

**TITLE I
2023-2024
School Parent and Family Engagement
Plan
for
Paul D. West Middle School**



“Where improvement is a process, not a destination”

**2376 Headland Drive
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Dr. Darrell Stephens, Principal

Revised on May 17, 2023

Paul D. West Middle School
Title I School Parent and Family Engagement Plan
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In support of strengthening student academic achievement, Paul D. West 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 Paul D. West 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

District Goals:

Goal #1:

Increase graduation rate by 2.5% from summer 2023 to summer 2024.

Goal #2:

Increase the percentage of students meeting grade level expectations on the reading/language arts Georgia Milestones by 3% from summer 2023 to summer 2024.

School Goals

Goal #1:

Increase the number of 6th -8th grade students scoring Level II in ELA/Reading by **3%**, as measured by the Georgia Milestone Assessment, by May 2023.

Goal #2:

Increase the number of 6th -8th grade students scoring Level II in mathematics by **3%**, as measured by the Georgia Milestone Assessment, by May 2023.

Focus Areas for 6-8th Grade:

Math

- Tier I Instruction

Reading/Literacy

- Tier I Instruction
- Writing Across Content Areas

Interventions

PDWMS Mission:

The mission of Paul D. West Middle School is to educate our students to their fullest potential so they will become responsible, productive citizens in a global society.

PDWMS Vision:

We envision a professional learning community dedicated and committed to building the future one student at a time, bridging the gap between the school and the community, and bonding together to achieve our primary goal, which is student success.

JOINTLY DEVELOPED

At Paul D. West Middle School, (PDWMS), we will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, 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. Parents will be invited to:

- Parents used our Qualtrics survey link in the Fall to review, revise and offer their input.
- The PFEP is made available at the South Fulton local library, the Counseling Suite and in the Main Office for all parents.
- If a parent is not satisfied with the plan, they are welcome to submit their comments to the school. The school will then submit their parent's complaints to the district in a timely and appropriate manner.
- The school will provide opportunities for all parents to engage in regularly scheduled meetings and provide on-going opportunities at the parent's request.

ANNUAL TITLE I PARENT MEETING

Paul D. West Middle School will take the following actions to conduct an Annual Title I Parent 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 Plan, the schoolwide plan, and the School-Family Compact. PDWMS will hold its Annual Title I Parent Meeting in the fall of each school year prior to November 1st. All parents will be invited to attend the Annual Title I Parent Meeting via School Messenger which sends out a phone call, a text message and an e-mail correspondence to all parents and the school's website.

COMMUNICATIONS

Paul D. West Middle School will take the following actions to provide parents of participating children the following:

- 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.
- 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, childcare or home visits, as such services relate to parent and family engagement:
 - The school's Parent and Family Engagement Plan will be **distributed to all families prior to November 1st** each school year. It will be available in the front office, on the school's website, in the Parent Resource Center, and at all parent workshops and events after distribution. The Parent and Family Engagement Plan will be written in language that parents understand. It will be delivered in a timely manner upon completion. The school will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents, guardians, and families of students in Title I programs in an understandable format using parent-friendly language. Paul D, West will offer meetings at various times (such as in the morning and in the evening) for parent convenience and may provide with Title I funds childcare, transportation, multiple forms of information distribution if transportation is not available. Paul D. West will offer meetings in different formats such as individual meetings, parent-teacher conferences, live streamed or streaming services.
- The residential facilities for students in the Paul D. West attendance area are included in the family engagement correspondence and activities.

SCHOOL-FAMILY COMPACT

Paul D. West Middle School will take the following actions to jointly develop with parents of participating children a school-family compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and how the school and parents will build and develop a partnership to help children achieve the state's high standards. PDWMS will conduct Parent Input Meetings in the Spring each school year to review and revise the School-Family Compact for the following school year.

RESERVATION OF FUNDS

Paul D. West Middle School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

- If the district receives more than \$500,000 in Title I allocation, then it must reserve 1 percent for parent and family engagement activities. If the school is allocated a percentage of the 1 percent, describe/list how the school will share with parents the budget for parent and family engagement activities and programs and how parents will be involved in providing input into how the funds are used.
- Each Spring or Fall all families and stakeholders are invited and encouraged to attend our Input Meetings. Parents are offered opportunities to provide input on how the 1% of family engagement funds are spent. Parents can provide feedback using a feedback form which is located on the school's website or parent resource center.

COORDINATION OF SERVICES

Paul D. West Middle School will, to the extent feasible and appropriate, coordinate and integrate School Parent and Family Engagement programs and activities 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:

- Coordinate and integrate strategies and programs for incoming 6th graders and out-going 8th graders by providing transition meetings, school tours and parent meetings at the parents' request to improve transitions for students and families.
- Hosting parent engagement events based on feedback from Input Meetings
- Building community partnerships in order to encourage parent engagement.

BUILDING CAPACITY OF PARENTS

Paul D. West Middle School will build the parents' capacity for strong school-parent and family engagement to ensure effective engagement 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 proficiency levels students are expected to meet.
 - Parent-Teacher Conferences
 - Curriculum Nights (Math, Literacy Night)
 - Annual Title I Parent Meeting
 - Academic Parent Workshops
 - School-wide form distribution
 - Links on the school's webpage
 - Georgia Milestones

- Providing materials and training twice a month that help parents to work with their child to improve their child's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The State's academic content standards.
 - The State's student academic achievement 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

First Semester

Event	Purpose	Date	Method
Annual Title I Parent Meeting	To help you as a parent or guardian to be informed about your rights to be involved in the educational needs of your child as it relates to including Title I Requirements, School-wide Curriculum Focus, Parent and Family Engagement and Instructional Resources, and Parent's Right to Know.	Tuesday, August 22, 2023	Face to Face
Literacy Curriculum and TAG Night	To learn more about Literacy and English/Language Arts Curriculum Focus, and the Talented and Gifted Program, as well as how to monitor your child's academic progress in these areas.	Tuesday, September 19, 2023	Virtual
English Language Learner Parent Night	To learn more about the Curriculum Focus for students who are English Language Learners as well as how to monitor your child's academic	Tuesday, October 24, 2023	Face to Face

	progress in these areas.		
Technology Night	To learn how to monitor your student's academic progress through Microsoft Teams, Infinite Campus, and Classlink, and be educated on the harms of copyright piracy.	Tuesday, November 14, 2023	Virtual
Math Night	To learn more about the Math Curriculum Focus as well as how to monitor your child's academic progress in these areas.	Tuesday, December 12, 2023	Virtual

Second Semester

Event	Purpose	Date	Method
Assessments Night	To learn how to partner with educators to improve your child's achievement on State academic standards as well as state and local academic assessments.	Tuesday, January 24, 2023	Virtual
Connections to STEM Workshop	The purpose is to delve deeper into technology resources that support the Science Curriculum and Math Curriculum including our Computer Science connections classes aimed at enriching technology, inquiry and numeracy.	Tuesday, February 14, 2023	Virtual
Stakeholder Input Meeting	To provide input on our School Parent-Family Plan and Compact, as well as to discuss the 1% set-aside for Parent and Family Engagement.	Tuesday, March 26, 2023	Virtual
Middle School Transition Night	To learn how to continue to support your child's academic success as they transition from elementary to middle school.	Tuesday, April 23, 2023	TBD

Our parent engagement meetings are designed to provide parents with resources and materials they need to become more effective and actively involved in their children's education. We will continue to provide our parents, families and community with various forms of communication, including translations such as the parent/student handbook, newsletters, e-mails, Title I Newsletters, and School Messenger calls. We will provide parents with individual student academic assessment results and interpretation of those results. The school will also offer parents and guardians academic workshops, as well as material and strategies that can be used to support their child's academic success. The Parent Resource Center will also provide material and technology that will help parents/guardians monitor their children's academic achievement. Parents and guardians will be provided opportunities to partner with the school and their children's teachers, as well as encourage the engagement of other parents.

BUILDING CAPACITY OF SCHOOL STAFF

Paul D. West Middle School will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate, and work with parents as equal partners, in the value and utility of contributions of parents and in how to implement and coordinate parent programs and build ties between parents and the school by:

- Providing on-going strategies for teachers to engage parents in the overall academic program of their children at PDWMS this school year.
- The Title I Parent Liaison will present an in-service, building capacity training to the PDWMS Staff each semester, to focus on core communication and partnerships with parents, guardians and families.
- Staff will also be educated on the value and unity of contributions from parents and guardians as well as a better understanding of how to reach out to, communicate with (in a timely manner) and utilize parents as equal partners in their child's education to build a bridge or strong connections between home and school.
- On-going collaboration with staff to continue review or application of practice to follow-up on training (including surveys, assignments, and applicable practice) to work with and view parents as equal partner.

Parent Resource Center

Alisa Forts, Parent Liaison

Phone: 470-254-8762

Email: forts@fultonschools.org

Hours: 8:25 am – 4:05 pm

Mrs. Martha Hickman

Phone: 470-254-8774

Email: hickmanm1@fultonschools.org

Hours: 8:25am – 4:05pm

SHARE YOUR THOUGHTS

We want to hear from you. If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form in the Main Office:

(Please provide your feedback and suggestions to the School Parent and Family Engagement Plan below.)

