


Pollard-McCall Junior High School  
2022-2023 Parent and Family Engagement Plan

  
Principal

Escambia County Board of Education

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## **Introduction**

All Title I Schoolwide and Targeted Assistance Schools must complete the following diagnostics: the Stakeholder Feedback Diagnostic, the Parent and Family Engagement Diagnostic, the Coordination of Resource/Comprehensive Budget Diagnostic and EITHER the Title I Targeted Assistance Diagnostic OR the Title I Schoolwide Diagnostic. Parent Survey must be done annually, electronically or by paper.

**1. Describe how the school will convene an annual meeting to inform parents of the school's participation in Title I and explain Title I requirements, including the 1% set aside, and the right of parents involved. (Sec. 1116(c)(1)).**

The Annual Meeting of Title I Parents was held on October 3, 2022, at PMJHS, in the auditorium. Parents were notified of the meeting through a flyer sent home, the school's Facebook page and the school's marquee. The parents have been reminded that they can view this information in the Parent Resource Center. Additionally, parents can request a copy of the information at any time from Ms. Bradley, the Parent Liaison/Counselor.

**2a. Describe how there will be a flexible number and format of parent meetings offered, such as meetings in the morning or evening, and may provide, with funds provided under this part, transportation, child care, or home visits, as such services relate to parental involvement.**

The Pollard-McCall Junior High School staff and leadership will hold meetings with regard to Title I program functions for parents throughout the year at flexible times. Notification for these meetings will always be through letters/flyers sent home, the school's website and/or Facebook page, School Status, the school's marquee and/or the use of the SchoolCast system. The PMJHS Parent Resource Center will be available to parents between the hours of 8:00 am. to 2:30 pm. to allow parents access to all important school documentation, including Title I information. If there is any other information that the parents and/or community needs it will be available upon request.

**2b. Describe how parents will be involved in the planning, review and improvement of the Title I Program (Note: State the school's process for how all Title I parents have the opportunity for involvement in decision-making).**

PMJHS will involve parents in the revision and evaluation of the School Parental Involvement Plan, the Title I Program, the ACIP and the School-Parent Compacts. In addition to invitation letters sent to all parents to participate and the Annual Title I meeting, specific parent representatives will be recruited to be on the Parental Involvement Committee and will be directly involved in the planning. Meetings will be scheduled with teachers, administrators, and the Parental Involvement Committee at designated times during the school year to review implementation of program goals. Copies of all important documents, as well as comment / suggestion/ dissatisfaction form are available upon request. Any forms turned in will be responded to in a timely manner.

**2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).**

Funds allocated for parental involvement are used to provide materials for the PMJHS Resource Center. The remaining funds are spent on various items including but are not limited to maintaining a computer/printer for parents, resources to be sent home for parents, and Parent Communication folders.

**3. Describe how the school provides parents of participating children timely information in a uniform format and, to the extent practicable in a language they can understand, about programs under Title I, a description and explanation of the curriculum in use, forms of academic assessments, and achievement expectations used, and, if requested by parents, opportunities for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. (Sec. 1116(c)(4)(A)(B)(C))**

A) A beginning of the year welcome letter home, the Annual Meeting of Title I Parents, Facebook, and Parent/Teacher conferences will allow parents the opportunity to hear important information pertaining to Title I programs and their child's education. All of the information is also available at any time on the school's website and in the PMJHS Parent Resource Center.

B) Each child's parent will have access to information on curriculum and assessments, through the Pollard-McCall Junior High School website as well as the Escambia County Schools district website. Additionally, the child's progress will be made known to parents periodically through one of the following ways: report cards, weekly progress reports accessible via Schoology, parent-teacher conferences, and phone calls from the teachers and administrators. State assessment information is sent to parents after each testing.

C) Parents are encouraged to contact the school whenever they feel inclined to discuss whatever subject they feel important. Conferences with teachers or administrators can be scheduled quickly and easily where both parties may meet at a reasonable time that will work for both parents and school officials. All of the information sent out by Pollard-McCall Junior High School is provided to parents in a timely manner and is presented in a way easily understood by all.

**4. Describe how parents, the school staff, and students share responsibility for improved student academic achievement for participating students (How the School Parent Compact is jointly developed with Title I parents; how it is used, reviewed, and updated). (Sec. 1116(d))**

The School-Parent Compacts are revised each year, along with the aCIP and Parent and Family Engagement Plan. Parents are always given an opportunity to provide input on the Compacts (as well as the other documents). All parents are encouraged to provide comments and feedback at any time through the school year either online or through the Parent Resource Center. Parent Compacts are sent during the first nine weeks of school and returned by students with parent signatures. This document outlines the responsibilities that all parties will carry out to enable each student to achieve. Each teacher at PMJHS has a digital copy of the Compact for their student. Compacts are discussed with parents at these meetings and at appointed parent-teacher conferences if the need arises.

**5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))**

Any parent wishing to voice dissatisfaction with the Continuous Improvement Plan has several avenues by which to do so. Notices sent home with students, as well as notices posted on the

school's website will make parents aware the plan is available for review. Parents have access to all school documents through the school's web site and from the Parent Resource Center throughout the school year. At any time parents may request copies of these documents from the school directly. Comment forms, which provide an opportunity to express dissatisfaction, are provided. Parents may submit comments in a variety of ways: through forms in the Parent Resource Center, on the website, in writing through their child or via email. All concerns will be addressed in a reasonable amount of time.

**6a. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement.

The Parent Resource Center is available (PRC) every school day from 8:00 a.m. to 2:30 p.m. All other parenting information is available upon request, at which time the information will be provided in a timely manner. The PRC provides materials for parents regarding a wide variety of issues, from literacy to parenting issues such as discipline and helping with homework.

**6b. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall educate teachers, office personnel, and other school 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 the school.

During the school year all staff members will be given opportunities to attend workshops on a variety of parental involvement topics. These opportunities will be at various times throughout the year, including faculty meetings, professional development days, and at times deemed necessary by the administration. Additional professional development will also be provided through the LEA if and when needed.

**6c. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children.**

**(See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with other federal programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

Parents are informed of all existing school programs through the school website, the School Cast system, School Status, Facebook and notices sent home. The Parent Resource Center (PRC), which provides important parent information regarding the education of their children, also has information regarding all other programs offered at PMJHS. All other parenting information is available upon request, at which time the information will be provided in a timely manner.

**6d. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

English is the primary language of all students served by this school. The school will make every effort to ensure that, to the extent possible, all information sent home will be in a language and form parents can understand if English is not the primary language. The Trans ACT compliance and communication center is available on-line for the school to access any parent information needed in different languages. The ECTACO Any Language Translator will also be available by request for all schools to assist with parents who speak a language other than English.

**6e. Describe how the school will build capacity for parental involvement including how parents will be encouraged to become equal partners in the education of their children. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).**

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, our school:

Shall provide such other reasonable support for parental involvement activities as parents may request.

The school shall provide reasonable support for parental involvement activities through telephone contacts (parent contact logs, school-cast system and school status), notices sent home, Facebook, the school's website and marquee. Opportunities for students to perform in a variety of ways to encourage parental participation will also be used.

**7. Describe how the school will ensure the provision for participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members 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. (See ESSA Sec. 1117(f))**

Pollard-McCall Junior High School will use any and all available resources to ensure that information and school reports are sent home in a language that is appropriate for each parent to have a full understanding of its content. Parents with disabilities will be accommodated in every manner possible. Parents with limited English proficiency and/or migratory children and parents will be directed to Mrs. Lotoya Cooper-West, Director of Federal Programs. The Trans ACT compliance and communication center is available on-line for the school to access any parent information needed in different languages. The ECTACO Any Language Translator will also be available by request for all schools to assist with parents who speak a language other than English. Every effort will be made to communicate with parents in their primary language. The LEA has an EL plan in place for students and parents.