

VOLCANO SCHOOL OF ARTS & SCIENCES

Parent & Student Handbook 2009 – 2010

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VOLCANO SCHOOL OF ARTS AND SCIENCES VISION

“Learning Through Volcano’s unique natural and cultural resources today to become global citizens tomorrow.”

The mission of the school is to:

- Focus on the unique ecosystems and geology of the Volcano area
- Cultivate responsibility for nature and the environment
- Involve the community in ongoing partnerships
- Provide a solid academic foundation for all students
- Encourage creative problem-solving and critical thinking
- Provide avenues for creative self-expression through the arts
- Teach practical life skills
- Offer a rich multicultural program
- Nurture respect for and understanding of Hawaiian culture
- Foster social responsibility and respect for others
- Impart a lifelong love of learning
- Serve the Volcano community
- Celebrate the learning successes of all children

All in a safe and supportive “learning village” environment

It is our belief that education is more meaningful to children when presented in an environment that is familiar, that relates to their home life, and that allows for discovery-based experiential learning and multi-sensory activities that reinforce curriculum instruction.

Elements of Educational Framework

The Volcano School will enhance learning through:

- Student-centered learning
- Inquiry-based teaching strategies
- Development of problem solving skills: critical thinking and creativity
- Development of independent research skills
- Promotion of collaborative learning
- Interdisciplinary instruction
- Partnerships with art, science and community organizations
- Varying instructional styles

ADMISSION PROCEDURES

New Students

If space is available, students may be enrolled in any grade during the summer or during the first trimester. New students generally will not be admitted during the third trimester. If more students apply than spaces available, students will be considered in the order they are placed on the waiting list.

When parents are notified that space is available for their child, they may pick up an enrollment form in the office. Sometime before the new school year, a meeting with the student's teacher may be scheduled. Required forms and information will be distributed to parents and must be filled out and returned as soon as possible to complete registration.

The parent will need to contact the student's previous school to let them know that the student is changing schools. That school will give the parent a release form and a copy of the health record, lunch status form and birth certificate that must be brought to Volcano School. Our office will then contact the student's previous school to request the remainder of the student's school records.

Returning Students

Students already enrolled at Volcano School of Arts and Sciences must notify the office by May 1 if they are planning to return the following year. A reminder will be sent in the appropriate InfoFlo.

Special Needs Students

Students identified with special needs will be admitted and accommodated in accordance with State and Federal Laws, as well as our mission to "celebrate the learning of all children." The preliminary goal is to accommodate these students in the regular education classroom; however, some pull-out classes or other special accommodation may become necessary as the needs of the student dictate. Each student will be placed in the least restrictive educational environment appropriate to their needs. Students with profound needs that Volcano School is not staffed or equipped to provide will be referred to the regular public school system.

GENERAL PROCEDURES

School Hours

The first bell rings at 7:55 AM, and school is out at 2:15 PM every day, Monday through Friday. Students may not be on campus before 7:15 AM and must be picked up by 2:30 PM, except students enrolled in school-sponsored after school activities. The school provides no supervision when students are not allowed on campus.

The kindergarten through sixth grade after school program will run from 2:15 PM until 5:30 PM on all days.

Student Drop-off and Pick-up

Do Not Leave Your Car Parked in the Traffic Flow to Pick Up Your Children, visit with teachers or friends, or go to the office.

ALL STUDENTS should be dropped off in front of the multi-purpose room by 7:55 AM and should immediately sign in. **PLEASE DO NOT DROP OFF MIDDLE SCHOOL STUDENTS AT THE “BUBBLE” or CLASSROOMS.** Middle school students arriving before 7:30 must stay at the multi-purpose room until 7:30.

All students are picked up in front of the multi-purpose room. **PLEASE DO NOT STOP TO PICK UP MIDDLE SCHOOL STUDENTS AT THE “BUBBLE.”** Students not in the after school program or school-sponsored after-school activities must be picked up no later than 2:30.

Attendance

Attendance is an essential part of quality education. Good school attendance is compulsory in Hawaii and is essential component in the education program at Volcano School of Arts & Sciences. Student success is dependent on regular attendance. We are committed to helping families in maintaining good school attendance. Our school counselor is available to assist with any issues which may be impacting your child that are preventing consistent attendance at school. We ask your cooperation in promoting a good attendance record for your child and contributing to your child's success and enjoyment in school.

Absences

If your child is absent from school, please assist us by doing the following:

- 1) Notify the school office promptly by phone at 985-9800.
- 2) When your child returns to school, send a note indicating the name of your child, date (s) of absence, and reason or absence from school. **A written note is required for every absence from school.**
- 3) The nature of instruction at Volcano School of Arts & Sciences requires students to be present for instruction. Rarely can work be “sent home” since student attendance & interaction forms the basis of much of the instruction. However, if your child will be absent for more than two days, please let the office know and the portion of class work that can be sent home will be arranged.

- 4) If your child is out due to illness, injury, or a medical reason for more than three consecutive days or eight cumulative days, please provide a doctor's note.

Student attendance records are a part of the child's permanent file. We are required to keep track of the student's excused and unexcused absences as well as tardies to school. An **excused** absence from school is due to the following reasons:

- 1) Illness, injury, or a medical reason for non-attendance to school.
- 2) Family crisis which may prevent a child from attending school such as death in the immediate family. Three days are allowed for such crisis.

Absent for any other reason would be considered **unexcused**.

Excessive Absences

Excessive absences negatively impact your child's academic and social success and participation in the many hands-on learning activities that our school provides for students. After **five absences**, parents will receive a letter from our school counselor notifying you of the absences. After **ten absences**, your child will "owe" time after school to get help catching up with assignments. After **twelve absences**, we will ask that you come into school to discuss the issues impacting your child's school attendance and to make a plan to address those issues. The school is required to file a petition of non-attendance with the Family Court if a student has an excessive number of absences. If a pattern of absences is on-going, further action potentially leading to a petition in family court will become necessary. An illness or family crisis as described above will be considered on a case-by-case basis.

Tardiness

All students are expected to arrive by 7:55 in order to sign in and be in class by school start time of 8:00. Excessive tardiness is disruptive to the class and to your child's progress. After **five tardies**, students will "owe" school time after school to get help catching up with assignments. After **eight tardies**, we will ask that you come into school to make a plan to address the issues impacting your child's on-time arrival to school. If a pattern of **excessive tardiness** occurs, further administrative action by the school may be taken.

Should your child be late to school, please assist us by doing the following:

- 1) Bring your child to the school office, or provide your child with a note indicating the reason for his/her tardiness.
- 2) Call the office if your child is going to be tardy due to a doctor's or dentist visit, or other appointment.

We ask your cooperation in assisting us to provide a quality education by making sure that your children are in school on time and on a consistent basis.

Early Pick-up

Students are expected to remain in school until dismissal time. If it should be necessary for your child to leave school early, please provide a note stating the reason for your child's early pick-up and follow the early pick-up procedure:

- 1) Come to the office first and sign out your child on the student sign-out binder. If you have not already done so, please provide a note stating the reason for your child's early pick-up. Please make sure that only adults that you have designated in writing come to pick up your child.
- 2) Get the purple release paper signed by an office staff person and take this to show to your child's teacher before taking your child off campus.

School Lunch

Lunch time is an important time for building social skills. All students, whether they bring home lunch or purchase hot school lunch are required to eat in the lunchroom and participate in the structure of the lunchroom activities, including waiting for others, exercising proper manners, and helping with lunchroom cleanup.

Hot school lunch is purchased from the Department of Education and is part of the National School Lunch Program. Free or reduced price lunches are available based on income. Please check in the office for the appropriate forms. Lunch bills are sent home in the InfoFlo packet. To assure an accurate count of school lunch orders please call Tammy or Peggy (985-9800) before 8:15 AM if your student(s) will be arriving late.

On-time payment of lunch bills is required. Students with delinquent lunch bills will be asked to bring home lunch.

After-School Program for Kindergarten Through Sixth Grade

The After-School program is available for kindergarten through sixth grade children of working parents. Forms are available in the office. The After-School program phone number is: 985-7223.

ACTIVE PARENT INVOLVEMENT

Active parent involvement with homework is the most important factor in both a student's academic success and in their behavior at school. To help children be successful learners both at school and at home parents are encouraged to:

- Talk often with your child about school. This goes far beyond asking if your child has homework. Instead of a pattern of nagging, children should know by frequent conversation that parents care first of all about their well-being and future, and that care about school success is part of caring about them. Parents must be willing to engage in two way conversation, (or one-way from the student) and let, or encourage, the student talk for several minutes about school each day. Asking for a simple yes or no about whether they have homework cuts off this dialogue and shows your child that their schooling isn't important enough for you to take time.
- Be available if students have a question, whether it is about school or something else. Concerns outside of school often hamper academic achievement.
- Parents can support their children by looking over homework and giving suggestions, and may work cooperatively on special interest projects, but should not do the homework for students.
- Communicate regularly with teachers. Ask teachers to clarify expectations.
- Make sure students have all the supplies they need. By talking with students about school every day, parents should be aware of the kinds of projects students are doing and assist with supplies.

Parent Participation at School

Parents are vital to their child's academic success as the first and most important teacher they will have. Parents are also vital at Volcano School in the operation and well-being of the school. Expectations for parents are as high as they are for students—setting expectations for student behavior and achievement and for volunteering at the school in one, or several, capacities: Board and committee members, tutoring, construction, supervision, facilities maintenance, or other areas that lead toward the benefit of our students.

Volunteers

Parents of Volcano School students are required to donate a minimum of four hours each year to the school.

The founders of The Volcano School of Arts & Sciences were all volunteers. Therefore, the Board understands the importance and power of the volunteer effort. We know that the school needs volunteers to succeed and that they are an important component of the overall school climate.

Volunteering takes many shapes. You may want to help out in your child's classroom, supervise lunch recess, be in charge of a classroom phone tree, assist on field trips, give needed clerical assistance, be a Board member, fix things around the school, or do many other things that help the school. The Parent Teacher Organization will be contacting you to coordinate some of these volunteer projects.

Board Membership & Committees The membership runs for alternating two year terms and all parents are encouraged to consider running for one of these positions. All parents are encouraged to attend the board meetings. Times and dates are printed in the InfoFlo.

There are also several committees that parents can participate in but do not need to be a board member. They include the Fundraising and Facilities committees. Speak to a board member or the office if you are interested.

Applying to be a regular or long-term school volunteer All long-term volunteers must fill out a background check form, provide volunteer or work references and have current **TB clearance**. This process takes a few days, but is required for any on-campus volunteering. Please see the office for any necessary paperwork.

PARENT-TEACHER CONFERENCES

Parent-teacher conferences are a required part of parent participation. Conferences for the parents of all children will be scheduled at the end of the first trimester. Parents may schedule additional conferences with individual teachers as the need arises at any time throughout the year. Please do not wait for the school to schedule a conference if you have concerns that you feel need immediate attention.

Because of their role in teaching their child, parent communication with the school is extremely important. Parents are welcomed and encouraged to stay in close contact with teachers and others at the school. Parents with access to email are asked to provide their email address to the office. Teachers find that this is the easiest way to stay in close contact with parents.

Parent Observations in the Classroom

If you wish to observe your child's classroom, please arrange a time with your child's teacher. Visitations are for quiet observation of the classroom. This is not a time to conference with the teacher regarding your child.

PARENT CONCERNS

(Policy adopted October 27, 2005)

It is important to get to know your child's teacher and the Education Director and to make a habit of talking with your child about school every day. This will not only help your child know that you care about them and their education, but it will help when concerns arise at school.

When You Have Concerns About School

Parents are encouraged to communicate with their child's teacher on a regular basis. Open discussions with the Education Director, other parents, and community members often result in new ideas that benefit the school. These open discussions, however, are not necessarily the best way to deal with specific concerns you have about your child. The Volcano School of Arts and Sciences Board have recommended the following processes to help parents and their children find positive resolutions in the quickest way possible.

Communication With Your Child's Teachers (Informal Problem Solving)

Maintain an open, positive relationship with your child's teacher. If you are unsure about a situation, call or talk to the teacher for clarification. By already having a positive relationship with your child's teachers, you will feel comfortable going to the teacher first and working out a solution together. Most concerns can be explained or problems solved through an informal phone call or meeting.

Formal Problem Solving Procedure Should you feel, after trying to solve problems informally, that your concerns have not been addressed, our board has adopted the following two step process to help parents and their children find positive resolutions in the quickest way possible.

1. **Teacher meetings** Parents are encouraged to meet with their child's teacher **FIRST** whenever they have a concern about schoolwork, behavior or anything else that occurs during the school day. **Parents are asked to make an appointment with the teacher that occurs outside the regular school day** and teachers will schedule the meeting as soon as possible.
2. **Education Director** If, *after meeting formally with your child's teacher*, you do not feel adequate steps are being taken to address your problem, please make an appointment with the Education Director. The Education Director will hear your concerns, discuss them with the teacher and help reach a resolution that is in the best interest of your child.

3. **VSAS School Board** We expect all problems to be solved between the parent, teacher or staff member and administrator. In the chance that this does not happen, you may address the school Board. If, *after speaking with your child's teacher AND the administrator*, you feel there is no resolution to your concern, you may request time to address the Board. Please contact a parent representative on the Board so that you may be put on the agenda for the next board meeting. If you are unable meet with the administrator, or uncomfortable speaking with the administrator, you may contact a parent representative who will then address your concern with the administrator, and you will be put on the board agenda, if requested. Personnel concerns can only be addressed by the board in a closed session. Parents or community members may not address the Board concerning teachers or other staff without following the procedures outlined above and submitting their request in writing. If the concern is presented to the Board, the teacher will be notified and have the opportunity to attend the portion of the session where the concern is presented.

When submitting your concern in writing please includes the following information:

Child's name
Teacher
Specific Concerns
Suggested resolution

Interrupting the Classroom We ask that parents not make deliveries to a classroom, or drop in to chat with a teacher while class is in session. We want to minimize interruptions to classroom activities. Please check in at the office whenever you visit the campus. Teachers are not available for conferences before school unless officially scheduled.

Parking Please do not park in the driveway, in staff parking areas, or in fire zones. Do not leave your car in the driveway to talk with teachers, talk story with other parents, or for any other reason. Please be considerate of others trying to pick up their children.

SCHOOL AND PARENT COMMUNICATION

InfoFlo and "Notes Home" Folder

Each Tuesday, the school newsletter "InfoFlo" is sent home with students in a returnable folder. Important notes, grade updates, and other communication is often included in the InfoFlo folder. The InfoFlo is sent home EVERY Tuesday. Please impress upon your child that you are depending upon him or her to be responsible about delivering notes to you that come from the school. Please remove and read the InfoFlo and any notes and return the folder to school for re-use. In the near future, information will also be available online, as well as distributed electronically to parents with email accounts.

Telephone Messages

Emergency phone messages will be delivered to children. Generally, we do not interrupt classes with messages. After-school pick-up plans should be settled before students arrive at school.

Children may use the phone only when absolutely necessary and only at morning recess, lunch recess, or after school. Children may not use personal cell phones at any time during school hours. After school, cell phones may only be used after 2:30 pm to contact parents who are late.

Change of Address or Telephone Number

If you change your home or business address or telephone number, please notify the office immediately.

CLOTHING AND PERSONAL PROPERTY

Dress Code

The Volcano School of Arts & Sciences values individuality and student choice.

However, any article of clothing may be deemed inappropriate if it:

- Advertises or displays drugs, alcohol, tobacco – related products
- Conveys sexual connotations
- Conveys negativity toward any group of people based on race, gender, ethnicity or sexual orientation
- Interferes with the learning process
- Skirts must extend below the fingertips
- Shirts must be worn at all times
- The following are not allowed: tops with spaghetti straps, low cut shirts or blouses, exposed midriffs, baggy jeans that expose underwear, roller shoes.

Should a student wear inappropriate clothing, the parent may be contacted and/or the student may be loaned alternate clothing to wear for the day.

Hiking trips outside the classroom will be a regular part of the curriculum. All students should be prepared by keeping a rain jacket or poncho and appropriate footwear at school.

Also, please be advised that Volcano can be cold and rainy any time of the year, so a warm layer of clothing is suggested.

Please Label Student Property

Please label all clothing brought to school. Also label backpacks and any school supplies that the student brings for their own use.

Lost and Found

Both children and parents should make periodic checks of the “Lost and Found,” located in the multi purpose room. Unclaimed items in the Lost and Found will be donated to a charitable organization several times per year.

Money and Valuables

Money and valuable personal items should not be brought to school. Volcano School will assume no responsibility for money or valuable personal items.

Personal Electronic Devices (games, cellular telephones): personal electronic devices are not allowed at school. If students have cell phones at the request of parents, the phones must be turned off and out-of-sight while the student is on school property. If there is a concern that parents have forgotten to pick up a student, cell phones may be used after 2:30 pm in the multi-purpose room pick-up area only. Students may not use cell phones on any other part of campus.

HEALTH AND SAFETY

Medical Records

Any new student who has not previously attended a public school in Hawaii is required to have a physical exam (form 14) completed by a physician or physician’s assistant. The physical exam must include vision and hearing tests and up-to-date immunization records. Tuberculin test results are also required for all new entering students. These documents must be submitted before the first day of school. In addition, our school requires a copy of the student’s birth certificate.

Annual physical examinations for returning students are not required, but are encouraged. You may pick up the existing Form 14 on file in the office for updating. Most insurance plans provide children’s annual exams for children for nominal fee or at no charge.

Medicine

It is normally not our policy to administer medication. Teachers may NEVER administer medication to students. In rare cases, qualified personnel in the office may administer medication. Please check with the office for pre-approval:

Medicines for a short-term administration

1. Send a written, signed note asking that the medication be administered and granting your permission to do so. The note should explain:
 - a. when medication should be administered
 - b. the proper dose for your child
2. Have your child deliver the medication (include measuring spoon if necessary) to the office immediately upon arrival at school.
3. Prescription medicine must be in the original container, with the original prescription label showing:
 - a. the name of the child
 - b. the name of the physician
 - c. the name of the medication
 - d. the date filled

- e. the physician's directions for use

For medicines administered daily through the school year

1. Get the appropriate form from the school office and take to your physician for his signed authorization.
2. Return the signed form with explicit instructions for administration of the medicine.

Ukus

It is the goal of the Volcano School of Arts & Sciences to maintain a student population and staff free of *ukus* (head lice). Toward this goal periodic *uku* checks will be made.

When a student is found to have live *ukus*, eggs or nits, the following procedure will be followed:

1. The child's parent or guardian will be notified immediately and requested to remove the child from school until the problem has been adequately controlled.
2. The school has safe *uku* shampoo for sale for \$5.00 a bottle if you do not have your own treatment.

In order to minimize the spread of *ukus*, children with an *uku* infestation may be isolated in school.

Staff and *Uku* Action Team personnel will receive training in *uku* identification, treatment and prevention.

Parents are required to acknowledge an understanding of this policy upon registration.

VOG

Volcano School is subject to periodic high levels of sulphurdioxide (SO₂) and/or particules from Halema'uma'u & Pu'u Oo. The school monitors (SO₂) with two monitors located on campus. Parents can access the data from these monitors through the link on the VSAS website www. Or <http://volcanoschool.org>

The school has our outdoor air monitor and an indoor air monitor. Indoor SO₂ levels rarely raise to concern levels, making a strategy of keeping students indoors during periods of high SO₂ an effective strategy, SO₂ outdoor levels of school tend to "spike" for periods of 20 minutes to an hour and then return to lower levels.

Drivers for Field Trips

It is sometimes necessary to request drivers so that students may all attend a field trip. In order to be a driver, it is necessary to come to the office so that we may make a copy of your driver's license and insurance coverage. If you think you may be a driver for the school, please come in early and let us get these on file.

Students at Volcano School are expected to attend school to learn. In addition to this expectation being modeled at home, it requires students to take charge of their own behavior.

Expectations for student behavioral conduct at Volcano School center on Respect:

- Respect for self
- Respect for others
- Respect for environment (including the school and classroom)

A list of specific rules that may not be readily apparent is included in the Student Behavior and Discipline Plan which both parents and students read, sign and return.

Homework The Volcano School of Arts & Sciences believes that out-of-class assignments should have a clear purpose, should be relevant to the students' lives and should at the same time be challenging and manageable. The purpose of homework is to provide students an opportunity to do work that reinforces skills learned at school, prepare for the next day's lesson, or to provide an opportunity for individual research and project development.

ACCEPTABLE USE POLICY AND TECHNOLOGY GUIDELINES

Students are required to follow the school's acceptable use policy for any technology applications. In short, this requires use of technology for educational use with no inappropriate language, or unethical or illegal activity. Users may not use school technology for commercial activity, and must follow all appropriate internet and email etiquette. An agreement to follow acceptable use must be signed by both students and parents and returned to school for students to be eligible for internet or email use.

VOLCANO SCHOOL FACULTY AND STAFF 2009-2010

Education Director

Dr. David Rizor

Classroom Teachers

Erica Jensen Kindergarten Homeroom
Heather Hand First Grade Homeroom
Elizabeth Ramsey Second Grade Homeroom
Laura Warner Third Grade Homeroom
Devorah Kaplan Fourth Grade Homeroom
Star Mullins Fifth Grade Homeroom
Marilyn Hiestand Middle School Math
Don Lawrence Middle School Art & Social Studies
Tamara Morrison Middle School Language Arts
Tim Fitzpatrick Middle School Science
Jim Highfill Special Education

Specialists

Lisa Barnard Title I
Kiliona Young Music
Xanthe Smith Japanese
Lora Bristow Student Services Coordinator
Kim Miller Student Support Program
Chris King-Gates *Elementary Movement and Resource Coordinator*

Support Staff

Tammy Kaaukai SASA
Peggy Heisman Office Assistant
Helene Buntman Educational Assistant
John Bush Technology Coordinator
Raina Dale *After School Program Coordinator*
Hugh Griep Recess and Lunch Monitor
Raina Dale *Recess and Lunch Monitor*
Lydia Meneses Educational Assistant
Cindy Ng Custodian
Cheryl Santiago Bus Driver
Sarah Bondareff Classroom Assistant
Stacy Okada-Halemano Classroom Assistant
Leona Matsueda Classroom Assistant
Nao Wenkam Office Volunteer
Tom Young Computer Technician
Lauris Aragon-Mata *Facilities/Payroll*

VOLCANO SCHOOL OF ARTS & SCIENCES

BOARD MEMBERS 2008-2009

(2009 – 2010 Board Members TBA)

Dr. David Rizor – Education Director

Sandy Behenna – Vice Chair

Jim MataBishop – Chair
Ted Pirsig – Secretary
Tim Scheffler – Parent Rep

David Goodman – Treasurer
Marilyn Hiestand – Faculty Representative
Xanthe Serafin – Faculty Representative

EMERGENCY RESPONSE

Emergency Phone Numbers

School number 985-9800
Civil Defense 935-0031 or 935-3311
American Red Cross 935-8305 or 334-7777
Multi-Purpose Room..... 985-7223
After School Program 985-7223
School Phone Tree initiated as needed

Radio Stations

K-Hawaii	92.7 FM	296-7625
KIPA	620 AM	961- 6200
KISS	93.9 FM	296- 5477
KAPA	100.3 FM	296- 5272

Emergency Shelter

The emergency shelter for Volcano area is the Cooper Center

In the event that students and staff must remain on campus, the multi purpose room will be the main shelter with other rooms used as appropriate.

Family Reunification

The phone tree will be used if phones are in working order

If phones are out:

Listen to the radio

Parents may pick up students from School

Students may be taken home by authorized person (Persons listed on emergency cards)

Call civil defense 935-0031 or 935 – 3311

Students from Ka'u

In the event of an emergency that prevents the school bus from returning students on the Naalehu route, parents should have on file with the office, a Volcano family that may temporarily host their child until they can return home.

PARENTS WORKING WITH SCHOOLS/ SCHOOLS WORKING WITH PARENTS

Adapted from

**National Association of Independent Schools
Principles of Good Practice for Member Schools**

Parent and schools work together to create and sustain effective partnerships. The following principles of good practice describe the respective roles and responsibilities of both partners.

PARENTS WORKING WITH SCHOOLS

1. Parents recognize that effective partnerships are characterized by clearly defined responsibilities, a shared commitment to collaboration, open lines of communication, mutual respect, and a common vision of the goals to be reached.
2. In selecting a school, parents seek an optimal match for the needs of the student, their own expectations, and the philosophy and programs of the school.
3. Parents are familiar with and support the school's policies and procedures.
4. Parents provide a home environment that supports the development of positive learning attitudes and habits.
5. Parents involve themselves in the life of the school.
6. Parents seek and value the school's perspective on the student.
7. When concerns arise, parents seek information directly from the school, consulting with those best able to address the concerns.
8. Parents share with the school any religious, cultural, medical or personal information that the school may need to serve the student best.

SCHOOLS WORKING WITH PARENTS

1. The school recognizes that effective partnerships are characterized by clearly defined responsibilities, a shared commitment to collaboration, open lines of communication, mutual respect, and a common vision of the goals to be reached.
2. The school clearly and fully presents its philosophy, program, and practices to parents during the admission process and encourages dialogue that clarifies parental expectations and aspirations for the student.
3. The school seeks and values the parents' perspective on the student.
4. Teachers and administrators are accessible to parents and model candid and open dialogue.
5. The school keeps parents well informed through systematic reports, conferences, publications and informal conversations.
6. The school defines clearly how it involves parents when considering major decisions that affect the school community.
7. The school offers and supports a variety of parent education opportunities.
8. The school suggests effective ways for parents to support the educational process.
9. The school actively seeks the knowledge it needs to work effectively with a diverse parent body.