



**School Parent and Family Engagement Policy**  
***Fort Valley Middle School***  
***School Year 2017 - 2018***  
***Insert Revision Date 05/09/2017***

In support of strengthening student academic achievement, **Fort Valley Middle School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Fort Valley Middle School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child’s learning
- (B) Parents are encouraged to be actively involved in their child’s education at school
- (C) Parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**JOINTLY DEVELOPED**

**Fort Valley Middle School** will take the following actions to involve and invite parents in an organized, ongoing, and timely manner in the input, planning, review, and improvement on the School Improvement Plan (SLP), Title I School wide Plan (SWP), Comprehensive Local Education Agency Improvement Plan (CLIP), Title I Budget and the 1% Parent Involvement Budget, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Fort Valley Middle School will annually collect data from parents on

We will notify parents of the planning, review, and improvement of the Title I programs, including involvement in decisions on how funds for how parental involvement will be used several ways: notify them of meetings in a timely manner through call-outs, emails, sending home flyers with students in both languages and displaying it on the school marquee. In the meeting, the Title I programs will be discussed and reviewed with input from the parents; the funds for parental involvement usage will be discussed with parental input.

**ANNUAL TITLE I MEETING**

**Fort Valley Middle School** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the parents’

requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

Fort Valley Middle School will invite all parents to attend the annual meeting after school and will encourage all parents by way of inviting them to the meeting through call-out, email, and flyer sent home by student with teacher incentive. This meeting will outline the Title I program, update the parent and family engagement policy in order to meet the changing needs of the parents and school, the school wide plan, and the school-parent compact.

## COMMUNICATIONS

**Fort Valley Middle School** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- 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 relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

Fort Valley Middle School will be flexible in offering the number of meeting and meeting times. We will offer meetings in the morning throughout the year and some in the afternoon throughout or both in one day to make things convenient for the parent and foster more parental involvement.

*Fort Valley Middle School will provide information concerning any Title I programs to parents in a timely manner through call-out, flyers, information posted outside school marquee, Remind App, and email. Fort Valley Middle School uses the Georgia Standards of Excellence (GSE) for Math and ELA and the Georgia Performance Standards (GPS) for Science and Social Studies. GSE and GPS will ensure that all Georgia Students have equal access and opportunity to master the skills and knowledge needed for success beyond high school. The standards create a foundation to work collaboratively across states, districts, pooling resources and expertise, to create curricular tools, professional development, common assessments, and other instructional materials.*

*Fort Valley Middle School will allow opportunities for regular meetings if requested by parents during the school day and in the evening to accommodate the parents of students to answer any questions or take any input concerning their child's education.*

## **SCHOOL-PARENT COMPACT**

**Fort Valley Middle School** will take the following actions to jointly develop with families of participating children a school-parent compact, which is an agreement that parents, teachers, and students will create that will share the responsibility for improved student academic achievement, the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The compacts will be reviewed and updated annually based on feedback from the parents, students, and teachers during the Title I Meeting in the spring.

Fort Valley Middle School will collaborate with the parents through a school meeting that will allow the teachers to explain the entire school staff commitment and responsibility to the students. The parents will be allowed to write and develop their portion of the compact and this will outline the shared responsibility by which we will all take to build a partnership and help children achieve the state's high standard.

## **RESERVATION OF FUNDS**

All Title I parents will be invited to participate in planning sessions to provide input on the Title I Budget and how the 1% Parent Involvement Budget should be allocated for the school year for **Fort Valley Middle School**.

- Plans for meetings will be posted on the school website with copies made available in the FVMS front office and the Family Resource Center.
- Title I Programs Evaluations will be conducted throughout the school year with opportunities for parents to provide input on Title I surveys at the FVMS Annual Title I Meeting, after parent workshops or student performances and during Title I planning meetings.
- Handouts summarizing how Title I funds are used will be made available to stakeholders at the Annual Title I Meeting per request.

## **COORDINATION OF SERVICES**

**Fort Valley Middle School** will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

“Smooth Moves” a program that helps 5<sup>th</sup> graders transition to the 6<sup>th</sup> grade. It entails the following:

- Orientation Program (introductions to principals, 6<sup>th</sup> grade teachers, connection classes, athletics, etc.)
- Tour of the Campus(provided by our 6<sup>th</sup> graders)
- Snack and Chat on the bus ramp
- Recruitment from the Band and Chorus teachers

A transitional activity for departing 8<sup>th</sup> graders, which includes:

- Completion of electronic Interest Surveys on Georgia Career Information Service during classroom guidance.
- Parent Night/High School Orientation(CTAE students and high school counselor set up displays on our campus at this evening event)
- Student complete Individual High School Graduation Plans and return them to the counselor with parent signatures. (these plans show required and elective courses needed for graduation)
- High School Course Selection/Registration forms are completed/signed by student and parent.(these forms/data input are used to compile the 9<sup>th</sup> grade schedules)

## **BUILDING CAPACITY OF PARENTS**

**Fort Valley Middle School** will build the parents’ capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:

- The challenging State’s academic standards
- The State and local academic assessments including alternate assessments
- The requirements of Title I, Part A
- How to monitor their child’s progress
- How to work with educators to improve the achievement of their child

Fort Valley Middle School will build capacity for strong parental involvement and provide parents with assistance by:

- Hosting at least four academic parent workshops within the academic school year.
- Send home progress reports home every two weeks through teacher generated and school generated progress reports.
- Encourage all parents to sign-up for parent portal to easily assess students’ grades and behavior information at all times. Parent portal is designed to help parents/guardians monitor their child’s progress at all times.
- Informing parents of days that are designated as parent conference days per grade level.
- **October 26, 2017 Curriculum Night**
- **January 25, 2018 ESOL English Workshop**
- **February 22, 2018 ESOL Math/FLP Workshop**
- **March 22, 2018 GA Milestone Workshop**

## **BUILDING CAPACITY OF SCHOOL STAFF**

**Fort Valley Middle School** will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

Fort Valley Middle School Parent Coordinator will provide training sessions the 1<sup>st</sup> and 2<sup>nd</sup> semester to faculty and staff on how to implement and coordinate parent involvement between parents and the school.

**Fort Valley Middle School** will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

- Maximizing parental involvement and participation in their child's education, arranging school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parental involvement.
- Establish a school wide Parent Advisory Council to provide advice on all matters related to parental involvement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.
  - **July 27, 2017 Open House**
  - **August 24, 2017 Annual Title I Meeting**
  - **September 28, 2017 Infinite Campus Workshop**
  - **October 26, 2017 Curriculum Night**
  - **January 25, 2018 ESOL English Workshop**
  - **February 8, 2018 Why Attendance Matters**
  - **February 22, 2018 ESOL Math/FLP Workshop**
  - **March 22, 2018 GA Milestone Workshop**
  - **April 5, 2018 Proctor Training**

## **DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT**

### **POLICY COMPONENTS**

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
  - Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
  - Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
  - Train parents to enhance the engagement of other parents.
- X To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- X Adopt and implement model approaches to improving parent and family engagement
- Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
  - Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.