. College and career information
 - e. PTO/Booster Clubs
3. Utilize and provide staff development for communication techniques seeking to facilitate two-way interaction between parents and teachers, conferences, phone calls, emails, letters, etc.
4. Provide clear information regarding course expectations and offerings, student placement, school activities, student services, and optional programs. During spring registration, all families will be provided access to the online course catalog.
5. Communicate student progress in the following manner:
 - a. Provide students with report cards and progress reports
 - b. Provide parents and students access to their student's grades and attendance via the Home Access Center (HAC). The computers in the counseling office are available to access HAC.
 - c. Semester report cards will be sent to parents—first semester via student, second semester via mail.
 - d. Teachers will provide updated expectations and grades to parents
 - e. Parents will be notified by phone when report cards are issued.
6. Encourage immediate contact between parents and teachers when concerns arise.
 - a. The steps at which to resolve concerns can be found by going to:

District website—District—Policies—Section K—Policy KN

- If the concern is not solved at the building level, there is a district policy that is to be followed. It is listed here:

District website----District----Policies---Section K----Policy KN---Form

7. Translate all communication to assist non-English speaking parents. The district will provide translators for Parent/Teacher conferences, registration meetings, and all other meetings that assist parents in helping their children improve their academic achievement and becoming active participants in the education of their children. Assistance will be provided in the form of making phone calls for teachers, interpret during parent/teacher conferences, translate notes to or from home, and other duties that increase and improve communication.

8. An interpreter/liaison will be available in order to help build trust and help bridge language barriers between parents and school staff. The goal is to encourage parents to participate in their children's school experience.
9. Provide access to a Family ESOL program that provides resources to students and empowers parents to become active participants in their child's education.
10. Communicate with parents regarding positive student behavior and achievement, not just misbehavior/failure. Teachers will communicate via email, phone, notes, and/or conferences.
13. Provide opportunities for parents to communicate with principals and other administrative staff.
 - a. Email, phone calls, conferences, and open houses
 - b. PTO meetings at both the school and district level
11. Promote informal activities where parents, staff, and community members can interact.

Parental Involvement Coordinator: Mrs. Ericha Shaffer
Counselor, Business Academy
Rogers Heritage High School
Ericha.Shaffer@rpsar.net



Welcome to Rogers Heritage High School Parent Teacher Organization (PTO)!

Our goal is to enhance the educational experience for our students!

2018-19 Membership Form (Please print clearly)

Parent/Guardian Name(s) _____

Address _____

Student Name(s) _____

Student Grade(s) _____

Parent email _____

Cell Phone _____ Other contact _____

Membership Fee (per family)- \$10.00

Sponsoring Membership (per family)-\$100.00 (get a free T-shirt)

Designated Donation \$ _____ for _____ (Teacher Appreciation, counselors, etc.)

Please make checks payable to *HHS PTO*.

Your Membership Fee goes to support programs listed below and other activities to benefit students.

Times you are available: (Please circle) weekdays weeknights weekends call me as needed

I am willing to donate items throughout the year (food for teachers, counselor’s needs, etc.) yes no

I am willing to donate my time throughout the year (serve meals, help in office, etc.) yes no

We will put you on our email distribution list so you will know of upcoming activities.

Contact Cindy Miller with further questions—call or text 479-381-2449 or millercinjo@cox.net.

Being active in Heritage PTO is one of the best ways to know what is happening in the school.

Your help is needed and greatly appreciated!

We look forward to working with you! Go War Eagles!

Please return form with packet or to front office! Thank you!

RHHS Parental Involvement Plan (2018-2019)



Standard I: Parenting

Parenting skills are promoted and supported

1. Maintain the Parent Center in the following manner:
 - Provide printed resources in both English and Spanish, and pertinent websites, social media, and numbers for community resources.
 - Utilize the school website/social media to promote current resources available.
2. Plan and engage in other activities determined to be beneficial in promoting and supporting responsible parenting.
 - Provide information in both English and Spanish regarding free parenting classes via social media and in the Parent Center.
 - Inform parents of family ESOL classes provided by Rogers Public Schools.

Standard II: Communication

Communication between home and school is regular, two-way, and meaningful.

1. Provide family enrollment packet, information packet, Student Handbook that includes the following:
 - The school's *Parental Involvement Plan* in both English and Spanish.
Please note: Both the *Parental Involvement Plan* and a more detailed version of the plan, the *Parental Involvement Packet*, may be accessed in both English and Spanish via the district website.
District website—Parents—Parental Involvement--HHS
 - A system to allow meaningful parent and teacher communication in a regular, two-way manner with the child's teacher and/or the school's administrative staff.
 - School webpage address <http://rogersschools.net/>
 - Information regarding parenting classes/workshops, opportunities to get involved at Heritage, and other details on upcoming events and services and the various methods this information will be dispersed.
2. Invite all parents to various on-site parental involvement meetings such as:
 - Open House
 - Parent/Teacher Conferences—one in October and one in February
 - 8th grade transition meetings/Freshman Orientation/Parent Night
 - College and career information
 - Site council
 - PTO/Booster Clubs
3. Utilize and provide staff development for effective communication techniques seeking to facilitate conferences, phone calls, emails, letters, etc. to share student strengths, academics, and learning preferences.
4. Provide information regarding course expectations, offerings, student placement, school activities, student services, and optional programs. During spring pre-registration, families will be provided access to the online course catalog.
5. Communicate student progress in the following manner:
 - Provide report cards/progress reports.
 - Provide parents access to HAC (Home Access Center) to view attendance, grades, and/or email teachers. The computers in the counseling office are available to access HAC.
 - Send semester report cards home to parents—1st semester via student, 2nd semester via mail.
 - Notify parents when report cards are issued.
 - Teachers will provide updated classroom expectations and grades to parents.
6. Encourage immediate contact between parents and teachers should concerns arise.

- The steps to resolve concerns can be found by going to:
District website—District—Policies—Section K—Policy KN
- If the concern is not resolved at the building level, the district policy to be followed may be found by going to:
District website---District---Policies---Section K---Policy KN-Form

7. Provide translators to bridge language barriers between parents and school staff.
8. Provide access to a family ESOL program.
9. Communicate with parents regarding positive behavior/achievement via email, phone, notes, and/or conferences.
10. Provide opportunities for parents to communicate with principals and other administrative staff.
 - a. Email, phone calls, conferences, and/or open houses.
 - b. PTO meetings at both the school and district level.
11. Promote informal activities where parents, staff, and community members can interact.

Standard III: Volunteering

Parents are welcome in the school. Their support and assistance are valuable to the success of the school.

1. Have school policies/procedures that encourage parents to visit the school.
2. Ensure that greetings and signage create a climate in which parents feel valued and welcome.
3. Educate and assist staff members in creating an inviting climate and utilizing volunteer resources.
4. Use the community's members as guest speakers and as formal/informal mentors.
5. Engage in other activities determined by the school to welcome parents.
 - a. Visitor name tags are provided in the main office.
 - b. Utilize social media to welcome, inform, and show appreciation to parents during the school year.
 - c. Recognize and thank volunteers.
 - d. Provide opportunities via Site Council for parental involvement, which directly correlates with student's learning.
 - e. Provide opportunities for parents to be involved in the following organizations on campus:
 1. PTO (Parent/Teacher Organization)
 2. Booster Clubs
 3. Site Council

Standard IV: Learning at Home

Parents play an integral role in assisting and promoting student learning.

1. Provide suggestions for creating a conducive learning environment.
2. Promote active participation in physical activities, workforce education, community opportunities, and volunteerism.
3. Ensure parents are informed about the district's wellness practices.

Standard V: Decision Making

Recognize that parents are full partners in the decision making process that affect his/her child and/or family

1. Publish the school's process via social media for resolving parental concerns.
2. Publish information on how to be an active parent.
3. Actively participate in Parent/Teacher Organization (PTO), which is a parental involvement advisory committee.
4. Treat parental concerns with respect and demonstrate genuine interest in developing solutions.

Standard VI: Collaborating with the Community

Recognize that community resources strengthen school programs, family practices, and student learning.

1. Utilize community resources
 - a. Seek support for students and parents by contacting local businesses for coupons/prizes for activities/events.
 - b. Local business leaders as guest speakers
 - c. Student organizations with parental/teacher assistance will service non-profit agencies in the community.
 - d. Develop partnerships with local businesses and service groups.

Parental Involvement Coordinator: Mrs. Ericha Shaffer, MSE
Counselor, Business Academy
Rogers Heritage High School
ericha.shaffer@rpsar.net



Rogers Public Schools

where all **belong**, all **learn**, and all **succeed**

500 West Walnut Street • Rogers, AR 72756 • www.rogersschools.net • (479) 636-3910

• Fax (479) 631-3504

Dr. Marlin Berry, Superintendent

Dear Parent:

In December 2015, former President Barack Obama signed the Every Student Succeeds Act into law. Parents continue to have the same rights as they did under “No Child Left Behind”.

Under ESSA, parents have a right to know the professional qualifications of their children’s teachers(s). This letter is to inform you of your right to ask for the following information about each of your child’s classroom teachers:

- Whether the state of Arkansas has licensed or qualified the teacher for the grades and subjects he or she teaches (Note: We are also required to send a notice to parents affected if the teacher is not fully licensed, so if you haven’t received such notice, your child’s teacher(s) is/are fully licensed.)
- Whether the teacher is teaching under an emergency permit or other provisional status through which state licensing criteria have been waived.
- The teacher’s college major, whether the teacher has any advanced degrees, and, if so, the subject of the degrees.
- If any time your student has been taught for four (4) or more consecutive weeks by a teacher(s) that is not highly qualified, then you will be notified by the school.

You also have the right to request information regarding the qualifications of the paraprofessional(s) assisting your child’s teacher(s). If your child is receiving Title I, Part A services from a paraprofessional, then our district or school is able to provide you with the following information:

1. Whether the paraprofessional has completed at least two years of study at an institution of higher education.
2. Whether the paraprofessional has completed an associate’s degree (or higher).
3. Whether the paraprofessional has met a rigorous standard of quality through our state’s certification procedure for determining the quality of paraprofessional staff.
4. Whether the paraprofessional has: (a) the knowledge of and ability to assist in instructing reading, writing, and mathematics or (b) the knowledge of and the ability to assist in learning activities, such as homework, reading readiness, writing, mathematics, and other support as appropriate.

If you would like to receive specific information about your child’s teacher or paraprofessional, please visit our office at 500 West Walnut Street to fill out a Parent Request Form. A response will be mailed to you within ten working days from the date of the request. Our office is open from 7:30 a.m. to 4:30 p.m. Monday through Friday.

Our district is fully committed to the success of your child. We appreciate your partnership in our efforts.

Sincerely,
Dr. Roger Hill
Assistant Superintendent for Human Resources