



# ATTUCKS MIDDLE SCHOOL

Cambridge Global Communications Academy

*Excellence for Every Student Every Day!*

Cassandra Adderley, Principal



## School-Level Parent and Family Engagement Plan (PFEP) 2021-2022

### **Mission Statement**

Attucks Middle School's mission is to provide a quality and personalized education to all students, in a supportive, innovative, and secure environment while providing unique educational opportunities in the study of Communications, Broadcasting Arts, and Digital Media.

### **Engagement of Parents and Families**

Attucks Middle School will engage parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs in this part, 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) except that if a school's program is exempt from statutory or regulatory provisions, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114 b 2, and 1116(a) 2 B)].

Parents will be invited and encouraged to become active members of the School Advisory Council (SAC). At the SAC monthly meetings, parents will have input regarding the school's Title 1 allocation (inclusive of Professional Development and Parent Involvement allotments). Parents will be encouraged to participate in the development and decision making process of all Title 1 activities related to the school. An annual evaluation will be conducted using surveys for parents and students. The results will be analyzed to evaluate the effectiveness of the school's Parent Involvement Program. Adjustments will be made according to needs.

In addition to weekly Parent Link communication, we will develop a monthly newsletter that will be posted on our school website as well as a hard copy at the school's reception desk.

Workshops will be held to provide parents with tools and information to provide their students with the support needed for home learning.

### **Coordination and Integration**

Attucks Middle 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 (HIPPY); the Parents as Teachers Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title 111; Title IV; and Title VI [Section 1116(e)(4)].

Count	Program	Coordination
1	Title 1, Part A	Title 1 funds at Attucks Middle School will provide teachers to assist students and parents.
2	Title 1, Part A	Staff development funds are used to develop a comprehensive professional development plan to improve delivery of instruction through workshops designed to grow teachers professionally and ensure the increase of student achievement. The district coordinates with Title I   Title 2, and Title 3 to ensure staff development is provided.
3	Title 1, A	Parent involvement funds are utilized to fund academic parent nights, including Reading, Math, Science, Social Studies, and technology support, providing parents with the skills and tools they need to support their students at home.
4	Title 2	Provides substitute coverage for teacher training activities and professional development support
5	Title 3	English Language Learners (ELL) are instructed by a team of teachers specifically trained in research-based techniques of instruction for ELL students.
6	Supplemental Academic Instruction	If available, additional funds will used to fund a 10-week afterschool and/or

		Saturday camp to prepare for state standardized testing in Reading, Math, Science, and Civics.
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### **Annual Parent Meeting**

Attucks Middle School will take the following actions to convene an annual meeting, to which all parents and guardians of participating children shall be invited and encouraged to attend, to inform parents and guardians of their school's participation under this pad and to explain the requirements of this part, and the right of the parents and guardians engaged. Include the specific activity and/or activities, frequency and duration, evidence-based research on effective implementation and maintain documentation, ensuring that all parents and guardians are invited and encouraged to attend [Section 1116(c)(1)1.

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
August Annual Parent Meeting Date with Principal and Curriculum Leadership Team	August 20, 2020	Student data and performance presented to parents as to past year's achievement data.  Trainings presented to parents for Staff Development based on need.	Posted date evidenced by flyer, newsletter, Parent Link, Website, Facebook, Twitter, and Instagram.
Advertise date to staff, SAC, Parents and Community through flyers posted on the school website, social media (Twitter, Facebook, Instagram), newsletter, and Parent Link in multiple	August 2020 beginning 1 week before the start of school continuing up to the date of the Annual Parent Meeting/Orientation		Copies of Flyers, Parent Link, newsletter, Website, Facebook, Twitter, and Instagram will be posted.



Languages			
Work with Leadership team to plan agenda and Power Point presentation that includes all aspects of the Title 1 program including as legally required through Title 1 policy.	August 2020 to the date of Public meeting in the beginning of the school year.		
Conduct the public meetings, provide academic booths for parents to peruse to learn more about the curriculum and the Title 1 Pro ram	August 20, 2020		Copies of flyers, agenda, Power Point, and TEAMS attendance

### **Flexible Parent Meetings**

Attucks Middle School will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds under this plan, transportation, childcare, or home visits, as such services relate to parental involvement Section 1116(c)(2)].

Parent conferences are scheduled in the morning hours two days per week and offer flexibility in time slots. ESE parent meetings are conducted in the mornings and throughout the day to provide convenient times for parents. The Social Worker makes home visits where needed,

PTSA and SAC are conducted and supported on the same meeting night. Other events such as Open House, Fairs (such as Literacy, Science and STEM) are held in the evenings, so parents have the opportunity to participate in all or selected events. SAC parents have approved this collaboration and consider this a "Best Practice" which has increased parent involvement in Title 1 parent-student activities. Food and resources are provided at parent nights.

Magnet Coordinator provides school tours at convenient times for parents. These occur during the school day and are scheduled in advance to accommodate aren't schedules.

### **Building Capacity**

Attucks Middle School will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part — [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

<b>Specific Activity</b>	<b>Frequency and Duration</b>	<b>Evidence-Based Research</b>	<b>Evaluation of Implementation and Effectiveness</b>
Monthly SAC Meeting	Monthly/ 1 Hour August 2020 May 2021	Parental knowledge of practices empowers parents and students and ensures parents can assist their students.	SAC Agenda SAC Minutes
Meeting	As needed	Training on data analysis and ways to monitor School Improvement Plan will ensure the team is prepared to make decisions. Parental input for planning and implementation will be included.	SAC Sign-ins Student Achievement Data Parent Surveys
Family Literacy Night with Reading/ELA Departments, Social Studies & Scholastic Book Fair	Yearly	Parental knowledge of practices empowers parents and students and ensures parents can assist their students.	Flyers, Agenda, Sign-In Sheets, Parent Surveys

Math/Science/Technology Family Night	Yearly	Hands on activities are provided so parents and students can make connections between real life and real-life application of math and science skills. Math and Science standards will be reviewed with parents for a better understanding of the standardized tests.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
FSA Night	Yearly/January 2021	Provide parents hands on experience in solving FSA related questions preparing students for the FSA tests.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
Health & Wellness and Financial Literacy Fair	Yearly/February 2021	Parental knowledge of practices empowers parents and students and ensures parents can assist their students.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
Magnet Programs Meeting	Yearly/January 2021	Engage parents and students in activities related to the Cambridge Global Communications Academy offered at Attucks Middle School.	Flyers, Agenda, Sign-In Sheets, Parent Surveys

### **Staff Training**

Attucks Middle School will offer the following training to educate teachers, specialized instructional support personnel, principals, 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 schools [Section 1116(e)(3)]



Specific Activity	Frequency and Duration	Evidence-Based Research	Evaluation of Implementation and Effectiveness
Cultural Sensitivity Training	August 2020 November 2020 January 2021 April 2021	Best practices for faculty and staff working with non-English speaking students and parents. Best practices for faculty to create a culturally responsive classroom.	Agenda Sign-in sheets
Conducting Effective Parent Teacher Conferences	August 2020	Train faculty to share ways on how to hold parent-teacher conferences and how to help parents support their children at home academically	Agenda, Sign-in sheets

### **Other Activities**

Attucks Middle School will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].

Parents will be encouraged to attend ESE meetings and workshops on ways to help their children succeed in school. The Guidance Department will reach out to parents of low-performing students to meet with them one-on-one and offer ways to provide academic assistance at home.

The Title 1 Mobil Parent Unit will be scheduled to join our parent nights when available. Information regarding meetings and parent nights will be available in the front office, on the school's website, newsletters, and via social media.

### **Communication**

Attucks Middle School will provide parents of participating children the following [Section 1116(c)(4)]:

- Timely information about programs under this part [Section 1116(c)(4)(A)];
- A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];
- 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 respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and
- If the school-wide program plan under Section 1114 (b) 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 education agency [Section 1116(c) 5)].

Attucks Middle school will begin the year with a Title 1 Newsletter and a monthly Newsletter that will be distributed online, sent to parents via email/website and available in hard copy form in the front office. The Monthly Newsletter will contain information on the Title 1 School-Parent Compact, Right to Know Letters, location of the School Improvement Plan, and the Parent Involvement Policy.

The Title 1 Annual Public meeting provides descriptions of the school's curriculum and academic expectations for proficiency in all academic areas.

Monthly SAC meetings provide a way for parents to provide input and suggestions related to decisions affecting the academic programs at Attucks. Parents are recruited for SAC beginning at the Annual Title 1 Meeting and throughout the school year.

Parents are encouraged to provide feedback through events and the end of year surveys.

Parent input is sought at the Spring SAC meeting when the review of the Survey Result\* Parent Involvement Plan and School-Parent Compact are discussed and a roved.

### **Accessibility**

Attucks Middle School will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family member 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 [Section 1116(f)1.



To ensure that parents and guardians of our ELL students have equal accessibility, flyers for parent involvement activities are sent home in English, Spanish, Creole, and Portuguese.

To increase the involvement of students with disabilities, additional invitations are sent home to encourage additional participation and la an active role in meetings and decision making.

### **School-Parent Compact**

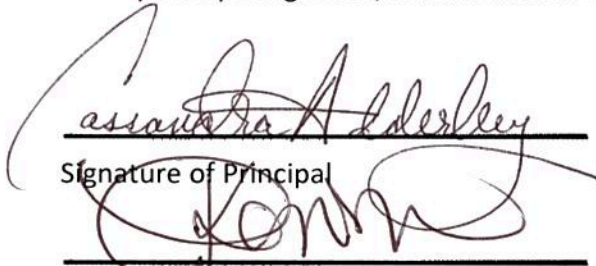
As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

### **Adoption**

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on 04/23/2021 and will be in effect during the 2021-2022 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2021.

  
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Signature of Principal

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SAC Chairperson

9/8/2021  
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Date

9/8/2021  
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Date