



Mattole Valley Charter School

As a school, our guiding purpose and vision is to honor individual educational choices. In order to accomplish this principle, our school is committed to providing parents, students, and teachers with unique educational choices and environments that will both empower and ensure the success of your child. An important component of this is to provide multiple tools, resources and programs to work with your child's learning style and family's level of independent study involvement.

In our effort to ensure your child's success at Mattole Valley Charter School, our enrollment process includes our Enrollment Placement Questionnaire. The purpose of the questionnaire is to enable our staff to provide your family with an educational setting that will best suit your child.

It is important that you enroll your child with realistic expectations of what his/her experience will be like at Mattole Valley Charter School. In order to facilitate this, we will provide your family with specific strategies which are designed to maximize academic success. We appreciate your assistance in identifying your expectations of our school. In turn, we will recommend the best educational setting for your student.

Please review this packet, complete the appropriate sections, and return the questionnaire to the placement committee. Keep your student enrolled in their current school until you hear from a Mattole Valley Charter School Placement Committee member.

Pre-Enrollment Placement Packet

1. **Kindergartner through 8th grades** - Fill out Parent Questionnaire. Students, grades 3 – 8, should complete the student portion and write a paragraph about something they like to do.

High School – Fill out Parent Questionnaire. HS Students should complete student questions and the essay describing a project. Have a previous teacher fill out the last page of the questionnaire.

Contact us if you have questions about the questionnaire. 707-445-2660 #12

2. Drop off or send the Pre-Enrollment Questionnaire Packet to a MVCS learning center or mail or fax to:

Cutten Resource Center: Attention Placement Committee

2120 Campton Rd. Suite H

Eureka, CA 95503 Phone# 476-8406 FAX# 476-8076

3. Our placement committee will review your questionnaire and inform you promptly about your student's education options.

Educational options include:

- Independent Study
- Learning Center Instruction
- Hybrid Instruction (*Mixture of Independent Study with classes*)

➤ When placement is established required Parent Training includes some or all of the following:

- * How to use a textbook Teacher's Edition
- * Methods for evaluating and grading student work
- ** Understanding and applying CA State Standards
- * Planning and establishing long and short term goals
- ** Information about testing and assessment

*For Independent Study Parents

**For all Parents

Note: This training will be provided online through our website.

Parent Role:

- Commitment to provide appropriate environment for the student's study
- Commitment to complete parent training & workshops when offered
- Teach some or all subjects (Hybrid and Independent Study)
- Correct all homework and submit according to Student Agreement
- Be an active participant in child's education
- Establish and maintain daily time for student to complete schoolwork at home
- Ensure that your student attends all mandatory classes
- Attend learning record meetings with student and Education Specialist
- Makes sure student attends mandated testing

Student Role

- Attend regular, scheduled meetings with Education Specialist, and bring all completed assignments
- Complete the assigned work by the due date given by Education Specialist
- Attend classes online or outside the home as agreed upon at onset of enrollment *(this is not negotiable)*
- Attend and complete all mandated scheduled testing – STAR, CAHSEE, etc.

Education Specialist Role

- Determine the student's level of educational placement
- Create an educational plan for student
- Determine the time value of student work product as it relates to attendance
- Track student growth using State Standards and clearly defined objectives
- Administer State and school-wide mandated tests as required
- Inform parents of training workshops that will enhance their instructional techniques
- Maintain records of credits for each subject based on work successfully completed (for high school)
- Provide written weekly/monthly assignments for the student
- Submit portfolio and report cards to the records office each semester
- And more, as per Education Specialist Job Responsibilities

Mattole Valley Charter School Placement Application

Student Name _____ Student Grade _____

Parent Name(s) _____

Address _____

Phone Number(s) _____

E-mail _____

Prospective Education Specialist (if known) _____

Request: Independent Study _____ Learning Center _____ Hybrid _____

Does your student have a current IEP? Yes No

If yes, please provide a copy of the latest IEP and psych report with this questionnaire, or fax it to 707.476.8076, Attention: Spec. Educ. Dept., Cathlyn Wright
Information in the IEP helps us understand your child's educational needs, and the application is not complete until IEP is received by the district.

Is the student currently expelled, suspended, or involved with SARB? Yes No

If yes, please include SARB or Suspension/Expulsion paperwork.

High School Students - please include a copy of unofficial transcript.

For Office Use Only:

Recommended Program _____ date _____

Authorized Signatures _____

K – 12 Placement Questionnaire

Student Name: _____

PARENT QUESTIONS:

(1) Do you currently home school your child? Please describe briefly.

(2) Why are you seeking an educational alternative for your child?

(3) What did you hear about MVCS that interested you in placing your child with us?

(4) What are your child's strengths?

(5) What are your child's areas of need? How do you envision your role in helping to strengthen your child in these areas?

(6) How do you feel your child learns best?

(7) Who is going to be the primary adult supervisor/instructor at home?

(8) How do you see your role in the education of your child?

(9) How does homework/schoolwork time function in your home?

(10) Do you have access to a computer?_____ Internet service?_____

If yes, connection type_____

(11) What is your plan for ensuring that you and your child will attend training/classes, meetings, appointments, etc. as part of Mattole Valley Charter School's mandatory components of enrollment?

(12) How do you envision scheduling your student's independent study day? Please be specific and make use of the weekly planner provided below.

WEEKLY PLANNER

TIME	Monday	Tuesday	Wednesday	Thursday	Friday

STUDENT QUESTIONS: *(for students in grades 3 through 12)*

Must be answered and written by student.

(1) Do you want to home school, attend a learning center, or a combination of both?

(2) How do you feel about having a parent or other family member being your instructor?

(3) What subjects do you like the best? Why?

(4) What subjects do you like the least? Why?

(5) What kinds of activities do you enjoy?

(6) What do you like about your current school?

(7) What have you heard about this school that makes you interested in attending?

***PREVIOUS TEACHER QUESTIONS:**

This should be filled out by the current _____ teacher and mailed or

faxed to: Mattole Valley Charter School

ATTENTION: STUDENT PLACEMENT COMMITTEE

2120 Campton Road, Suite H

Eureka, CA 95503

(707) 476-8069

Student Name _____ Student Grade _____

*Teacher Name _____ *School _____

*E-mail _____ *Phone _____

Expected to meet grade level promotional standards? YES NO

Please indicate on the continuums below each level that best describes this student:

ATTENDANCE:

Good Fair Poor

HOMEWORK HABITS:

Good Fair Poor

SELF-DIRECTEDNESS / ORGANIZATION

Good Fair Poor

Additional Comments:

* Optional