

# Bailey Middle Title I, Part A Parental and Family Engagement Plan

## Involvement 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 the decisions regarding how funds for parental involvement will be used {ESEA Section 1116}.

The School Advisory Council provides input into the Title I programs. The SAC meetings are advertised in advance so that any parent may attend the meetings throughout the year and offer suggestions for improvement. Invitations, SchoolMessenger callout messages to homes, and email inform parents about parent/student activities on and off campus. Parent forums will be scheduled throughout the year during the day and evening to accommodate working parents' schedules.

## Coordination and Integration with Other Federal Programs

Describe how the school will coordinate and integrate parent and family engagement programs and activities that teach parents how to help their children at home {ESEA Section 1116}.

#	Program	Coordination
1	STEM Night	Math/Science Departments & Family Engagement Committee
2	Title 1 Math Night	District Personnel, Administration, Teachers, and Tech Coordinator
3	Literacy Night	ELA Department & Family Engagement Committee

## Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents and families of participating children about the school's Title I program, the nature of the Title I program (schoolwide or targeted assistance), Adequately Yearly Progress, school choice, and the rights of parents are covered at the annual meeting.

#	Activity/Tasks	Person Responsible	Timeline	Evidence of Effectiveness
1	Develop meeting materials	Principal	September 2018	Agenda, handouts, etc.
2	Advertise/publicize event	Principal	September 2018	Flyer/invitation and Sign-In sheet
3	Title I Parent Meeting	Principal	October 2018	Sign-In sheet
4	Maintain documentation	Principal	Ongoing	Sign-In sheets/Parent Input/Agenda/Meeting Minutes

## Flexible Parent Meetings

Describe how the school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care, or home visits, as such services related to parental engagement {ESEA Section 1116}.

Utilizing Google Forms, the school has requested input from parents regarding meeting times. The majority of parents have stated that 6:00 p.m. meeting time works best for them. If necessary, the school can provide transportation for parents via cab rides. The school will also offer child care during these meetings if needed.

Most parent-student-teacher conferences are held in the mornings before school. Upon request, parents may schedule a different time to meet with teachers (during planning, after school, etc.). IEP and GEP meetings are scheduled at the convenience of the parents. Substitute teachers are hired so teachers are released from classroom duties to attend these meetings. Transportation is provided through a taxi service for those parents who are not able to provide it for themselves.

## Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, and building relationships with the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents assist parents/families to work with their child. Include information on how the school will provide other reasonable support for parent/family engagement activities under {ESEA Section 1116}.

#	Building Capacity Activity for Families	Person Responsible	Materials/Training Provided to Parents/Families	Timeline	Evidence of Effectiveness
1	STEM Night	Family Nights Committee	STEM based kits to use at home with students including resources for more science/math activities to try at home	Fall/Winter	Student Survey Attendance at event
2	Literacy Night	Family Nights Committee	-Writing strategies provided for families to use at home -Finding books students love -Literacy strategies/games for fun at home	Spring	Student Survey Attendance at Event
3	Band/Orchestra/Chorus Concerts	Fine Arts Dept	Dinner option provided to parents via PTSA to encourage involvement	Quarterly	Attendance at Event

## Staff Development

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support personnel, principals, other school leaders and other staff with the assistance of parents/families, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents/families, and in how to implement and coordinate parent/family programs, and build ties between parents/families and schools {ESEA Section 1116}.

#	Building Capacity Activity for Staff	Person Responsible	Anticipated Impact on Student Achievement	Timeline	Evidence of Effectiveness
1	Google Classroom, Digital Citizenship, LMS Core and CKH Refresher	Administration	Prepare teachers with new technology and refresher training for our teachers that have previously been trained in CKH.	Preschool	Usage of apps in classroom, new curriculum on the Core
2	Capturing Kids' Hearts for new teachers	Flippen Group	All subjects	Preschool	Walkthroughs and student surveys
3	Unpacking the Standards	Math and Science Departments	Resource to Extend Learning at Home	Preschool	Math FSA score, Science scores
4	RTI Training	Dr. Whatley	Improve classroom grades by ensuring proficiency in interventions for Tier II and Tier III students	October	RtI Meeting Minutes

## Other Activities

Describe the other activities, such as parent resource centers, the school will conduct to encourage and support parents and families in more meaningful engagement in the education of their children {ESEA Section 1116}.

Online Math and ELA resources are available to assist parents in helping their children at home. Online teacher pages and Google Classrooms on the school website inform parents of students' assignments, tests, quizzes, projects and sample work for all courses. Online FOCUS grade book is available for student and parent viewing of student grades and attendance.

## Communication

Describe how the school will provide parents of participating children the following:

- Timely information about the Title I programs;
- Description and explanation of the curriculum at the school, the forms of academic assessment used to measure student progress, and the achievement levels students are expected to obtain;
- If requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and
- If the school wide program plan is not satisfactory to the parents of participating children, the school will submit the parents' comments with the plan that will be made available to the local education agency {ESEA Section 1116}.

Open house  
Student Orientation in May and August  
Letters, newsletters, and School Messenger call-outs

The school website provides curriculum information to the parents. In addition, an explanation for student assignments to different levels of reading classes is explained during Open House. Teachers send home information regarding their classes, expectations, and team information. Parent concerns and comments are addressed and submitted to the Level Director so that the proper channels are followed. In March, students and parents of current sixth and seventh grade students will meet to register for their next year's classes. In May, incoming sixth grade students will meet to register for their elective courses. We have a school app as well as a district app that will send out push notifications to our parents and students who subscribe to the free service.

## Accessibility

Describe how the school will provide full opportunities for participation in parental involvement activities for all parents. Include how the school plans to share information related to school and

parent programs, meetings, school reports, and other activities in an understandable, uniform format and in a language that parents/families can understand.

When parents are speakers of other languages, the Title I office is contacted for interpreters or document translations. We use Google to translate as well. Newsletters, call outs, and updates to the website will be done throughout the year to keep parents informed.

## Barriers

Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are disabled, have limited English proficiency, and parents/families of migratory children) {ESEA Section 1116}.

#	Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
1	Lack of attendance	parent survey
2	Parent volunteers feel they are not needed at the middle school level	offer a variety of ways they can volunteer at the school

## Assurances about the Parent and Family Engagement Plan

I, **Janet Penrose**, 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 appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

### Assurances

- Describe how the school will carry out the programs, activities, and procedures in accordance with the definitions in Section 8101 of ESEA;
- Involve the parents of children served in Title I, Part A in decisions about how Title I, Part A funds are spent;
- Plan was jointly developed/revised with parents and distributed to our families and the local community;
- Involve parents and families in the planning, review, and improvement of the school wide program plan;

- Use the findings of the parent and family engagement plan review to design strategies for more effective parental involvement, and to review, if necessary, the school's parent and family engagement plan;
- Provide to each parent an individual student report about the performance of their child on the state assessment {ESEA Section 1116};
- 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 out of field;
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals.

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Signature of Principal or Designee

Janet Penrose

Date Signed (2018/19)

8/23/2018

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(typed signature denotes approval of PFEP)