

Meekins Middle School

Family and Community Engagement Plan

2021-2022

Meekins Middle School (MMS) understands the importance of involving families, and the community as a whole, in promoting higher student achievement and general good will between the district and those it serves. Therefore, the district shall strive to develop and maintain the capacity for meaningful and productive family and community engagement.

Meekins Middle School will use various communication strategies to provide additional information to parents and to increase parental involvement in supporting classroom instruction.

- The district's automated telephone messaging system will be used to remind parents of upcoming family and community activities and upcoming meetings.
- The text messaging service, Remind, will be utilized by classroom teachers to remind families of upcoming family engagement activities and upcoming meetings.
- The social media tools, Facebook, Twitter, Instagram, and Smore, will be used to communicate information to parents and community via acceptance to those private groups.
- Through implementation of PBIS (Positive Behavior and Intervention Systems), family communication will be available on the PBIS Rewards portal and phone app.
- Families are provided interim reports halfway through each nine week period and report cards will be provided every nine weeks by classroom teachers.
- MMS principal sends letters to parents informing them of the school's status, what that status means, and informing parents of their rights as outlined by policies established by the Department of Elementary and Secondary Education.
- Meekins Middle School staff utilizes eSchool for recording student attendance and grades. Parents will be provided a login by the student's homeroom teacher for the Home Access Center to monitor the student's progress.
- The school's principal will hold an annual Parental Involvement Meeting to give parents a report of the state of the school and to review what students will be learning, how students will be assessed, what parents should expect from their child's education, and how a parent can assist and make a difference in his child's education.
- MMS participates in the One Book, One School program to encourage literacy connections between children, families, and the school.

Meekins Middle School will hold meetings and activities throughout the year to increase family and community engagement and build staff and family capacity to engage in these types of efforts.

- Meetings are held at various times during the day or evening to better accommodate parents (e.g. What's Next Night for incoming 5th grade, Coffee with the Counselor)
- Instruction is provided by classroom teachers to parents on how to incorporate developmentally appropriate learning activities in the home environment.
- Two parent/teacher conferences are held each year. One during the first nine weeks period and the second during the third nine weeks period.
- Meekins staff sponsor and encourage families to attend an open house, PTO meetings, and other activities related to their student's academics.

- Teachers meet with parents to explain performance assessments and share grade level expectations.
- Teachers notify parents who have at-risk students who are failing to achieve proficiency on classwork, diagnostic testing, and standardized testing and will review the AIP for that student with the parent.
- In the spring, a meeting is held by the SJHS counselor to explain the course offerings at the Stuttgart Junior High School.
- Families and community members are welcome to visit the school through opportunities for service with the PTO or other volunteer programs (e.g. Real Men Read, Bring Someone You Love to Lunch, National Walk at Lunch Day, Tacky Sweater Dance, Pi(e) Night, Maker Faire.)
- MMS conducts an awards assembly each semester to showcase students achievements.
- Meekins Middle School principal conducts an annual Title I Meeting for families of the students who participate in the Title I program.
- Meekins Middle School, Park Avenue Elementary, and Stuttgart Junior High School principals and counselors work cooperatively to provide a smooth transition from one school to the next by raising parental awareness of procedures and related activities. The school hosts special orientation programs for parents and students to help with the transition. Parents will have the opportunity to tour the facility prior to the beginning of a new school year. (e.g What's Next Night at MMS for incoming 5th grade)
- Meekins Middle School principal and the Stuttgart School District Professional Development Committee shall require no fewer than two (2) hours of professional development for teachers designed to enhance the understanding of effective parental involvement strategies and no fewer than three (3) hours of professional development for administrators designed to enhance understanding of effective parental involvement strategies and the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation every four (4) years according to the Department of Elementary and Secondary Education.

Meekins Middle School will provide information to families about volunteer opportunities.

- A Family Volunteer Survey will be included at Open House by the Family and Community Engagement Coordinator. Parents will be encouraged to complete this document which will include a list of various volunteer opportunities and time preference for their participation.
- The Family and Community Engagement Coordinator will disaggregate the collected data by grade level and place the information in a Volunteer Notebook that will be housed in a central location to facilitate easy access to this information for the faculty.

Meekins Middle School will work with families to create a School/Parent Compact.

- School staff, parents, and students will develop a school-parent-student compact. This compact will outline how parents, school staff, and students share the responsibility for improving student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact.

Meekins Middle School will provide opportunities for parents to be involved in the development, implementation, and evaluation of the schoolwide school improvement plan and the Annual Title I meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program.

- Family and community members are invited and encouraged to assist school personnel on a variety of committees; such as the Building Level Committee, Family and Community Engagement Committee chaired by the Family and Community Engagement Coordinator, and ones that review the Stuttgart Public Schools Parent/Student Handbook chaired by the principal.
- The principal shall enable the formation of a Parent Teacher Organization that will foster family and community involvement within the school.

Meekins Middle School will provide additional resources for parents.

- A Family Resource Center is located at MMS and contains parenting books, magazines, brochures, and other materials regarding responsible parenting. Families will have the opportunity to check out materials and to use the computer to research best practices for families as it relates to their students' school lives. The Family Resource Center shall be maintained by the school counselor and Family and Community Engagement Coordinator.
- To promote and support responsible parenting, the principal shall authorize the purchase, as funds are available, for parenting books, magazines, and other informative materials regarding responsible parenting through the Family Resource Center. The purchased items will be advertised to families, and they are given the opportunity to borrow those materials for their review.
- Resources will include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions that have been developed by the School Handbook Committee.
- The principal of MMS will designate one certified staff member to serve as the building's Family and Community Engagement Coordinator.

Meekins Middle School will engage parents in the evaluation of family and community engagement involvement efforts.

- A Family Satisfaction Survey will be distributed during the Parent/Teacher Conferences in February by the Family and Community Engagement Coordinator.
- MMS Family and Community Engagement Committee will use the results and review of the Family Satisfaction Survey to plan the family and community engagement activities for the upcoming school year.

Successes:

- Option for In-Person Open House by groups, Parent-Teacher Conferences, PTO Meetings, and What's Next Night
- Options for PTO Meetings via Zoom
- Family Resource Center Updated
- Community Involvement for testing week and Field Day
- School-wide participation for One School, One Book
- Staff Development in Positive Behavior Intervention Systems

Barriers were addressed by:

- Hosting PTO meetings via Zoom and In-Person
- ESL Liaison for Interventions and Communication
- Dyslexia Interventionist

- Parent Communication through phone messaging, paper newsletters, virtual newsletters (posted on social media, emailed, and posted to school website)
- Social Media (Twitter and Facebook) used to communicate with videos, informative posts and newsletters, and celebrations
- Home internet access provided throughout the town with the use of buses outfitted with hot spots
- Hot Spots and Chromebooks provided to students for Virtual Learning
- Google Classroom instruction/Digital Resources
- Home access for iReady (literacy and math)
- Home access to Ready Math and Engage New York
- Home access to eBooks through a virtual library
- Home access to Accelerated Reader

**Meekins Middle School
Family and Community Engagement Committee**

Tawnya Herring - School Librarian (Chairperson)

Mollie Hoffpauir- 6th Grade Math Teacher

Cloud Jacobs - 5th Grade Social Studies Teacher
- Special Education Teacher

Julie Eldridge - Counselor

-5th Grade Parent

-5th Grade Parent

Heather Spoon -6th Grade Parent

Britany Jackson -6th Grade Parent

Kyla Neasley- Community Member

Parental Involvement Activities

August 2020 - Open House - All Staff

September 2020 - PTO Meeting -PTO President and Matt Euler
Parent Teacher Conferences - All Staff

October 2020 - Bring Someone You Love to Lunch Day - Tawnya Herring
Fall Into Literacy -MMS Staff

November 2020 - PTO Meeting - PTO President and Matt Euler
MMS Spelling Bee - Tawnya Herring/Cloud Jacobs

December 2020 - Tacky Sweater Christmas Dance - PTO and All Staff
Lunch with the Leadership - Leadership Team

January 2021 - PTO Meeting - PTO President and Matt Euler
Award Ceremony - Matt Euler, Classroom Teachers, and
Julie Eldridge

February 2021 - Parent Teacher Conferences - All Staff
Real Men Read (entire month) - T.Herring and Literacy Teachers

March 2021 - Pi(e) Night - All Staff
My School Color Run 5K - Running Club Sponsor (K. Wilson) and
Volunteer staff and parents
Maker Faire(GPC)- District wide, T. Herring, S. Strabala, T. Brickey,
C.Lambert, Classroom Teachers
Lunch with the Leadership - Leadership Team

April 2021 - National Walk At Lunch Day - Jane Reeves and Julie Eldridge/ Bring
Someone You Love to Lunch Day - Tawnya Herring (combined activity)
PTO Meeting - PTO President and Matt Euler

May 2021 - What's Next Night? - 5th Grade Staff
Talent Show- Sara Schroeder
Field Day - Eric Henderson and all staff
Award Ceremony - Sharon Konecny, Classroom Teachers, and Julie
Eldridge
Coffee with the Counselor - Julie Eldridge

**The committee is in the process of discussing adding a Cultural Fair to our list of activities.

Allocation of Family and Community Engagement Monies

Colored Paper - 100.00 - Quill

Ink Cartridge - 200.00 - Quill

Smore Online Newsletter Account - 80.00

Award Certificates -100.00 - Amazon

Fall Into Literacy Materials - 100.00

Pi Night Materials - 100.00

Engagement Activity Signage - 100.00

Real Men Read T-shirts - 150.00

Family and Community Engagement Books for the Resource Room- 200.00 - Amazon

Book Shelf for the Parent Resource Room - 100.00 -Wal-Mart

One Book, One School Program