

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.

*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.**

Alba's ACIP Committee works diligently to ensure that all parent materials and training is closely aligned with our school's identified goals. Throughout the year, parenting classes will be held on topics that address identified school goals. Since our ACIP Committee identified reading as a goal, we will hold parental involvement classes on this topic and provide parents with their students' academic achievement data and related materials. Specific topics will include reading with your child, creating a home learning environment, and working as a partner with your child's teacher. Using technology to access and monitor student achievement will also be a topic shared with parents.

**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.**

Alba will continue to work with its teachers through in-services, faculty meetings, departmental, and grade-level meetings in understanding the importance of parental involvement and that parents are our partners. This year, our ACIP committee placed special emphasis on the need to ensure a closer connection between our schools identified goals and our parental involvement activities. Therefore, this year our instructional leaders will be working closely with each lead teacher to ensure that departmental and grade-level meetings include a parent involvement focus. The principal will set the expectation that teachers will participate in planning parent involvement activities and materials that best meet our schools identified needs.

**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.**

Alba coordinates its parental involvement program for all parents. Our parenting facilitator works in conjunction with the

District Parenting Department to maximize the benefit of all parental involvement activities and to ensure that all activities are aligned to our ACIP goals. Activities include Open House, State-wide Parenting Day, Parent-Teacher Partnership Conferences, and Pride Day Ceremonies.

**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.**

Alba coordinates its parental involvement program for all parents. We presently have 17 ELL students and these parents are encouraged to actively participate in our parenting activities. We have a part-time ESL teacher who works with the parent facilitator in meeting the training needs of these parents. Our parenting facilitator works in conjunction with the District Parenting Department to maximize the benefit of all parental involvement activities and to ensure that all activities are aligned with our ACIP goals.

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

Shall provide such other reasonable support for parental involvement activities as parents may request. Alba makes every effort to work with parents in meeting requests as related to their involvement in their children's education. Information garnered from the parent surveys are used in planning activities in an effort to accommodate as many parents as possible in parental involvement events and schedules.

**Describe how the school will ensure the provision for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students; including providing information and school reports in a format and, to the extent practicable, in a language that parents can understand.**

Alba Middle School, to the extent practicable, provides opportunities for the participation of all parents, including those with limited English proficiency and parents with disabilities. Alba has 42 Asian students and 17 ESL students; therefore, all parent notifications are made available in Vietnamese and Spanish. In addition, we employ a part-time ESL teacher who assists in verbal communications with these parents. At this time, Alba has 10 migrant students. These students are monitored for academic progress and at Alba we collaborate with parents of these students to meet needs and ensure opportunities for success. Every effort is made to accommodate parents with disabilities.



Mobile County  
PUBLIC SCHOOLS

Mobile County Public School System

**PETER F. ALBA**

**Middle School**

**Parent and Family Engagement Plan  
2023- 2024**



**Jeremy McGuff, Principal**

**Glenda Pouliot, Assistant Principal**

**LEARNING TODAY. LEADING TOMORROW.**

Mobile County  
PUBLIC SCHOOLS

**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 to be involved.**

During the first month that school is in session, Alba Middle School holds its required annual meeting of Title I parents. Parents are notified of the meeting through: (1) notices sent home by students, (2) phone calls placed to each parent/guardian via the School Messenger system, and (3) the Alba Middle School website in English, Spanish, and Vietnamese. To assist in providing the opportunity for all parents to attend, the meeting is offered at two separate times--once during the school day and once in the evening. Topics to be discussed at this year's meeting are:

- ◆ What it means to be a Title I School
- ◆ The 1% set-aside- The LEA Title I Plan
- ◆ The LEA Parental Involvement Plan
- ◆ Alba Middle's ACIP
- ◆ The School Parental Involvement Plan
- ◆ School-Parent Compacts
- ◆ Requesting Qualifications of your Child's Teacher
- ◆ Notifications of teachers who are not Highly Qualified
- ◆ The Annual Evaluation of the Parental Involvement Plan
- ◆ The process for how all Title I parents may have involvement in the 1% set-aside, the LEA Title I Plan, the ACIP, the revisions of compacts, the LEA and School Parental Involvement Plans, and the Annual Evaluation of the LEA Parental Involvement Plan
- ◆ Introduction of Parent Leaders/Contacts.

**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 leadership and staff of Alba Middle School have a strong belief in the importance of parental involvement and therefore have put measures in place to offer parent meetings on a flexible schedule. Our annual meeting for parents of participating children will be offered two times during the first quarter of school--once during the day and once in the evening. In addition, parenting activities will be offered at varying times to include morning sessions and evening sessions.

**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).**

Alba Middle School believes in involving parents in all aspects of the Title I programs. Our process for how all parents have the opportunity for involvement in decision-making is as follows: School personnel and parent leaders who are knowledgeable about Title I, parental involvement, and parents' rights serve as representatives on decision-making committees and as contact persons for parents to answer questions about parental involvement and parents' rights. They keep parents informed of various committee work and receive input from parents for committee decisions. They assist in evaluating the parental involvement plan, and assist in training other parents to be parent leaders. Title I parents are introduced to the parent leaders at the annual meeting of Title I parents at the beginning of the school year. Parents are reminded of involvement activities going on throughout the year through the Alba Middle School web site, Facebook, Twitter, the weekly newsletter, marquee, and phone messaging.

**Describe how funds allocated for parent involvement are being used in the school.**

Alba Middle School uses its parental involvement funds for the purchase of materials and supplies (\$3,375.90) for our school's parent training including postage (\$1,000) for parent notifications.

**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.**

At parent meetings throughout the school term, Alba Middle presents information about its Title I programs, the curriculum, and forms of academic assessment used. Parents learn about priority goals in reading and math. They also learn about how to schedule parent-teacher conferences and are reminded about how they can participate in decisions related to the education of their child. An interpreter can be provided when necessary to communicate with parents who need this service. In addition, documents are provided in several languages when possible.

**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).**

Alba Middle School revised its school-parent compact in May of 2023 at the request of the school leadership committee. The new compact was developed through a coordinated effort by school staff members, our school's Title I Parent Advisory Committee, and two students. All parents were given a copy of the new compact at registration. They were asked to sign the compacts signifying their commitment to working in partnership with the school to ensure the success of their child/ children. The compacts were discussed with teachers at faculty meetings. Each teacher was given the responsibility to explain the compact to the students and obtain the students' signatures. The homeroom teachers house the compacts in their classrooms for use during parent-teacher and/or student-teacher conferences.

**Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement (CIP) Plan.**

If a parent finds the plan to be unsatisfactory, they have the right to submit their concerns in writing to the school, and the school will submit their concerns to the central office at the same time that the ACIP is submitted.



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