



## Title I, Part A: Parent and Family Engagement Plan

School: Martin Luther King Middle School

I, Mrs. Melissa Baxley \_\_\_\_\_, do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by the appropriate state and federal staff. I further certify that all expenditures will be obligated only as appropriate to this project and will not be used for matching funds on this or any special project where prohibited.

### Assurances

- The school will be governed by the statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with the definition outlined in Section 9101(32), ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent [Section 1118(b)(1) and (c)(3)];
- Jointly develop/revise with parents the school parental involvement policy and distribute it to parents of participating children and make available the parental involvement plan to the local community [Section 1118 (b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental involvement policy and the joint development of the school wide program plan under section 1114(b)(2) [Section 1118(c)(3)];
- Use the findings of the parental involvement policy review to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental involvement policy [Section 1118(a)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1118(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment in at least mathematics, language arts, and reading [Section 1111(h)(6)(B)(i)];
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in 34 CFR Section 200.56 [Section 1111(h)(6)(B)(ii)]; and
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section (h)(6)(A)].

  
\_\_\_\_\_  
Signature of Principal or Designee

  
\_\_\_\_\_  
Date signed

## **Mission Statement**

### **Parental Involvement Mission Statement**

#### **Response:**

M. L. King Middle School is committed in building strong partnerships with families, actively engaging in families in meaningful educational activities, and empowering families to become active participants in their child's educational process and academic achievement.

## **Engagement of Parents**

Describe how the school will involve parents and families in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs including involvement in decision making of how funds for Title I will be used. [ESEA Section 1116]

### **Response:**

KMS will include parents and families as decision-making partners in the planning, reviewing, and improvement of Title I programs and funds. KMS will encourage and involve parents and families in an organized, ongoing, and timely manner to participate in all the KMS Title I program activities. Parents may participate in decision-making topics related to their student's education and academic success. KMS will support this commitment with parents and families by conducting annual meetings, providing flexible meetings times and dates, and holding Parent Involvement Advisory committee meetings (School Advisory Council).

1. Conducting annual meeting for parents and families. All parents and families will be invited and encouraged to attend annual meetings. Parents and families may participate in decisions related to the educational and academic success of their student. Annual meetings will focus on topics such as Title I program requirements, the rights of parents, the School-Parent Compact, School Report Card, Parent Involvement Plan, School Climate Survey, and disbursement of funds.

2. Flexible meeting dates and times. Meeting dates and times will be flexible to accommodate the varying schedules of parents and families to be able to participate as decision-making partners. Child care may be provided.

3. Parent Involvement Advisory Committee (School Advisory Council) will be held monthly. All parents and families are encouraged to attend or observe meetings. The School Advisory Council provides input regarding parent involvement and funding. The School Advisory Council serves in an advisory capacity to assist in the development of educational programs and in the development of the School-Parent Compact, Parent and Family Engagement Plan, and School Improvement Plan.

## Coordination and Integration

Describe how the school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to other federal programs such as Head Start, Home Instruction Programs for Preschool Youngsters, Voluntary Pre-Kindergarten, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA Section 1116]

### Response:

The school will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home:

Program	Coordination
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1. Title III- ESOL: Provide services to support all English Language Learners to increase English Language acquisition. KMS will collaborate with parents and families to ensure successful English language acquisition in the areas of listening, speaking, reading, and writing.
2. Title I, Part A- Parent Involvement Workshops: Conduct routine informative sessions about the 6-8 middle school curriculum and educational programs to assist with student learning. Parents will learn how to schedule meetings with teachers and check student grades. Parents will become familiar with KMS rules and policies.
3. Title I, Part A- Family Engagement Nights: Routine evening engagement activities for parents and families that strengthen the partnership and relationship among the parent, students, and school are scheduled. Parents and families can participate in educational problem-solving and engaging activities at KMS. Informative resources will be provided to parents and families to help their student with academic learning at home.
4. AIS Literacy and Reading Coach: Provide parents and families with information on the importance of reading and literacy. Parents and families will learn about age appropriate reading materials, book selection of different reading levels, and strategies to increase the reading skills and comprehension to help their child develop better reading skills.
5. Parent-Teacher Organization- Provides parents with opportunities to volunteer at school events or in the classrooms. The participation of parents at the school allows them to be involved in school activities and strengthen relationships with faculty to better support student achievement at home.
6. Parent Resource Center- During school hours, parents can check out literature to take home and read to assist with educating their child at home. A computer is available to allow parents to complete applications and search for jobs.
7. FOCUS parent portal- Parents are able to monitor their student's grades and academic progress. Parents can contact or email teachers and school staff with questions or concerns.

### **Annual Parent Meeting:**

Describe the specific steps the school will take to conduct the annual meeting to inform parents and families of participating children about the school's Title I program, the nature of the program, and a description of how the meeting will cover adequate yearly progress (AYP), SCHOOL choice, and the rights of parents.

#### **Response:**

Activity	Person Responsible	Timeline	Evidence of effectiveness
1.Orientation & Annual Annual Title 1meeting	Principal	August	Schoolwide notification via call out, FB post, and KMS website
2. Beginning of the year packets/ Parent Handbook	Guidance	August & ongoing for new students	Sent home with students schoolwide
3. KMS website Title I section	Scott Cole & Theresa Guy	August & available all year	Available 24/7 for view schoolwide

Annual parent meetings, Title 1 meeting, KMS website, and literature cover information pertaining to AYP, school choice, and rights of parents.

**Flexible Parent Meetings**

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and how the school will provide, with Title I funds, transportation, child care, or home visits, as such services relate to parent and family engagement [Section 1116]

**Response:**

KMS will offer flexible meeting times for parent conferences in the mornings throughout the school year. Educational and family-oriented parent involvement activities are provided during the school day and in the evenings. Family-oriented parent involvement activities are scheduled in advance, so parents can coordinate and their schedules to attend. Parents are notified of scheduled activities through flyers sent home, school messenger, school marquee, and the KMS website. Parents and families are invited and encouraged to attend all school functions. Title 1 funds will be used to cover the cost of childcare, so parents can attend, and the cost of evening meals during family-oriented parent involvement activities that are scheduled during evening meal times.

## Building Capacity

Describe how the school will implement activities building the capacity for meaningful parent/family involvement, relationships with the community to improve student achievement, materials and trainings to assist parents/families to work with their children, and any other reasonable support for parent/family engagement activities [ESEA Section 1116]

### Response:

Activity	Person Responsible	Support student achievement	Timeline	Evidence
1. Open house/ Orientation	Principal	Parents and families are provided with useful information, such as KMS details, Title I, Parent-School Compact, PTO, and AYP.	August	Parent sign-in sheet
2. Annual Title I Meeting	Principal	Parents and families are provided with useful Title I information, such as Parent-School Compact, Parent Engagement, and AYP.	August	Parent sign-in sheet
3. School Advisory Council Meetings	Katheryn McBride & Scott Cole	SAC committee will provide input on the School Improvement Plan, PFEP, Title I funds, Parent-School Compact, etc. Parents will receive updated information related to the school and will also guidance on how to help their student at home.	Monthly	Meeting Minutes
4. PTO Meetings	Suzie Temple	PTO committee will will provide input on KMS decision making topics. Parents will implement fundraising opportunities for the school and volunteer at school events. Parents will also receive updated information related to the school and will also receive guidance on how to help their student at home.	Monthly	Meeting
5. Parent Remote Orientation	Liz Marshall	Parents of KMS students who are enrolled in remote learning receive training on how to access the remote learning platform and help their student at home.	August and as needed	Parent Sign-in sheet
6. Family Engagement Nights	Theresa Guy	Families spent an evening of fun educational activities and games designed to engage families in critical thinking and problem solving skills with their student. The program also intends to build relationships with parents and families.	Quarterly	Parent sign-in sheet Comment cards
7. Parent Involvement Workshops	Theresa Guy	Parents learn about topics such as academic, social and emotional, bullying, internee safety, state testing, etc. Workshops allow for building partnerships and establish open communication.	Semester 1 & 2	Parent Sign-in Comment cards
8. Literacy week	Liza Marshall	Families and students enjoy literacy activities and games that celebrate literacy. The week celebrates literacy and the joy of reading. Parents and students learn about how reading is essential to academic achievement.	February	Parent sign-in Comment cards
9. STEAM Night	Theresa Guy	Families and students spend an evening of hands-on STEAM activities. Families use technology and engage in problem-solving and critical thinking scenarios.	April	Parent sign-in Comment cards

## Staff Training

Describe the professional development activities the school will provide to educate teachers, specialized instructional support personnel, principals, other school leaders and staff with the assistance of parents/families in:

1. The value and utility of contributions of parents/families;
2. How to reach out to, communicate with, and work with parents/families as equal partners;
3. Implementing and coordinating parent/family programs and in building ties between parents/families and the school. [ESEA Section 1116]

### Response:

Activity	Person Responsible	Support student achievement	Timeline	Evidence
1. Effective Parent Teacher Conferences Training	Guidance	Staff will receive an training on how to improve parent teacher communication and ways to provide support for parents assist their student at home.	September	Sign-in Sheet
2. McKinney-Vento Training	Guidance	Staff will receive an informational training on working with the homeless population and unaccompanied youth who attend KMS.	October	Sign-in Sheet
3. Reporting abuse Training	Guidance	Staff will receive an informational training on identifying and reporting child abuse.	October	Sign-in Sheet
4. Parent & Family Involvement Planning Committee	AIS	Meeting discuss the planning and organizing of family nights and parent workshops. Plans include activities that help build relationships with parent/families.	Monthly	Sign-in Sheet
5. FOCUS training	Administration	Staff learn how to use the new student management program to mark grades, attendance, discipline, etc.	Ongoing	PD report
6. Capturing kids Heart	Administration	Staff receive valuable knowledge and information in building relationships with students and parents.	October	ASOP Report
7. Dating Violence and Abuse	Dean and Guidance	Staff learn about teen dating violence, how to recognize signs of abuse, take steps report abuse, and learn the correct procedures to safeguard students.	August	Sign-in Sheet
8. Bullying and Harassment	Dean and Guidance	Staff will better understanding and identifying bullying behavior, staff's obligations to help prevent bullying, and effective ways to address the problem.	August	Sign-in Sheet
9. Renaissance and Performance Matters	Administration	Staff will learn skills to access the learning platform for instruction and assessments. Resources for planning instruction and reviewing assessment data will be taught to guide and measure student progress.	Ongoing	Sign-in sheet



## **Communication**

Describe how the school will:

1. provide timely information about the Title I programs;
2. describe and explain the curriculum at the school, the forms of assessment used to measure student progress, and the achievement levels students are expected to obtain;
3. if requested by parents provide opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren);
4. submit parents/families' comments if the schoolwide plan is not satisfactory to them. [ESSEA Section 1116]

### **Response:**

KMS provides timely information about Title I programs through our KMS website, marquee sign, school messenger, flyers sent home, student handbook, and our KMS Facebook page. A description and explanation of the school's curriculum and the state and district assessments (along with the achievement levels) used to measure student progress is provided on our school website and at Parent Workshops. Parents can meet with teachers, guidance councilors, or administration to discuss their student's progress and to discuss school decisions that impact their student. Parents can voice concerns with administration via phone or email when the schoolwide plan is unsatisfactory to them.

## **Accessibility**

**Describe how the school will:**

1. provide full opportunities for participation in parent/family engagement activities for all parents/families;
2. share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format and in languages the parents can understand.

### **Response:**

All parents are invited to participate in the family-oriented educational events and meetings. Parents and families with limited English proficiency will receive notices in their language or may utilize an interpreter to have information translated. The KMS Spanish teacher and KMS teachers who speak other languages will assist in translating documents. A sign language interpreter may be hired for our Deaf parents. Appropriate accommodations will be provided for parents with disabilities.

## **Barriers**

Describe the barriers that hindered parent participation in the previous school year. What steps will the school take during the upcoming school year to overcome the barriers (with attention paid to families who are disabled, have limited English proficiency, and parents/families of migratory children. [ESEA Section 116]

### **Response:**

<b>Barrier</b>	<b>Overcome barrier</b>
1. Transportation	To overcome the barrier of unreliable transportation Parents can utilize ride-sharing among families. KMS may also record information and events for parents who are unable to attend.
2. Communication	To overcome the communication barrier with parents who have limited English proficiency, materials and information will be available in other languages. Notes will be send home for parents to update their phone numbers. Information may also be sent via the postal service to the address on file.
3. Parent work schedule	To overcome parents work schedules, parent involvement Activities and meetings will be arranged in a variety of times. KMS will provide information home with students or record events for parents to watch at a later time. Meals will be provided at events to allow more time for parent involvement.
4. Parents past school experiences	To overcome parents anxious and uncomfortable feelings from past school experiences, KMS staff will create a welcoming environment and a positive school climate. Refreshments are provided for a hospitable experience.