



# School Parent and Family Engagement Plan

2023-2024

School Name: Mills Middle School

Facilitator Name: Ms. Tonya Sims

Dr. E. Lisa Watson, Instructional Leader

## **Committee Members Role:**

Dr. E. Lisa Watson, Instructional Leader

Mr. Marcelle Goins, Assistant Principal

Mrs. Mary C. Bailey, Assistant Principal

Mrs. Mrs. Rebecca Groot, Counselor

Mr. Jessi Beavers, Math Coach

Mrs. Melissa Morrison, Literacy Coach

Ms. Tonya Sims, Math Teacher/Dept. Chair/ Parent Coordinator

Mr. Kwadjo Boaitey, AVID Coordinator

Mrs. Shan Francomono, Librarian Teacher

Mrs. Charde Wilson, Reading Specialist/Excel teacher

Mr. Brian Glass, Health Teacher/Athletics Coach

Mr. Larry Williams, East Facilitator/PBIS

Mrs. Shemekia Stephens, Attendance Clerk

TBA: PBIS coordinator/Dept Chair/Science teacher

Parent: TBA

## **1: Jointly Developed**

**Mills Middle School** will take the following actions to involve parents in the joint development of its school wide parental involvement plan under section 1112 of the ESEA:

- Survey parents for level of interest.
- Recruit volunteers to serve on the School Improvement Plan (SIP) Committee.
- Have parents work with school personnel throughout the year to improve student achievement and build a stronger home/school connection.
- Community Stakeholders/Business Partners

**Mills Middle School** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

- A. Meet to analyze student assessment data to determine the effectiveness of the actions stated in the SIP.
- B. Parent compacts will be jointly developed and reviewed with parents for the purpose of improving student achievement and building the home-school connection. All stakeholders will sign the Compacts as a commitment to meeting the standards and improving student achievement
- C. Complete and monitor Student Success Plans for 8th graders and NWEA/DCFA assessments for 6th, 7th and 8th graders. A copy will be kept in the student's assessment folder that will be revised each quarter.
- D. Discuss with parents at the first Parent-Teacher Conference the contents of the student

assessment folders. Review with the parents the strategies that will be used and the expectations to improve student achievement.

- E. The teacher will use Schoology, as per district policy, to provide grades and other classroom academic information to students and parents weekly. Teachers will post two grades per week in all subjects.
- F. The resource teacher/inclusion teachers will schedule Annual Review conferences with the classroom teacher, parent, and other appropriate staff.
- G. The resource teachers and inclusion teachers will meet with appropriate staff members to discuss modifications and I.E.Ps.
- H. Teachers will share students' progress and data during the parent/teacher conferences.
- I. Review, evaluate, and revise the Title 1, school improvement, assessment data and discipline summary by analyzing behavior documents, parental involvement, and teacher data to determine the program/planning effectiveness.
- J. Provide a survey to all parents to evaluate and determine parent needs, perceptions, and opportunities to increase parental involvement at Mills Middle School.
- K. Town Hall meetings will be held monthly to communicate with parents about upcoming school events, assessments, reports cards, games, and school wide events.

**Mills Middle School** will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency and/or limited literacy, or are of any racial or ethnic minority background).

**Mills Middle School** will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

The effectiveness of the actions of the Parental Involvement Plan will be evaluated periodically and annually by the results of a Parent Satisfaction Survey, the number of volunteer hours, PTO membership, parent involvement in school activities such as Festivals, Family Nights, Parent Teacher Conferences, Open House, and the number of parents requesting materials from the Parent Center. The Parent Involvement Committee will collect the data that will serve as baseline data for purposes of future evaluations.

- 1. A parent survey will be issued to discern parent involvement and/or concerns. A parent involvement committee will review, survey and evaluate data.
- 2. The parent center location will house a variety of materials for parents to review or check out.
- 3. Parents will be asked at every planned event such as family nights, parent teacher conferences, open house, science fair, PTO events, and Art Gallery Walk, for help as needed. Sign-in sheets will be provided. These will be collected by classroom teachers, PTO board members, and event sponsors.
- 4. Attendance sign-in sheets will be collected so a running record of parent attendance at each event can be tallied. The Parent Facilitator will keep these records and will coordinate with the committee to develop baseline data.

If the LEA plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, **Mills Middle School** will submit any parent comments with the plan, when the school submits the plan to the State Department of Education.

**Mills Middle School** will incorporate this district wide parental involvement policy into its LEA plan developed under section 1112 of the ESEA.

## **2: Annual Title I Meeting**

We will have a minimum of one TITLE 1 Parent Meeting per year. A tentative date has been set for October 11, 2023.

## **3:Communications**

**Mills Middle School** will take the following actions to ensure that information related to the school and parent- programs, grades, 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:

- A. Timely information covering all school related events, programs, and opportunities will be sent home via flyers.
- B. Schoology will be utilized to keep parents informed of all school related activities.
- C. We will use the district alert system to keep parents informed of school related activities and special notices.
- D. Teachers will utilize SchoolStatus and email to communicate with parents.
- E. Teachers will post grades weekly to Schoology. This allows the parents to keep abreast of their child's academics throughout the current school year.
- F. Teachers are required to post two grades per week. Teachers will print postings every Monday and submit them to the principal.

In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, **Mills Middle School** will provide full opportunities 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 ESEA in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.

**Mills Middle School** will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State located at Arkansas Children's Hospital in Little Rock, Arkansas.

## **4:School-Parent Compact**

Consistent with section 1118, **Mills Middle School** will work to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA

**MILLS MIDDLE SCHOOL  
PULASKI COUNTY SPECIAL SCHOOL DISTRICT**

## **PARENT-STUDENT-TEACHER-ADMINISTRATION TITLE I COMPACT AND OUTLINE FOR WORKING TOGETHER**

*Mission Statement The Mills Middle School Community will meet the  
personalized academic and social needs of all students to prepare them for success.*

If students are to achieve the high standards of conduct and accomplishments that parents and educators desire for students in the Pulaski County School District, there must be a recognition of the responsibilities that are unique to each participant in the child's education. This compact instills responsibility in each individual but requires the cooperative effort of all to make it productive. This compact between administrators, teachers, parents, and students is designed to produce high student performance that the Improving America's School Act Title I is committed to achieving.

### **THE SCHOOL (ADMINISTRATOR'S RESPONSIBILITY) SHALL:**

- Seek to create a safe, positive learning environment.
- Encourage positive communication with all parents during the school year.
- Nurture and support the partnership between home and school.
- Give recognition to students, parents, and teachers for their efforts.

### **THE TEACHER(S) SHALL:**

- Continue to provide a safe and positive classroom environment.
- Provide motivating learning experiences for all students.
- Strive to meet the individual needs of students.
- Cooperate with parents to ensure each child's success at school.
- Show appropriate respect to all students, parents, and co-workers.
- Provide a challenging and rigorous environment every day.

### **THE PARENT(S) SHALL:**

- Make school attendance and all needed school supplies a top priority.
- Discuss experiences with their children each day.
- Provide a quiet study area at home and encourage good study habits.
- Report concerns to their child's teacher.
- Read to and with their children regularly.
- Cooperate with the teacher's efforts to help their child succeed at school.
- Show appropriate respect to school personnel.
- Participate in activities relating to the education of their child.
- Participate in activities relating to the education of their child and volunteer as often as possible.

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **5: Reservation of Funds**

**Mills Middle School** will 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 parental involvement is spent, and will ensure that not less than 90 percent of the one percent reserved goes directly to the schools.

**Mills Middle School** will put into operation programs, activities and procedures for the involvement of parents with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.

#### **6: Coordination of Services**

**Mills Middle School** will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: PARK and PAT Center.

#### **7: Building Capacity of Parents**

**Mills Middle School** will be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*

- (A) That parents play an integral role in assisting their child's learning;*
- (B) That parents are encouraged to be actively involved in their child's education at school;*
- (C) That 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; and*
- (D) The carrying out of other activities, such as those described in Section 1118 of the ESEA.*

**Mills Middle School** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with mental health providers 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:

- A. Scheduling programs, events, PTO meetings, etc. throughout the school year.*
- B. The Parent Center will be available to all parents.*
- C. The automated phone call service will be utilized.*

**Mills Middle School** will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- A. Family nights (one per semester) will be held to provide materials and training to help work with their children to improve student academic progress.*
- B. After School Accelerated Learning program will be available to all students in an afterschool program/extended day services.*

**Mills Middle School** will provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described:

- The State's academic content/academic standards,
- The State's student academic achievement standards,
- The State and local academic assessments including alternate assessments,
- The requirements of Part A,
- How to monitor their child's progress, and
- How to work with educators

These topics mentioned above will be addressed at both Parent Teacher Conferences scheduled during the school year. The teachers will help parents understand test scores, content standards, or Act Aspire requirements. A letter explaining to parents how to work with educators will be dispensed to parents prior to each scheduled (mandated) Parent Teacher Conference. HAC/Schoolology will be explained to parents during these conferences and through a parent letter in the fall prior to the 1st report card.

#### **8: Building Capacity of School Staff:**

**Mills Middle School** will educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, 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 schools, by:

*One hour parent training will be conducted for the parents, faculty, and staff. The Parent Facilitator will provide this training or bring in outside resources. The district will initially provide training for the Parent Facilitator prior to both scheduled one parent training sessions.*

**Mills Middle School** will provide the necessary coordination, technical assistance, and other support to assist with Title I, Part A in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- Orientation and Open House at the beginning of school to inform parents of expectations, curriculum, and other necessary information
- Family Nights
- Parent/Teacher Conferences
- Participation and support of PTO to help with the home/school communication.
- Art Showcase
- Acknowledge cultural awareness months (Black history, Hispanic heritage, etc.)

#### **9: Building Capacity Discretionary:**

**Mills Middle School** will provide the necessary coordination, technical assistance, and other support to assist with Title I, Part A in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.

**Mills Middle School** will build the schools' and parents' capacity for strong parental 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, through the following activities specifically described below:

- Orientation and Open House at the beginning of school to inform parents of expectations, curriculum, and other necessary information
- Family Nights
- Science Projects and Fairs
- Book Fair
- Parent/Teacher Conferences
- Participation and support of PTO to help with the home/school communication.
- Monthly Newsletters
- Comet Basketball, Football, Track, and Cheerleading Teams
- Red Ribbon Week
- Talent Show
- Yearbook
- House System
- PBIS BLAZE Behavior Expectations
- Acknowledge cultural awareness months (Black history, Hispanic heritage, etc.)
- Incentives for Honor roll, growth, attendance, no tardies, no referrals, house celebrations and Field day
- Student interest clubs, house meetings, and mentoring
- Principal's Cabinet
- Art Showcase

## **Mills Middle School Parent Feedback Survey**

**Instructions:** Read each statement carefully and respond based on how you feel. Please respond to all statements.

**My child's school is a safe place to learn.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**My child's school provides a high quality education program.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**My child is given challenging work in all classes.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**If I call the school, I receive courteous attention.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**Students in my child's school are well behaved overall.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**The rules of this school are fair.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information



**Teachers in this school really seem to care about the students.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**This school promotes understanding among students from various backgrounds.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**Discipline of my child has been handled fairly at this school.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**When I have concerns about my child, I can count on the school for support.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**I receive enough communication from the school to keep me informed of its activities.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**I would like to communicate with my child's teachers through SchoolStatus or email.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**The buildings and grounds of my child's school are clean and safe.**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

**Does your child have home access to the internet?**

- ☐ Agree
- ☐ Disagree
- ☐ No Opinion or Not Applicable
- ☐ I Don't Know or I Need More Information

*How often during the past year did you (Parent) do the following:*

**Made sure reading material was available for your child**

- ☐ Daily
- ☐ Weekly
- ☐ Occasionally
- ☐ Not at all

**Discussed homework or read with your child**

- ☐ Daily
- ☐ Weekly
- ☐ Occasionally
- ☐ Not at all

**Placed limits on your child's use of technology (TV, Computer, cellphone, games)**

- ☐ Daily ,
- ☐ Weekly
- ☐ Occasionally
- ☐ Not at all

**Placed limits on non-instructional Chromebook usage**

- ☐ Daily
- ☐ Weekly
- ☐ Occasionally
- ☐ Not at all

**Students are often given the grades of A, B, C, D, or F to denote the quality of their work. What grade would you give your child's school if it were graded in the same manner? \_\_\_\_\_**

**Comments/Suggestions/Questions:**

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