

Parent and Family Engagement

1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set-aside, and the right of parents involved. (Sec. 1116(c)(1))

During the fall of each school year, SMS holds its annual meetings for all parents of participating students. Parents are notified of the meetings through (1) notices sent home, (2) school website postings, (3) marquee sign reminders, (4) social media postings, as well as (5) SchoolCast calls. The following topics will be discussed at this year's meeting: Continuous Improvement Plan (CIP); an explanation of the school's curriculum and the state's content standards; Title I program and participation, its services, and parents' rights; Parent and Family Engagement Section of the CIP (Overview and Distribution); School-Parent Conference Forms (testing results); the parent center and parenting set-aside budgets; online parent survey; Student-Parent Compacts; and LEA Consolidated Plan.

2a. Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.

The leadership and staff of SMS have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. In addition, the parent center will offer parenting workshops at varying times to include morning sessions and evening sessions. The parent center will be open every school day during school operating hours for parents to pick up materials and information or meet with the parent organizer.

2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making).

SMS believes in involving parents in all aspects of its Title I programs. The parent representatives included on the CIP committee were active participants in the development of the plan and were involved from the first meeting of the committee. In addition, all parents were given the opportunity to review the plan and offer their input before the plan was approved. For the Parent and Family Engagement Plan, all parents were given surveys at the start of the school year, seeking their input on activities, training, and materials that the school should offer to parents during the school year. Each year, the CIP and the Parent and Family Engagement Plan are reviewed and evaluated. Results of parent surveys are reviewed by the parent representatives and the entire CIP committee to determine if changes are needed.

2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

SMS uses its parental involvement funds to purchase all materials and supplies in the school's parent center and to provide materials and office supplies for the parent organizer.

3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. (Sec. 1116(c)(4)(A)(B)(C))

At the annual meeting of parents at the beginning of the school year, SMS will hold a general meeting to present information about the Title I programs, the curriculum, and forms of academic assessment used. Basic curriculum content will be outlined for parents. Parents will be informed how teachers update staff webpages weekly to ensure that parents have access to details about assignments, assessments, and other important information. They will also learn how to schedule parent-teacher conferences and how they can participate in decisions related to the education of

their child. Parents will be given a copy of the Title I parent packet, which includes more detailed information on these topics, a parent survey, as well as a copy of the district and local school parental involvement plans.

4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School-Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated). (Sec. 1116(d))

SMS revises the school-parent compact each May. All parents are given a copy of the compact, signed by the principal, during registration. The compact is explained to parents, and parents are asked to sign the compacts, signifying their commitment to working in partnership with the school to ensure the success of their child. Additionally, students sign the compact to solidify the ownership of their education. During faculty meetings, the compacts are discussed with teachers who then keep a copy of the compact in their classrooms for use during parent-teacher and/or student-teacher conferences.

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))

In May of each school year, the SMS CIP Committee meets to review, evaluate, and revise the plan. Parents, students and community stake-holders serve on the committee. The principal invites parents to submit comments or suggestions regarding the plan through the "Principal's Corner" page of the website.

6a. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

SMS CIP Committee works diligently to ensure all parent materials and training are closely aligned with the school's identified goals. Saraland has its own parent center within the school and a parent organizer to help parents obtain information. The center houses materials (in English and Spanish) for parents to check out to learn ways they can help their child be successful. Throughout the year, parenting classes will be offered on topics that address identified school goals. Parent workshop topics will be based on the information obtained from the parent survey distributed after the annual parent meeting in October.

6b. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall educate teachers, office personnel, and other school 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.

SMS will continue to work with teachers through in-services, faculty meetings, and grade-level meetings to explain the importance of parental involvement opportunities for parents. This year,

the CIP committee placed special emphasis on the need to ensure a closer connection between the school's identified goals and parent involvement activities. The administration has set the expectation that teachers work closely with the parent organizer in planning parent involvement activities and securing materials that best meet the school's identified goals.

6c. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal 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.

SMS coordinates the parent involvement program for all parents. The Title I parent center provides resources for parents that can be gathered at their leisure. Additionally, the parent organizer is available each day to help answer questions and receive input from parents regarding ways the school can help their children.

6d. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

At the present time, SMS has ten EL students identified. If needed, any information on school meetings, parent notices, etc., can be provided in Spanish to parents. In addition, Saraland has a Spanish teacher and an ESL teacher who are bilingual to assist with communication as needed.

6e. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide such other reasonable support for parental involvement activities as parents may request.

SMS makes every effort to work with parents in meeting their requests as related to their involvement in their children's education. For example, the parent surveys that are distributed in the fall of the year are the driving force behind the topics covered in the parent workshops for the year. The surveys will also assist the school in determining the times and days of the week that will best meet the needs of the parents in the community.

7. Describe how the school will ensure the provision for participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities,

and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. (See ESSA Sec. 1117(f))

SMS provides opportunities for parents with limited English proficiency and parents with disabilities to participate in the academic program. Currently, SMS has ten students identified as EL. All parent notifications can be provided in Spanish (or native language) to parents or guardians. In addition, a Spanish teacher and a bilingual ESL teacher are available to assist with verbal communications. At this time, Saraland Middle School has no migrant students. Every effort is made to accommodate parents with disabilities. The school is a handicapped-accessible building.