

2023-2024 Title I Parent and Family Engagement Plan

School Name: Azalea Middle School

Please use the Comprehensive Needs Assessment Data and any other family engagement data to complete the following:

School's Mission Statement: Azalea Middle School creates a quality educational setting that prepares each learner for college, career, and life.

Measurable Outcomes: 1) High impact instruction to increase student performance on FAST assessments. 2) Positive Climate & Culture to reduce number of discipline referrals. 3) Data driven decisions to support strategies to increase student performance on assessments.

Building Capacity of Families

Describe how the school will implement activities that will build the capacity for strong parent and family activities, to ensure effective involvement of parents and to support a partnership among the school involved, parents, the community to improve student academic achievement [Section 1118(e)]. 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 [Section 1118(e)(2)]. Include information on how the school will provide other reasonable support for parental involvement activities under Section 1118 as parents may request [Section 1118(e)(14)].

<u>Content/Type/Name of PFE Event</u>	<u>Timeline</u>	<u>Anticipated Impact on Student Achievement</u>	<u>Evidence of Effectiveness</u>
New Student/6th Grade Orientation	July/August 2023	Assist parents/guardians and new students with school-wide and classroom expectations so that their child(ren) will be successful throughout the 2023-2024 school year.	Sign-in sheets, handouts, agendas, surveys, and presentation materials
Back-to-School Knight!	September 2023	Assist parents/guardians and students with school-wide and classroom expectations so that their child(ren) will be successful throughout the 2023-2024 school year.	Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials
AMS Conference Day – semester 1	October 16, 2023	Parents/guardians and students will have the opportunity to meet with teachers, administrators, and student services members to discuss academic and/or behavioral concerns regarding their child and come up with an intervention plan if necessary.	Parent conference sheets/notes/FOCUS; behavior contract; FBA; Tier 2 Behavior Plan; Academic PSW

<p>Black Knight Info Session: “FOCUS” on what AMS has to offer!</p>	<p>November 7, 2023</p>	<p>Parents/guardians will be aided with parent PORTAL/FOCUS and explanation of the PBIS and MTSS processes on campus! Additionally, we will have Boys & Girls Club present, as well as Ms. Fintak from Gulf Coast JFCS presenting about their agencies and what they offer to Azalea Middle’s students.</p>	<p>Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials</p>
<p>Black Knight Info Session: District Application Process</p>	<p>December 5, 2023</p>	<p>Parents/guardians will be informed of the district application process, deadlines, and programs offered throughout our district.</p>	<p>Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials</p>
<p>Black Knight Info Session: Literacy at Home & FAST information!</p>	<p>January 23, 2024</p>	<p>Parents/guardians will be provided with guidance regarding strategies they can use at home to promote highest student achievement in literacy across all content areas to support 100% gains on FAST Reading.</p>	<p>Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials</p>
<p>AMS Conference Day – semester 2</p>	<p>February 16, 2024</p>	<p>Parents/guardians and students will have the opportunity to meet with teachers, administrators, and student services members to discuss academic and/or behavioral concerns regarding their child and come up with an intervention plan and/or return as a follow up from Semester 1 conference day.</p>	<p>Parent conference sheets/notes/FOCUS; behavior contract; FBA; Tier 2 Behavior Plan; Academic PSW</p>
<p>“Black Knight Showcase”</p>	<p>March 5, 2024</p>	<p>The purpose of this “Black Knight Showcase” is to allow students to take ownership of their education and engage their parents/guardians in their learning. The premise is that parents/guardians will leave</p>	<p>Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials</p>

		understanding what their child does every day at school and what the expectations are for each content department, as well as clubs and extracurricular activities.	
Black Knight Info Session: Principal's Round Table	April 2, 2024	Parents/guardians will join in discussion and planning for the 2024-2025 school year.	Sign-in sheets, handouts, flyers, pictures, agendas, surveys, and presentation materials

Based on the data from the Comprehensive Needs Assessment, please complete the [Family Engagement Planning Sheet.pdf](#)

for an upcoming event that will be directly tied to the measurable outcome(s) above.

Describe the professional development activities the school will provide to educate the 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 [Section 1118(e)(3)]

<u>PD/Meeting Name</u>	<u>Timeline</u>	<u>Anticipated Impact on Student Achievement</u>	<u>Evidence of Effectiveness</u>
PLCs, House "Grade-level" Meetings, & Full Faculty Meetings	All year	Improve the ability of staff to work and communicate effectively with parents, thus creating a partnership between staff, students, and parents.	Parent contact log/FOCUS; high academic achievement (decrease in student failure rate/increase in student grades and assessments); teacher, parents, and STUDENT surveys – PLC minutes will also serve as evidence.
Child Study Team (full faculty presentation)	August 2023	Discuss the importance of teachers reaching out to parents/guardians regarding attendance, thus increasing student attendance.	CST app & FOCUS; improved attendance rates – presentation materials, staff attendance, and staff survey will also serve as evidence.
PBIS & "The Power of a Positive Phone Call" – 20 & out	September 2023 & January 2024	Train, guide, and inform all staff on the prolific impact positive phone calls home have on the relationship between staff, students, and parents; thus, improving positive climate and culture across the educational community.	Parent contact log/FOCUS; decrease in disciplinary referrals and increase in PBIS (determined by our data via PBIS Rewards).

How will school leadership actively build teacher and staff capacity related to ongoing family engagement connected to academic goals? **By continuing to model effective relationships with parents and families, train and discuss the importance, and motivate staff with positive supports.**

Title I Annual Parent Meeting Experience

Each school will convene an annual meeting designed to inform parents of participating children about the schools Title I program, the nature of the Title I program (schoolwide or targeted assistance), school choice, supplemental educational services, and the rights of parents. [Section 1118(c)(1)].

How will you get recorded feedback from parents about the meeting? How will the recorded feedback be used to inform future events? We will get recorded feedback from parents about the meeting via Microsoft Form survey. We will utilize the feedback to modify or adjust future events.

How will you address barriers to increase attendance and academic support at home? We will continue to partner with community resources and agencies to support families with significant obstacles; as well communicate with student services' members regarding barriers families may need assistance with to help their student regarding attendance or academics.

How will you ensure that parents unable to attend the Title I Annual Meeting receive the information? (Ex: using various modalities such as video with Flipgrid, School newsletter, Dojo or PBIS rewards). The meeting will be recorded and will be uploaded to our school's website and social media. We will also upload the presentation with the principal's and the school's Title I Coordinator's contact information.

Communication

Describe how the school will provide parents of participating children the following [Section 1118(c)(4)] • Timely information about the Title I programs [Section 1118(c)(4)(A)]; • 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 meet [Section 1118(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[Section 1118(c)(4)(C)]; and • If the schoolwide program plan under Section 1114 (b)(2) is not satisfactory to the parents of participating children, the school will submit the parents comments with the plan that will be made available to the local education agency [Section 1118(c)(5)].

We will provide information to parents regarding Title I programs in a timely manner using various methods of communication including meetings, letters home, the school messenger, email, social media, and the school website. At the Back-to-School Knight event and stand-alone Annual Title I Meeting, information about Title I programs, curriculum, and academic assessments will be shared in general meetings. Teachers will maintain sign-in sheets and provide a copy to the school's Title I Coordinator who will also maintain documentation on the dissemination of information, distribution methods, and timelines. Parents will be provided a response form (Microsoft Form) to complete to provide input or to ask questions. The principal will respond by email to all questions left. If a parent is unsatisfied with the school-wide program plan under Section 1114 (b)(2), they will be asked to provide their comments to the principal who will then provide the comments to the Title I office. Up-to-date information will also be kept at the "Parent Station" located in the front office for parent convenience.

Flexible Parent Meeting

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, childcare, or home visits, as such services related to parental involvement [Section 1118(c)(2)].

Azalea Middle School will continue to provide excellent customer service and availability for parents. The administrators will make themselves available to parents to the largest degree possible when parents come to the school with questions or concerns. We will offer morning, evening, virtual, and recorded meetings/trainings throughout the year. Our school's social worker will continue to make home visits for any student and family in need as it relates to their well-being and education.

Accessibility

Describe how the school will provide full opportunities for participation in parent and 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 programs, meetings, school reports, and other activities in an understandable and uniform format and to the extent practical, in a language parents can understand [Section 1118(e)(5) and 1118(f)].

Azalea Middle School will make the Parent and Family Engagement Plan (PFEP) available to parents in all languages represented at our school site on the school's website and social media. A hard copy of the PFEP will be housed in the "Parent Station" located in the front office and will be copied upon parent request. Written communication may be requested to be translated in languages other than English. Upon parent request, a translator will be made available at parent meetings and in the school office to provide translation services to ensure that parents are able to fully participate in parent meetings. American Sign Language (ASL) translation services will also be made available upon parent request.