



ATTUCKS MIDDLE SCHOOL

Cambridge Global Communications Academy

Excellence for Every Student Every Day!

Cassandra Adderley, Principal



School-Level Parent and Family Engagement Plan (PFEP) 2024-2025

Mission Statement

Attucks Middle School's mission is to provide a quality, personalized education to all students, in a supportive, innovative and safe environment, while providing unique educational opportunities in the study of communications, broadcasting arts and digital media.

Parent and Family Involvement

Attucks Middle School will involve parents in an organized, ongoing, and timely manner in planning, reviewing, and improving the programs in this part, including planning, reviewing, and improving the school's parent and family engagement policy and co-developing the school-wide program plan under section 1114(b), except that if a school's program is exempt from legal or regulatory provisions, the school may use that process, if such process includes adequate representation of the parents of the 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 monthly SAC meetings, parents will have input on the school's Title 1 assignment (including Professional Development and Parent Engagement assignments). Parents will be encouraged to participate in the development and decision-making process of all school-related Title 1 activities. An annual assessment will be conducted using parent and student surveys. The results will be analyzed to evaluate the effectiveness of the school's Parent Engagement Program. Adjustments will be made according to needs.

In addition to Parent Link's weekly communication, we will develop a monthly newsletter that will be posted on our school's 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 necessary support for learning at home.

Coordination and Integration

Attucks Middle School will coordinate and integrate parent engagement programs and activities that teach parents how to help their children at home, to the extent possible and appropriate, including, but not limited to, other federal programs such as: Head Start; Early reading first; Even start; Home Instruction Programs for Preschool Children

(HIPPY); the Parent-Teacher Program; Voluntary Pre-Kindergarten; public preschool; Title I, Part C; Title I, Part D; Title III; Title IV; and Title VI (Article 1116(e)(4)).

Count	Program	Coordination
1	Title I, Part A	Title I funding at Attucks Middle School will provide teachers to assist students and parents.
2	Title I, Part A	Staff development funds are used to develop a comprehensive professional development plan to improve instructional delivery through workshops designed to grow teachers professionally and ensure increased student achievement. The district coordinates with Title I, Title II and Title III to ensure staff development is provided.
3	Title I, Part A	Parent engagement funds are used to fund parents' academic evenings, 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 II	Provides substitute coverage for teacher training activities and professional development support
5	Title III	English Language Learners (ELLs) are instructed by a team of teachers specifically trained in research-based instructional techniques for ELL students.
6	Supplemental Academic Instruction	If available, additional funds will be used to fund up to 13-week after-school camps and/or Saturday to prepare for state standardized tests in reading, math, science, and civics.

Annual Parent Meeting

Attucks Middle School will take the following steps to convene an annual meeting, to which all parents and guardians of participating children will be invited and encouraged to attend, to inform parents and guardians of their school's participation under this booklet

and to explain the requirements of this part, and the right of committed parents and guardians. Include 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.

Specific activity	Frequency and duration	Evidence-based research	Evaluation of Implementation and effectiveness
Title I Annual Parent Meeting – Open House with Principal and Curriculum Leadership Team	1, August – September 2024	Student data and performance presented to parents regarding last year's performance data. Trainings presented to parents for staff development based on need.	Publication date evidenced by brochure, newsletter, parent link, website, Facebook, Twitter and Instagram.
Announce the date to staff, SAC, Parents and Community through flyers posted on the school's website, social media (Twitter, Facebook, Instagram), newsletter and Father Link in multiple Languages	August 2024 beginning 1 week before school start continuing to the date of the Annual Parent/Orientation Meeting		Copies of brochures, parent link, newsletter, website, Facebook, Twitter and Instagram will be posted.
Work with the leadership team to plan the agenda and PowerPoint presentation that includes all aspects of the Title 1 program, including as required by law	From August 2024 until the date of the public meeting at the beginning of the school year.		

through the Title 1 policy.			
Conduct public meetings, provide locations for parents to learn more about the curriculum and the Title 1 Program	1, January, February, March of 2025		Copies of flyers, agenda, Power Point

Flexible parent meetings

Attucks Middle School will offer a flexible number of meetings, such as morning or evening meetings, and may provide funding under this plan, transportation, child care, or home visits, as such services relate to parent involvement Section 1116(c)(2)].

Parent conferences are scheduled in the morning two days a week and offer flexibility in time slots. ESE parent meetings are held 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 held 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 to be a "Best Practice" that has increased parent involvement in Title 1 parent and student activities. Food and resources are provided on parents' nights.

Magnet Coordinator offers school tours at convenient times for parents. These occur during the school day and are scheduled in advance to accommodate schedules.

Capacity-building

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

Specific activity	Frequency and Duration	Evidence-based Research	Evaluation of Implementation and Effectiveness
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SAC Monthly Meeting	Monthly/ 1 Hour August 2024 - May 2025	Parents' knowledge of practices empowers parents and students and ensures that parents can help their students.	SAC Agenda SAC Minutes
Meeting	As needed	Training on data analysis and ways to monitor the school The Improvement Plan will ensure that the team is prepared to make decisions. Parental input for planning and implementation will be included.	SAC Logins Student Performance Data Parent Surveys
Cambridge Night	Annual/ October	Parents' knowledge of practices empowers parents and students and ensures that parents can help their students.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
Literacy Night with Reading/ELA, Social Studies, Math, Science, and Technology Family Night	Annual/January	Hands-on activities are provided so parents and students can make connections between real life and real-life application of content area standards will be reviewed with parents for a better understanding of standardized tests.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
EOC Night	Annual/December	Provide parents with hands-on experience in solving FSA-related questions by preparing students for FSA exams.	Flyers, Agenda, Sign-In Sheets, Parent Surveys
Health and Wellness and Financial Education Fair	Annual/March	Parents' knowledge of practices empowers parents and students and ensures that parents can help their students.	Flyers, Agenda, Sign-In Sheets, Parent Surveys

Staff training

Attucks Middle School will offer the following training to educate teachers, specialized educational support staff, principals and other staff, with parent assistance, on the value and usefulness of parent contributions, and on how to reach, communicate and work with parents as equal partners, implement and coordinate parent programs, and building 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 2024 November 2024 January 2025 April 2025	Best practices for teachers and staff working with non-English speaking students and parents. Best practices for teachers to create a culturally responsive classroom.	Address book login sheets
Conduct effective driving Parents and Teachers Conferences	August 2025	Train teachers to share ways on how to hold parent-teacher conferences and how to help parents academically support their children at home	Address Book, Logon Sheets

Other activities

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

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

The Title 1 Mobile Parent Unit will be scheduled to join our parent nights when available. Information about parent meetings and nights will be available at the main office, on the school's website, newsletters and through social media.

Communication

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

Specific activity	Frequency And Duration	Evidence-based research	Evaluation of implementation and effectiveness
College and Career Preparation Day	Annually/ March	This opens the door for students by encouraging them to take a meaningful step toward knowing which university they would like to attend and possible careers of interest.	Handouts, Agenda, Registration Sheets, Student and Parent Surveys

- Timely information on programs under this part [Section 1116(c)(4)(A)];
- A description and explanation of the curriculum in use at school, the forms of academic assessment used to measure student progress, and the performance levels of the challenging state academic standard; and [Section 1116(c)(4)(B)];
- If requested by parents, opportunities for regular meetings to make suggestions and to participate, as appropriate, in decisions concerning the education of their children, and to respond to such suggestions as soon as possible [Section and 1116(c)(4)(C)];
- If the school-wide program plan under Section 1114(b) is not satisfactory to the parents of the participating children, please submit any parent feedback 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 monthly newsletter that will be distributed online, sent to parents via email/website, and available in print at the main office. The monthly newsletter will contain information on the School-Parent Pact of Title 1, the Right to Know Letters, the location of the School Improvement Plan, and the Parent Engagement Policy.

The annual Title 1 public meeting provides descriptions of the school's curriculum and academic expectations for competition in all academic areas.

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

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

Parent input is solicited at the SAC spring meeting when discussing and revising the Survey Outcome: Parent Engagement Plan and School-Parent Pact is discussed and reviewed.

Accessibility

Attucks Middle School will provide comprehensive opportunities for participation in parent engagement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and relatives of migrant children). Including the provision of school information and reports required under section 1111 in a format and, to the extent possible, in a language that such parents understand [Section 1116(f)1.

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

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

School-Parent Compact

As a component of the school-level parent engagement plan, each school shall jointly develop, with the parents of all children served under this part, a school-parent compact, outlining how parents, all school personnel, and students will share responsibility for improving students' academic performance [Section 1116(d)1.

Provide the LEA electronically with the School-Parent Covenant and evidence of parental involvement in the development of the covenant.

Adoption

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

This plan was adopted by the school on 02/22/2024 and will be in effect for the 2024-2025 school year. The school will make this plan available to all parents of children participating in Title I, Part A, on or before September 30, 2024.


Principal Signature

3/22/2024
Date


President of SAC

3/22/2024
Date