

District Parental Involvement Policy

This form was adapted from, A Toolkit for Title I Parent Involvement.
Ferguson, C. (2009). A Toolkit for Title I Parental Involvement. Austin, TX: SEDL

2016-17

Superintendent

Mr. Andy Ashley

School Improvement Status

Needs Improvement

Parent Involvement Committee Members:

Paula Lovell, Federal Programs Coordinator
Mr. Andy Ashley, Superintendent
Jim Cunningham, Community
Lynda Gail Teague, Parent
Emma Nelson, Kathleen Holder, Counselors
Kathy Magness, Newark Elementary
Susi Epperson, Cord-Charlotte Elementary
Greg Thetford, Cedar Ridge High School

Cedar Ridge School District will foster effective parental involvement strategies and support partnerships among schools, parents, and the community to improve student achievement in a variety of ways.

1. School District will develop and disseminate the district parental involvement policy annual at the beginning of school and as students enroll in the district. This plan will disseminated as parent of the parental packet presented to parents/students at the beginning of watch year or as they enroll. A parent friendly condensed version is available in the student handbook.
2. The Parent Facilitator for Cedar Ridge School District will conduct an annual meeting in the second semester annually to update policy for next year's Title I, Part A program, the 2016-17 school year meeting will be held in March 2017 on the same date as the second parent-teacher conference.
3. Cedar Ridge School District Principals will coordinate parental involvement activities with all school programs and activities. Building Principals are responsible for activities within their building with added support from the parent facilitators.
4. For the 2016-17 school year Cedar Ridge High School has established Kathy Franks as parent facilitator, Cedar Ridge Newark Elementary has established TerriAnn Cunningham as parent facilitator, and Cedar Ridge Cord-Charlotte Elementary has established Denise Arms as parent facilitator for Cedar Ridge School District. Contact information-Kathy Franks is located in the High School building, kathy.franks@cedarwolves.org or call 870-799-8691. TerriAnn Cunningham is located in Newark Elementary, terriann.cunningham@cedarwolves.org or call 870-799-8691. Denise Arms is located at Cord-Charlotte Elementary, denise.arms@cedarwolves.org or call 870-799-3051.

5. Conduct an annual review of the effectiveness of the parental involvement policy. Ms. Franks, Ms. Cunningham, and Ms. Arms will establish a date during the 4th quarter to review the parental involvement policy. A committee of parents will review the policy and strive to improve its effectiveness.
6. Cedar Ridge School District will develop district parental involvement committee to create a parental involvement policy and implement parental involvement activities as well as disseminate information to the community to promote parental involvement in the Title I, Part A schools.
7. Cedar Ridge School District will ensure that parents of children with disabilities or limited English proficiency have the same access as other parents including information in a language and form they can understand. The homeless liaison, special education teachers, clerk, and supervisor, and ELL coordinator will be notified when a parent needs/appears to need/or could need support in these areas.
8. Cedar Ridge School District encourages the formation of Parent-Teacher and Booster Club activities in the school to involve parents in the school system. Activities of the Parent-Teacher Group and Booster Club are planned periodically as the parents call meeting and meet together. The Elementary School is supported by PTO and the Booster Club (Timberwolves Grid-Iron Club) is more active in the High School. Each group calls their own meeting times with the support of the schools and the District. Booster Club (Timberwolves Grid-Iron Club) representative is Lane Parks and PTO President is Lynda Gail Teague.

The District will provide coordination, technical assistance, and any support necessary to assist participation schools in planning and implementing effective parental involvement. The District will provide coordination, technical assistance to encourage parental involvement. Professional development activities are required and encouraged throughout the school year. All teachers and administrators are required to meet state regulations for parental involvement training. Cedar Ridge School District also provides additional training as needed. The parental facilitator and building principals are responsible for implementing effective parental involvement. Contact information can be found on the web site (www.cedarwolves.org).

1. The Building Principals and parent facilitator will review/observe parental involvement practices throughout the school year.
2. The Parent Facilitator and/or Principals will provide materials and training as requested to assist parents in supporting their child's academic achievement as needed.
3. The Parent Facilitator and/or principals will enhance the awareness and skills of teachers, pupil service personnel, and staff in reaching out to, communicating with, and working with parents as equal partners.
4. The Parent Facilitator will ensure, to the extent possible, that information is sent home in a language and form parents can understand.
5. The Parent Facilitator will provide information on adult literacy training available in the community in the Parent Center.
6. The enrolling secretary or counselor will provide a copy of the school policy to each parent at the time of enrollment.
7. The Parent Facilitator and Principals will monitor and assist each school in performing the following tasks:
 - Develop parental involvement policy; facilitator will lead the parent involvement committee to develop this policy, review annually during the spring semester.

Meeting time will be varied, i.e. in the early evening, immediately after school, and during the school day to accommodate the parent's involved and give a wide variety of parents the opportunity to be involved.

8. The district will monitor or insure that each school provides information to parents about the schools programs, curriculum, assessments, and the assessment results at least during parent teacher conferences as well as other times that are reasonable and requested by parents or stakeholders.
9. The district will insure that the Parent Compact is included in the student handbook annually. Principals will insure Compact is included during the Student Handbook annual review.
10. The District will support the schools as they work with parents to help parents know how to improve their child's academic achievement.
11. Building Principal's will insure that all faculty members have annual Parental Involvement professional developments.
12. Building Principal's will encourage parents to visit/volunteer in the school by assisting staff in developing volunteer opportunities as well as training staff to encourage and build volunteer efforts.

Cedar Ridge School District will build the schools capacity for strong parental involvement through insuring that each school provides information to participating parents in such areas as national, state, and local education goals, including parent's rights as defined in Title I, Part A. Dates of meeting will vary.

1. The District will encourage the formation of partnerships between schools and local businesses that includes roles for parents.
2. The District will 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. Information is available in Parent Centers.
3. The District will involve parents through an annual survey to improve school effectiveness. A survey is presented to parents during spring semester, for the 2016-17 school year Ms. Franks, Ms. Cunningham, and Ms. Arms will prepare survey with input from the parent committee.
4. The District will approve reasonable and necessary expenses associated with parental involvement activities. Expenses will be approved by the Superintendent.
5. The District will provide any reasonable support for parental involvement at the request of participating Title I, Part A schools.
6. The Parental Facilitator, Building Principal, Federal Program Coordinator, and the Superintendent will insure each activity is accomplished. The contact information is available on the school web site at cedawolves.org or phone 870-799-8691 or 870-799-3051.

Cedar Ridge School District 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. The district will:

1. The District will survey parents annually, including questions to identify barriers to parental involvement. Survey will be prepared during the spring semester annually. During the 2016-17 school year, Ms. Franks, Ms. Cunningham, and Ms. Arms will prepare the survey, invite parents to assist in the development of the evaluation procedure and analyze the data, with support from the PTO Contact, **Melinda Skaggs**.

2. The District will develop procedures for collecting parent participation documentation through sign-in lists for workshops, meeting, and conferences; schedules; brochures; meeting notes; and other means as appropriate throughout the school year. Meeting leader will prepare and maintain the sign-in sheet. The Parent Facilitator will open the meeting and share data.
3. The District will use finding from evaluation process to:
 - a. Make recommendations to each participating school for parental involvement policy revision.
 - b. Provide suggestions for designing school improvement policies, as they relate to parental involvement.
 - c. Develop and disseminate an annual parent activity evaluation report to share with parents, staff and the community. This report is shared at the Annual report to the Public, shared by the Federal Programs Coordinator or the PTO President at the October meeting.

Cedar Ridge School District will involve parents in the joint development of the District title I application under section 1112 (ACSIP).

1. The District will request parents to serve on district ACSIP committee, Parent Advisory Committee to develop the Title I Application. The building principal will recruit parents during parent teacher conferences and other contacts provided with parents. Contact willing to serve by means of committee, survey, volunteers, etc. Parents willing to serve in the district ACSIP Committee may reach the building principals at 870-799-8691 or 870-799-3051.
2. Schools will be encouraged to form partnerships with limited businesses, community, and other groups within our community.
3. The Building Principal, Parent Facilitator, Superintendent, and Board Members will support this goal throughout the school year in a variety of opportunities.