

AR
 Newark Elementary School (Cedar Ridge School District)
 3549 Cord Road
 Newark AR 72562
 870-799-8691

School Parent and Family Engagement Plan

District Name:	Cedar Ridge School District
Grades Levels:	K-5
Building Facilitator:	Shawn Craig
District Coordinator:	Jennifer Seaman
Percent Free and Reduced Lunch:	71% but we are on CEP

Title I Status

- ☒ Schoolwide
☐ Targeted Assistance
☐ Non-Title I School

Parent and Family Engagement Committee Members

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

First Name	Last Name	Position
Lauren	Ashley	Parent
Melinda	Skaggs	Parent
Melissa	Morrison	Parent
Tracey	Owens	Director of Curriculum & Instruction
Paula	Lovell	Director of Federal Programs & Student Services
Jennifer	Seaman	District Parent/Family/Community Engagement Facilitator

1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

The Cedar Ridge School District uses a variety of methods to communicate with parents and families of students. The district uses ENotes to send voicemail or text message (parents choose which format) alerts to share pertinent information.

Employees use email and telephone calls to maintain two-way contact with parents directly. Teacher and administrator emails and the school phone number are all featured on our website at cedarwolves.org.

The district also utilizes social media (mainly Facebook and Twitter) to make announcements. The district's Facebook page is monitored consistently to answer parent queries sent through private messages.

Our district website also communicates upcoming events, shares the Alternative Methods of Instruction assignments, and contains links to many of the digital resources used by teachers.

Many teachers at the elementary level utilize Class Dojo and other digital platforms to communicate with parents -- including posting homework, homework help information, and photos of student work/achievement.

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

The two state-mandated parent teacher conferences are October 18 from 1-7 p.m. and March 14 from 1-7 p.m. The times of these conferences were designed to ensure that people who work virtually any shift at their jobs will be able to attend conferences. Occasionally we do have parents who wish to confer with parents but cannot attend during those hours, and teachers work individually with those parents to set up a phone meeting or meet on another date that works for that family.

The district hosted an open house event before school started for parents to tour our facilities with their students, pick up schedules, meet teachers, and familiarize themselves with our campuses.

In the late fall we will host a parent math night at the elementary school. This event has been well-attended in the past. Similarly, in the spring we will host a parent reading night at the elementary school. Some parents on our PFE committee suggested that we record these evening events so that parents who are unable to attend might still have access to some of the information and activities we share at these meetings. In the spring we also host a Muffins with Moms and a Donuts with Dads morning. Grandparents are invited for a Grandparents Day event in September.

The Cedar Ridge Elementary School has a very active PTO, and the organization advertises meetings and hosts recruitment events using social media, posters, student flyers, etc. The PTO hosts a variety of events throughout the school year that parents participate in with their children. The group also raises funds for the district through these events.

In addition to these items, many athletic events, music programs, and other events take place throughout the school year that parents regularly attend.

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

Cedar Ridge Schools hosted a Title I parent meeting in September, and we also created a Parent & Family Engagement Committee that met in October and will meet again at least one more time this school year. During these meetings we discussed volunteering. We also include a parent survey in our back-to-school informational packet that details ways parents can volunteer and asks if they are interested in volunteering. Some ways parents can volunteer or participate in their child's educational experience are as follows:

Volunteer class assistants

Guest speakers

Field trip chaperones

Chaperones at school-related activities on campus

Volunteer office assistants

An information book of willing volunteer parents is kept in the front office at the elementary school for teachers/club sponsors to access when volunteers are needed for specific events. Teachers or administrators will use this book when they are looking for volunteers for specific events. Sometimes social media or Class Dojo is also used when volunteers are needed.

4. How will your school work with parents to create a School-Parent-Compact?

Our previously created School-Parent-Compact had been used for a few years, and though we feel it is necessary to discuss this compact yearly with our parents to get input about ways we can update or change the compact to make it most effective, no suggestions were made for updates for the past several years. This year, however, our Parent & Family Engagement Committee decided to make changes on the parent section to reflect parental monitoring of television watching, but we also included cell phones and iPads in this section, as the use/overuse of those devices has become more prevalent. Copies of this updated compact will be distributed at Parent-Teacher conferences in October.

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

The Cedar Ridge School District recently adopted a Strategic Plan with 3 focus areas of improvement -- Curriculum, Technology, and Culture/Communication. This plan, which serves as our district improvement plan, was formulated with input from various stakeholders -- employees, board members, parents, students, and community members.

These focus areas have sub categories below them that have been updated yearly for the past two years. Components of these sub-categories were discussed at our Annual Title I meeting and in our Parent & Family Engagement Meeting. In fact, one of the sub-categories involves conducting a parent survey that will be sent out this spring. This survey has been created by a post-secondary institution to provide us with a good data set on parent views of the district and areas that need improvement.

The school district invites parents to participate in decision-making and suggestions regarding Title I. Those meetings will be held on both campuses in the spring.

6. How will your school provide resources for parents?

The Cedar Ridge Elementary School has a Parent Resource Center located in the library. Parents are notified of this resource center through the back-to-school information packets they receive on the first day of school. These resource areas have a designated computer space for parents to utilize if they need to access grades, email, Class Dojo or other school-related sites. Parents may also use these computers for research regarding child development, educating children about health and safety, etc.

In the Parent Resource Centers, there are pamphlets available to highlight various parenting issues. Our PFE committee suggested that the district create some informational videos that highlight different areas within our district -- like curriculum, our Accelerated Reader program expectations, tutorials on technology, etc. We plan to make these videos available on our Website under the parents tab. If parents do not have the technology to view these videos, they may be viewed in our Parent Resource Centers.

Our Parent & Family Engagement Coordinator, Jennifer Seaman, will update the Resource Centers with any new materials, and she will create the informational videos throughout the school year.

7. How will your school engage parents in the evaluation of your parent and family engagement

efforts?

Our Parent and Family Engagement committee will evaluate the efforts toward parent and family engagement for the school year in our spring meeting. We will discuss what worked, what did not work, and what will need to be changed for the future. We will also set some goals for next year that our PFE coordinator can work on over the summer.

The district's parent survey will also give us some feedback to evaluate the parent and family engagement efforts of the district. These results will be discussed with the PFE committee as well.

8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?

The Cedar Ridge School District's PFE committee features parents of students who are a variety of ages. This helps the district get a good sampling of opinions of parents as we make decisions about how to engage parents and families.

Parents are encouraged to contact teachers or administrators about activities they would like to see in the school district. All contact emails are featured on our school website as well as the building phone numbers.

The parental survey related to the communication category of the district's Strategic Plan will also serve as a way to gather and evaluate feedback about the district's PFE efforts.

9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

The Annual Title I Meeting is held each year in September. We have another meeting in the Spring to review things from throughout the year.

****After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.***

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1. Communication Strategies:	☐	☐		
2. Annual Schedule:	☐	☐		
3. Volunteer Opportunities:	☐	☐		
4. School-Parent- Compact:	☐	☐		
5. Involvement/Schoolwide	☐	☐		

Planning:				
6. Resources for Parents:	☐	☐		☐
7. Evaluation of Efforts:	☐	☐		☐
8. Parent Survey:	☐	☐		☐
9. Annual Title I Meeting:	☐	☐		