

WARNER ROBINS MIDDLE
TITLE I FAMILY
ENGAGEMENT HANDBOOK



#WARRIOREFAMILY

#BESTOFTHEBEST

A Parent's Guide to Title I

What is Title I?

Title I, Part A is a federally funded program under the Every Student Succeeds Act (ESSA). The purpose of Title I under ESSA is to ensure that **all** children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments.

Which Houston County schools are Title I schools?

CB Watson Primary	Northside Elementary	Thomson Middle
Centerville Elementary	Northside Middle	Tucker Elementary
David Perdue Primary	Northside Elementary	Warner Robins High
Huntington Middle	Parkwood Elementary	Warner Robins Middle
Lindsey Elementary	Pearl Stephans Elementary	Westside Elementary
Miller Elementary	Perry Middle	
Morningside Elementary	Russell Elementary	



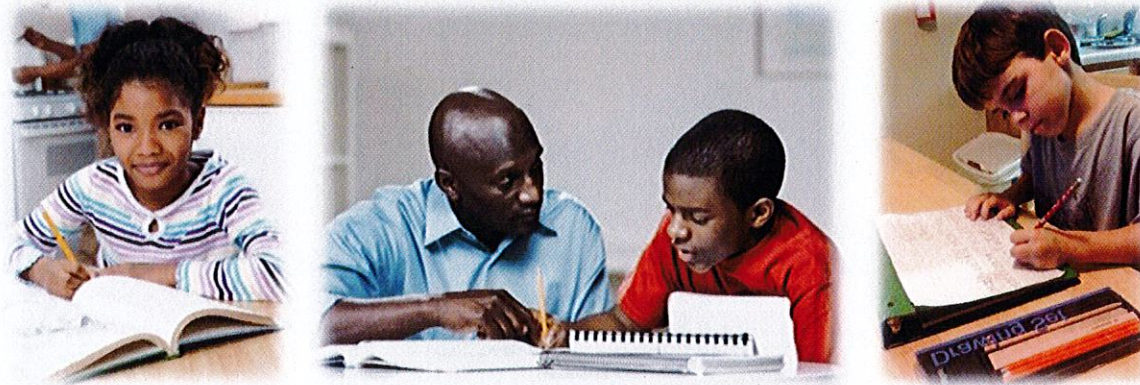
What supports are provided through Title I?

The Title I Program offers a variety of supports which may include, but are not limited to, additional teachers, support staff, instructional materials and supplies, technology to support student learning, tutoring, professional development for school staff, and capacity building events for families.

What role does family engagement play in Title I?

Family engagement is an integral part of the ESSA law. Districts and schools receiving Title I funding must:

- Ensure that high-quality academic assessments, accountability systems, teacher preparation and training, curriculum, and instructional materials are aligned with challenging State academic standards so that students, teachers, parents, and administrators can measure progress against common expectations for student academic achievement.
- Afford parents substantial and meaningful opportunities to participate in the education of their children.



Families,

You can have a tremendous influence on your child's success in school. By partnering with the school and participating in the Title I program, you will:

- Show your child that you support and value his/her education.
- Be able to closely monitor your student's progress.
- Build stronger relationships between home and school.
- Provide valuable input about schoolwide programs.

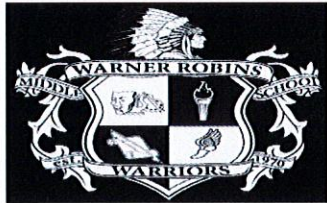
Research shows that students whose families are engaged perform better academically, socially, and behaviorally. Be sure to become involved in your child's school by communicating regularly with your child's teacher.

- Attending academic-based family events and parent-teacher conferences.
- Volunteering at the school.
- Joining the Parent Action Team or School Council.
- Provide input concerning the Title I program at the school.

Warner Robins Middle School

THE CONNECTION

**Family-School Engagement Plan and Compact
2023-2024**



*Dr. Brett Wallace, Principal
425 Mary Lane
Warner Robins, GA 31088*

www.hcbe.net

Revision Date: 08/08/2023

What is Title I?

WRMS is identified as a Title I school as a part of Every Student Succeeds Act (ESSA). Title I is designed to support State and local school reform efforts tied to the challenging State academic standards to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support family engagement. All Title I schools must jointly develop with parents and family members a written parent and family engagement plan and compact.

THE CONNECTION

What is it?

The Connection is a comprehensive document joining our School-Family Engagement Plan and Compact together with the purpose of strengthening the bond between school and home. The Engagement Plan describes how our school will provide opportunities to improve family engagement that will support student learning at school and at home. All students and their families are invited and encouraged to fully participate in the opportunities described in this plan. The school will provide information and as many opportunities as possible for the participation of all family members. The Compact explains what teachers, parents, and students each will do to work together to make sure that our students reach grade-level standards. The Compact is discussed with families during parent-teacher conferences throughout the school year.

How is it revised?

The Connection is jointly developed and revised by our school's stakeholders. All families are invited to attend our annual Shared Decision-Making Meeting (SDM) held each spring. Families are asked to review and give feedback on the Engagement Plan, Compact, and budget including the 1% set aside. All feedback forms from the SDM Meetings are collected, reviewed, and used to revise this document and to improve program planning for the next school year. Families who are not able to attend the SDM Meeting have the opportunity to provide input by completing an online feedback form and completing the Title I Parent Satisfaction Survey that seeks suggestions regarding the plan, compact, and budget.

Who is it for?

The Connection is for all students attending a Title I school and their families. We encourage and invite families to fully participate in the opportunities described in this document. Our school will provide full opportunity for the participation of parents and family members with limited English, with disabilities, migratory children and caretakers of students served in Neglected and Delinquent Centers.

Where is it available?

The Connection is included in our Title I Handbook which is provided to all parents and families at the beginning of the year or whenever a new student enrolls. The Connection is also available on our school website and in our Parent Resource Center. Families can request a copy at any time during the school year.

Let's Stay Connected

WRMS believes that family engagement means the participation of parents and family members in regular two-way, and meaningful communication involving student academic learning and other school activities. Here are the ways to stay connected and informed.

- Progress Reports and Report Cards
- Infinite Campus
- School Website
- Social Media
- School Messenger callouts
- Emails
- Parent-Teacher Conferences
- Newsletter

Access to Staff

- Our school has an open-door policy.
- All teachers and staff are available through email. See the school webpage for contact information.
- Conferences may be scheduled directly with your child's teacher or through the Main office at (478) 929-7832

WARRIORS

ACTIVITIES TO BUILD PARTNERSHIPS

WRMS plans the following events to build the capacity for strong parent and family engagement and to support a partnership among the school, parents, and the community to improve student academic achievement. Meetings and events are scheduled at various times and in different formats to accommodate the needs of our families. These events may be held in person or virtually.

Event	Focus	Date
Meeting and Greet	Welcoming	July 28, 2023
Open House	Academic	August 15, 2023
Annual Title I Meeting	Welcoming Climate	August 15, 2023
Infinite Campus Training	Monitoring Progress	On-Going
Parent-Teacher Conferences	Monitoring Progress	On-Going
ELL	ESOL	September 26, 2023 January 17, 2024
Family Academic Night ELA, Science & Technology	Academic	November 07, 2023
Family Academic Night Math, Social Studies & Testing	Academic	January 23, 2024
Parent Action Team Meeting	Shared Decision	November 07, 2023
Rising 6 th Grade Parent Night	Transition	March 21, 2024
Title I Parent Satisfaction Survey	Shared Decision	February 15, 2024
Voices for the Vision	Shared Decision	March 20, 2024
Career Academy Open House	Transition	May 08, 2024

WRMS wants to help all our families participate in our family engagement activities. If you need assistance with childcare or transportation in order to attend the events listed in this plan, contact our Family Engagement Liaison for more information and assistance.

Maria Cook
(478) 929-7832 ext. 3978
maria.cook@hcbe.net

Family Engagement Liaison

Our FEL is **Maria Cook**. She is available to assist families in a variety of ways from finding resources, connecting with teachers and administrators, navigating Infinite Campus, and providing opportunities for you to learn how to help your student at home.

Office Phone # (478)929-7832 ext. 3978
Maria.cook@hcbe.net

Parent Resource Center

Visit the Parent Resource Center to get pamphlets, brochures, and other resource materials to use at home with your child.

Front Office
Monday – Friday, Times 7:30 AM-4:00 PM

Volunteer opportunities



- Contact Mrs. Cook for opportunities to volunteer in Warrior Country.
- Inspire to become a Parent Action Team Member.

Our Pledge to our Parents and Families

WRMS will take the following measures to promote and support parents as equal partners in their child's education. In order to reach our goal of the highest quality of student achievement, WRMS pledges to support our students and their families as the foundation of the school. We will:

- ✓ Ensure that all information related to school and parent programs, meetings and other activities is published in both English and Spanish and posted on the website or on social media.
- ✓ Provide training for staff on the value and contribution of parents, on ways to improve communication, on ideas to build strong partnerships with families, on providing information in a friendly format and on responding to parent requests four times during the school year.
- ✓ Partner with college and career-ready organizations and early learning centers to provide resources to help prepare families and their students for successful school transitioning.
- ✓ Share information/materials related to school and parent engagement activities, meetings, and workshops in English and Spanish.
- ✓ Communicate with all families and the community on a regular basis regarding schoolwide events through school messenger, social media, school website, newsletters, and flyers.
- ✓ Work with parents to develop relevant trainings and helpful presentations to educate our staff on the importance of parent and family engagement and how to support student learning.
- ✓ Provide information for parents to better understand Georgia Standards of Excellence and assessments for all grade levels.
- ✓ Collaborate with stakeholders and community/business leaders to increase awareness of family and community engagement programs.
- ✓ Connect families to classes or support groups to help further enhance our parent's various educational levels.
- ✓ Collect feedback from parents and family members after academic events in order to respond to parents' requests for additional support for engagement activities.

2023-2024 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2023-2024 School Goals

- Demonstrate 5% growth scoring at Developing Learner or above. CCRP indicators for Language Arts and Math.
- Increase the percentage of 6th-grade students reading at or above grade level.
- Increase stakeholder engagement by 5% to increase student achievement.

Grade Level: 6

Focus Areas

- English/Language Arts: Reading Comprehension, Vocabulary & Literacy.
- Math: Number System & Literacy.
- Science: Hydrology, Meteorology & Literacy.
- Social Studies: Geography & Literacy

Our Compact: Teachers, Families and Students - Together for Success

Warner Robins Middle School will

- Keep parents informed by utilizing Infinite Campus to report students' progress and the calendar feature for each teacher on the school's website.
- Provide parents access to educational resources on the school's website.
- Nurture a culture of high expectations and a positive climate by celebrating student successes.
- Foster positive relationships with students, parents, and the community through newsletters, phone calls, emails, and social media.
- Invite and encourage parents to attend academic-focused programs aimed to introduce parents to strategies that will increase student literacy and overall success in school.

Family will

- Utilize Infinite Campus to monitor my student's progress and the calendar feature for each teacher on the school's website.
- Utilize the educational resources on the school's website.
- Encourage a culture of high expectations and a positive climate by celebrating my student's successes.
- Help foster positive relationships with my student and community through utilizing all newsletters, phone calls, emails, and social media.
- Attend and participate in academic-focused programs aimed to introduce me to strategies that will increase my student's literacy and overall success in school.

Student will

- Keep my parents informed of Infinite Campus report my progress and the calendar feature for each teacher on the school's website.
- Utilize the educational resources on the school's website.
- Nurture a culture of high expectations and a positive climate by celebrating student successes.
- Help foster positive relationships with my parents and community through utilizing all newsletters, phone calls, emails, and social media.
- Attend and participate in academic-focused programs aimed to introduce my parents to strategies that will increase my literacy and overall success in school.

2023-2024 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2023-2024 School Goals

- Demonstrate 5% growth scoring at Developing Learner or above. CCRP indicators for Language Arts and Math.
- Increase the percentage of 7th-grade students reading at or above grade level.
- Increase stakeholder engagement by 5% to increase student achievement.

Grade Level: 7

Focus Areas

- English/Language Arts: Writing, Language & Literacy
- Math: Geometry & Literacy.
- Science: Ecology & Literacy.
- Social Studies: World Geography & Literacy

Our Compact: Teachers, Families and Students - Together for Success

Warner Robins Middle School will

- Keep parents informed by utilizing Infinite Campus to report students' progress and the calendar feature for each teacher on the school's website.
- Provide parents access to educational resources on the school's website.
- Nurture a culture of high expectations and a positive climate by celebrating student successes.
- Foster positive relationships with students, parents, and the community through newsletters, phone calls, emails, and social media.
- Invite and encourage parents to attend academic-focused programs aimed to introduce parents to strategies that will increase student literacy and overall success in school.

Family will

- Utilize Infinite Campus to monitor my student's progress and the calendar feature for each teacher on the school's website.
- Utilize the educational resources on the school's website.
- Encourage a culture of high expectations and a positive climate by celebrating my student's successes.
- Help foster positive relationships with my student and community through utilizing all newsletters, phone calls, emails, and social media.
- Attend and participate in academic-focused programs aimed to introduce me to strategies that will increase my student's literacy and overall success in school.

Student will

- Keep my parents informed of Infinite Campus report my progress and the calendar feature for each teacher on the school's website.
- Utilize the educational resources on the school's website.
- Nurture a culture of high expectations and a positive climate by celebrating student successes.
- Help foster positive relationships with my parents and community through utilizing all newsletters, phone calls, emails, and social media.
Attend and participate in academic-focused programs aimed to introduce my parents to strategies that will increase my literacy and overall success in school.

2023-2024 District Goals

Increase by at least 2 percentage points the number of students performing at or above proficiency in core content areas in grades 3-11 as measured by Milestones assessment scores.

Increase the percentage of parents who feel their child's school provides various opportunities for engagement.

2023-2024 School Goals

- Demonstrate 5% growth scoring at Developing Learner or above. CCRP indicators for Language Arts and Math.
- Increase the percentage of 8th-grade students reading at or above grade level.
- Increase stakeholder engagement by 5% to increase student achievement.

Grade Level: 8

Focus Areas

- English/Language Arts: Reading Comprehension, Vocabulary, & Literacy
- Math: Algebra, Function & Literacy.
- Science: Energy & Literacy.
- Social Studies: Georgia History & Literacy

Our Compact: Teachers, Families and Students - Together for Success

Warner Robins Middle School will

- Keep parents informed by utilizing Infinite Campus to report students' progress and the calendar feature for each teacher on the school's website.
- Provide parents access to educational resources on the school's website.
- Nurture a culture of high expectations and a positive climate by celebrating student successes.
- Foster positive relationships with students, parents, and the community through newsletters, phone calls, emails, and social media.
- Invite and encourage parents to attend academic-focused programs aimed to introduce parents to strategies that will increase student literacy and overall success in school.

Family will

- Utilize Infinite Campus to monitor my student's progress and the calendar feature for each teacher on the school's website.
- Utilize the educational resources on the school's website.
- Encourage a culture of high expectations and a positive climate by celebrating my student's successes.
- Help foster positive relationships with my student and community through utilizing all newsletters, phone calls, emails, and social media.
- Attend and participate in academic-focused programs aimed to introduce me to strategies that will increase my student's literacy and overall success in school.

Student will

- Keep my parents informed of Infinite Campus report my progress and the calendar feature for each teacher on the school's website.
 - Utilize the educational resources on the school's website.
 - Nurture a culture of high expectations and a positive climate by celebrating student successes.
 - Help foster positive relationships with my parents and community through utilizing all newsletters, phone calls, emails, and social media.
- Attend and participate in academic-focused programs aimed to introduce my parents to strategies that will increase my literacy and overall success in school.



SUPERINTENDENT OF SCHOOLS
DR. MARK SCOTT

BOARD MEMBERS
HELEN HUGHES, CHAIR

DR. RICK UNRUH, VICE CHAIR
LORI JOHNSON
JON NICHOLS

MARK IVORY
DAVE CROCKET
BRYAN UPSHAW

August 02, 2023

Right to Know Professional Qualifications of Teachers and Paraprofessionals

Dear Parent(s) or Legal Guardian(s),

In compliance with the requirements of the Every Student Succeeds Act, the Houston County School System would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested:

- Whether the student's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact your child's school or you may contact Dana Morris, Director of Federal Programs, at the Houston County Board of Education at (478) 988-6200 ext. 3449 or at email dana.h.morris@hcbe.net.

Thank you for your interest and involvement in your child's education.

Sincerely,
Dana Morris, Director of Federal Programs

Copyright Piracy Awareness Notification

Title I, Part A, Section 1116 of the Every Student Succeeds Act (ESSA) states that Title I schools shall provide information and resources to help parents and families work with their children to understand the harms of copyright piracy. In keeping with this requirement, definitions of relevant terms as well as links to websites that may be helpful in educating children concerning copyright piracy regulations are included below.

Copyright-a form of protection given to creators and authors of literary, dramatic, musical, and artistic works. A copyright means that the author has the right to do or let other do any of the following things:

- Make copies
- Distribute copies
- Perform work publicly
- Display work publicly
- Make modifications or

Generally, it is illegal for anyone to do any of the things listed above without the creator's permission. However, there are some exceptions and limitations to this right. One major limitation is the Doctrine of Fair Use.

Copyright Piracy-Unauthorized reproduction for sale or use of a copyrighted work such as a book, lyric or software.

Online Resources:

<https://www.commonsensemedia.org/videos/teaching-kids-about-copyright-piracy>

<http://www.copyrightkids.org/>

If additional assistance or more information is needed, the media specialist at your child's school can help.

Title I Complaint Procedures

Although the below steps are recommended for the most efficient resolution at the lowest level, the parent/student has the right to by-pass these steps at any time and request an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. The parent and the student may take part in the hearing and have an attorney represent you at your own expense. The impartial Hearing Officer will be selected by the district. Hearing requests must be made to the Title Coordinator identified in Step II below.

Step I

The complaint shall be presented orally or in writing to the school principal within ten (10) calendar days after the most recent incident upon which the complaint is based. Any witness or other evidence should be provided at this time. The administrator will conduct an investigation and render a written decision within ten (10) calendar days of the filing of the complaint.

Step II

A complainant dissatisfied with the decision of the school principal may appeal to the System Title I/Title II Coordinator by submitting a written statement of complaint to the System Title I/Title II Coordinator. This statement must be filed within ten (10) calendar days after the complainant receives the decision from the school principal. The complaint should be mailed to:

Mrs. Dana Morris, Federal Programs Director
Houston County Board of Education
Post Office Box 1850
Perry, GA 31069
Phone: (478) 988-6200
dana.h.morris@hcbe.net

Upon receipt of the written statement, the Title I/Title II Coordinator will schedule a meeting to attempt resolution of the concerns. The System Title I/Title II Coordinator will render a written decision within ten (10) calendar days after the meeting.

Step III

A complainant dissatisfied with the decision of the System Title I/Title II Coordinator may appeal to the Houston County Board of Education by filing a written request to the Office of the Superintendent. The complaint should be mailed to:

Dr. Mark Scott
Office of the Superintendent
Houston County Board of Education
Post Office Box 1850
Perry, GA 31069

The appeal must be filed within ten (10) calendar days after the complainant receives the decision from the System Title I/Title II Coordinator. The Board of Education will act on the complaint at the next scheduled BOE meeting.

WARNER ROBINS MIDDLE

Bold, Respectful, Accountable, Vigilant, Engaged

BRAVE	CLASSROOM	HALL	CAFÉ	RESTROOM	BUS	ACTIVITY/ ASSEMBLY
BOLD	<ul style="list-style-type: none"> -Be a role model for others -Ask for help when needed 	<ul style="list-style-type: none"> -Greet others -Show appreciation and gratitude for faculty & staff 	<ul style="list-style-type: none"> -Show appreciation & gratitude for custodial & cafeteria staff -Say "Please" & "Thank you" 	<ul style="list-style-type: none"> -Show appreciation & gratitude for custodial staff 	<ul style="list-style-type: none"> -Show appreciation & gratitude for bus drivers/monitors 	<ul style="list-style-type: none"> -Include others in activities -Use positive & encouraging language
RESPECTFUL	<ul style="list-style-type: none"> -Use respectful, positive language -Raise hand to speak -Be respectful of other's property 	<ul style="list-style-type: none"> -Use respectful language -Use your inside voice & talk quietly 	<ul style="list-style-type: none"> -Be courteous to café staff & wait your turn -Gather food items & utensils the first time -Talk quietly with respectful language 	<ul style="list-style-type: none"> -Respect the privacy of others -Take care of facility -Clean up after yourself -Avoid hanging out 	<ul style="list-style-type: none"> -Respect the bus driver -Talk quietly 	<ul style="list-style-type: none"> -Show guests, teachers & classmates respect when they are speaking and performing
ACCOUNTABLE	<ul style="list-style-type: none"> -Arrive on time -Be productive & do your best work -Follow instructions -Keep cell phone in backpack 	<ul style="list-style-type: none"> -Maintain dress code -Keep off electronics -Talk quietly -Keep cell phone in backpack 	<ul style="list-style-type: none"> -Take what you need, use what you take -Talk quietly at table -Keep cell phone in backpack 	<ul style="list-style-type: none"> -Respect privacy -Report concerning matters/misuse -Keep cell phone in backpack 	<ul style="list-style-type: none"> -Keep isles clean & clear -Follow rules -Keep cell phone in backpack 	<ul style="list-style-type: none"> -Follow activity or assembly rules -Keep areas clean & safe -Keep cell phone in backpack
VIGILANT	<ul style="list-style-type: none"> -Remain in your seat -Keep hands, feet & objects to yourself 	<ul style="list-style-type: none"> -Keep it moving -Walk to the right -Maintain personal space 	<ul style="list-style-type: none"> -Keep your area clean -Stay seated in assigned areas until dismissed 	<ul style="list-style-type: none"> -Use facility appropriately -Refrain from horse playing -Maintain personal space 	<ul style="list-style-type: none"> -Obey the bus rules -Listen to the bus driver/monitor -Stay seated 	<ul style="list-style-type: none"> -Participate appropriately -Keep areas clean & safe
ENGAGED	<ul style="list-style-type: none"> -Participate actively & appropriately -Be productive -Keep off electronics 	<ul style="list-style-type: none"> -Assist others if needed -Keep to the right -Greet others 	<ul style="list-style-type: none"> -Be attentive -Be inclusive & invite others to eat with you 	<ul style="list-style-type: none"> -Get in & get out quickly -Report any misuse 	<ul style="list-style-type: none"> -Be attentive -Adhere to safety policies 	<ul style="list-style-type: none"> -Clap after a performance (never boo, yell, or put someone down) -Show good sportsmanship

WE WILL HAVE A GREAT DAY IN WARRIOR COUNTRY!

Title I Handbook Acknowledgement Form

Warner Robins Middle School

Dear Families and Students,

For the 2023-2024 school year, our Title I Handbook is/will be available for your viewing on our school website at www.wrms.hcbe.net under the **family engagement tab**.

The purpose of the Title I Handbook is to provide our families with detailed information regarding what it means to be a part of a Title I school. The handbook is also a critical component in helping to build a strong relationship between home and school. The documents included in the handbook are the *Parent's Guide to Title I, The Connection(Family Engagement Plan and Grade Level Compact), Right to Know Teacher and Paraprofessional Qualifications, Copyright Piracy Awareness and Complaint Procedure*.

If you prefer a printed copy of the handbook, please indicate in the space provided and we will gladly provide one for you.

Additionally, we ask that you sign and date acknowledging access and agreement to the

School-Family Compact then return the form to your child's school.

Please choose one of the following options:

_____ I will access the Title I Handbook on the school's webpage. I do not wish to receive a printed copy.

_____ I would like to receive a printed, hard copy of the Title I Handbook. Please send one home with my child.

School-Parent Compact Signatures:

School Representative Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

Student Name (print): _____

Student Signature: _____

Date: _____ Grade: _____

To be completed by school personnel only

Hard copy of Title I Handbook given to _____
Student Name

Date _____ By: _____
School Personnel