

R. J. Murray Middle School

Parent and Family Engagement Plan 2023-2024

I, Esther Seward, 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 - 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 8101 of 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;
- Jointly develop/revise with parents the school Parent and Family Engagement Plan and distribute to parents of participating children and make available to the local community;
- Involve parents, in an organized, ongoing, and timely way, in the joint development of planning, reviewing, and making improvements to the school Parent and Family Engagement Plan;
- Use the findings from the Parent and Family Engagement Plan review to design strategies for more effective parental involvement, and to revise, if necessary, the school's Parent and Family Engagement Plan;
- If the plan for Title I, Part A, developed under [ESEA Section 1116], 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;
- Provide to each parent an individualized student report about the performance of their child(ren) on the state assessments [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; 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.

Signature of Principal	Date
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Parent and Family Engagement Mission Statement (optional)

Response:

Involvement of Parents

Describe how the school will involve parents 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].

Response:

Parents will be made aware of Title I activities via the School Messenger notification system; student-delivered handouts; e-mails, school website, and monthly SAC and PTO meetings. The administrative leadership team will develop a Parent Involvement Committee based on leadership qualities demonstrated at RJ Murray Middle and volunteers from the community. The committee will be responsible for making sure high-quality, Title I activities are provided and will assure parental participation within the decision-making process of school improvement activities. RJ Murray Middle School will solicit input and involve parents in Title I programs through SAC meetings, PTO meetings, and student & parent surveys. Parents will be invited to the annual Title I meeting and given an opportunity to share concerns, provide input, and review the Parent and Family Engagement Plan. Communication will be documented through agendas, sign-in sheets and presentation of material. The PFEP will be presented to parents during the annual Meeting. Additionally, the school PFEP will be placed on the school’s website and hard copies will be available upon request.

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, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [ESEA 1116].

	Program	Coordination
1	IDEA (Students with Disabilities)	The Individuals with Disabilities Education Act (IDEA) ensures that all children with disabilities are entitled to a free appropriate public education to meet their unique needs and prepare them for further education, employment, and independent living. Title I seeks to educate families on how to work with students falling under IDEA at home to be successful in the classroom and give families strategies for providing a safe environment.
2	Supplemental Academic Instruction (SAI)	This “super categorical” is a fund created to assist districts in providing supplemental instruction to students in kindergarten through grade 12. Title I seeks to provide training and resources to families to help their children be successful in school, graduate on time, and become college and career ready.
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Annual Parent Meeting

Describe the specific steps the school will take to conduct an annual meeting designed to inform parents of participating children about the school's Title I program, the nature of the Title I program, Adequate Yearly Progress, school choice, and the rights of parents.

	Activity/Tasks
1	Parents will be made aware of the annual meeting via the School Messenger notification system and weekly school newsletter.
2	During the annual meeting, parents and families will be informed of the school's Title I program, as well as the resources available within the school.
3	Parents will be made aware of the of R.J. Murray Middle Schools goal to empower parents in the quest to support their student's academic achievement; social emotional development; and growth from the moment they enter school until they exit into the workforce and/or college.
4	During the meeting, parents will be informed of the school's goal to improve the school's grade from a "C" to an "A" and the steps the school will take to reach the projected goal.
5	Parents will be advised of the school choice options and their rights for students zoned for R.J. Murray Middle School and the steps required should they decide to exercise their right to have their child attend a different school. Additionally, the rights of parents to know of their child's teacher's state certification credentials and who they should contact for such information will be shared.

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 parent and family engagement [ESEA Section 1116].

Response:

- AM Sessions at different times
- PM Sessions at different times

We will utilize Title I funds to hire staff for childcare services during parent meetings. Meetings will be offered in the morning for those parents who can attend, and additional meetings will be provided during the evening for parents working throughout the day.

Building Capacity

Describe how the school will implement activities that will build the capacity for meaningful parent/family involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement. Describe the actions the school will take to provide materials and training to help parents work with their child to improve their child's academic achievement. Include information on how the school will provide other reasonable support for parent/family engagement activities under [ESEA Section 1116)].

	Content or Type of Activity	Implementation
1	Title I Developmental Meeting	School administration will partner with parents and families to discuss and plan Title I activities to assist students with their academic progress.
2	Family/Parent nights	School administration along with academic leadership will increase parental understanding of test-taking strategies and ways to monitor student progress. Additionally, we will increase parent/community awareness and involvement regarding the events/activities at MMS; students have a greater opportunity to be successful when there are more stakeholders involved in their educational experiences.
3	Open House	Administrative team, teachers, and school staff will provide parents/community with an opportunity to meet/greet administrative team, teachers, and school staff.
4	8 th Grade Virtual Parent Night	Increase parent/community awareness on FAST state assessments, and end of the year activities for 8 th grade students. Administrative team, teachers, and school staff will discuss positive behavior and incentives.
5	SAC	Increase parent/community awareness and involvement regarding the events/activities at MMS. When more stakeholders are involved students have a greater opportunity to be successful.
6	Honor Breakfast	Administrative team, teachers, and school staff will invite parents to attend a breakfast to recognize students on the all "A" honor roll.
8	Fall Festival	Increase parent/community awareness and involvement regarding the events/activities at MMS. When more stakeholders are involved students have a greater opportunity to be successful.
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Staff Development

Describe the **professional development activities** the school will provide to educate the teachers, specialized instructional personnel, principals, other school leaders and other staff with the assistance of parents/families, **in the value and utility of contributions of parents/families, including how to reach out to, communicate with, and work with parents/families as equal partners.** Include implementation and coordinating of parent/family programs and in details of building ties between parents/families and the school. [ESEA Section 1116]

	Activity	Building Ties Between Parents/Families and the School
1	Parent Involvement Plan Overview	RJ Murray Middle School will provide the faculty with an overview of the Parent and Family Engagement Plan, as

		well as in-service on the value of parents and how to create symbolic relationships. Training will take place during early release Wednesdays and monthly PLCs.
2	Parent Involvement Plan Implementation	RJ Murray Middle School will provide professional development to the staff on how to build positive relationships with parents and families. Teachers and staff will be instructed to make positive phone calls to parents and communicate the positive performance of students. This will build positive relationships between the school, parents, and families.

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].

Response:

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 proficiency levels students are expected to obtain;
- If requested by parents, 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, how the parents will submit the parent/family comments [ESEA 1116].

Response:

Information about the Title I program and activities will be communicated to parents weekly through the School Messenger notification system, student-delivered handouts, e-mails, the school marquee and website, and monthly SAC meetings. Parents will have the opportunity to formulate suggestions and participate (as appropriate) in decisions relating to their children's education via monthly SAC and PTO meetings. A copy of the Parent and Family Engagement Plan will be available on the school's website.

Accessibility

Describe how the school will provide full opportunities for participation in parent/family engagement activities for all parents (including parents with limited English proficiency, disabilities, and migratory children). Include how the school plans to share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand.

Response:

Information about parent and family engagement activities will be communicated to parents through the School Messenger notification system, student-delivered handouts, the school marquee, and monthly SAC and PTSA meetings. School Messenger has the capacity to send out recordings in Spanish and a number of other languages. Reports can be generated by the School Messenger system to track messages and the languages they are sent in. Parent events will be at the convenience of the majority of the parents and in a convenient location.

Discretionary Activities (optional)

Discretionary School Level Parental Involvement Policy Components: include any activities that are not required, but will be paid for through Title I, Part A funding (for example home visits, transportation for meeting, activities related to parent/family engagement, etc.).

	Activity
1	
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Evaluation of the Previous Year’s Parent and Family Engagement Plan

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 paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children) [ESEA Section 1116].

	Barrier	Steps the School will Take to Overcome
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Building Capacity Summary for the Previous Year

Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. Include participation data on the Title I annual meeting.

	Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
1	Honors Breakfast	2		Increase in the number of students achieving all “A’s”
2	Honors Lunch	1		Increase in the number of students achieving all “A’s”
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