



Mobile County
PUBLIC SCHOOLS

**Mobile County Public School System
Lott Middle School
Parent and Family Engagement Plan
2021 – 2022**

Be Positive, Be On- Time, Be Successful
17740 Celeste Rd. Citronelle, AL 36522
251-221-2240

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 quarter that school is in session, Lott Middle School will hold its annual meeting for all Title I parents to discuss all aspects of the Title I Program. Parents are notified of the meeting through notices sent home by the students, school marquee, the school messenger, and the local school website. We will host one meeting to provide the opportunity for more parents to attend. Topics to be discussed at this year's meeting are Title I Program, its services and parents' rights, Lott Middle School's curriculum; the Continuous Improvement Plan (CIP), the Parent and Family Engagement Plan, School-Parent compacts, the parent survey; and parent meetings. One percent of the Title I budget is reserved and set aside to assist in addressing the effectiveness and content of the parental involvement plan in improving the academic quality at Lott Middle School. Lott Middle School has 1% of the Title I Budget set aside to increase parental activities. The amount is \$2594.02 for the 2021-2022 school year.

Describe: 1. 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; 2) How parents will be involved in the planning, review and improvement of the Title I Program; and 3) How funds allocated for parent involvement are being used in the school.

1. Lott Middle School will offer parent involvement opportunities at various times throughout each quarter to meet the needs of parents. 2. Lott Middle School will make every effort to work with parents in meeting their request as related to their involvement and their child's education, including virtual meetings as necessary due to Covid 19 requirements. A parent survey is given to all parents in the spring of each school year to identify parent needs and to evaluate the effectiveness of parental involvement to improve the academic quality of Lott Middle School. Parents are encouraged to serve on the Parent Advisory Committee or to serve on the Continuous Improvement Plan Committee (CIP) for their input. The CIP committee uses the data from the parent survey in the decision-making process. 3. Lott Middle School involves the parents in how the one percent of the Title I funds are reserved for parental involvement. This money is allocated to ensure that parent needs and activities are met based on input from the parent survey and the Parent Advisory Committee.

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.

Lott Middle School, to provide timely information in a uniform format, publishes a monthly school newsletter that is posted to the school's website, posted in the school's office, posted to the school's Facebook page, through email, and sent home with students. When needed and with support from Central Office, all documents can be translated into the language the parents' request. During the annual Title I meeting (held within the first month of school), information will be presented about the school-wide Title I program, the middle school curriculum, the Alabama Course of Study, and various types of assessments. Each quarter, Lott Middle School will offer times that parents may come in to conference about their student's report card, I-Ready, and ACAP results and any other concerns with their child's academic progress. Our Parent Advisory Committee meets twice a year to review and make suggestions. In addition, Stakeholder Surveys the spring for input.

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).

As a component of the local school Parent and Family Engagement Policy, Lott Middle School and the parents of student participating in activities, services, and programs funded by Title I, work diligently to develop a school-parent compact. This school-parent compact is a working document and agreement that outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and how the school and parents will build a partnership that will help children achieve the State's standards. Lott Middle School has a goal of 100% of school population with the School-Parent compact for the 2021-2022 school year. The School-Parent compact is reviewed annually with the Continuous Improvement Plan committee in order to make changes based on parent input and surveys. All parents are given a copy of the new compact through their student or by mail. Teachers will review the compact with students. Once reviewed, the compact is signed by the parent and the student and one copy is given to the parents, one is kept in the classroom and the third copy is placed in the documentation box.

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

After the plan is finalized and approved, any parent/guardian or other concerned individual or organization may file a complaint concerning the Title I program. This concern must be verbalized to the school. Once the school receives the complaint, the complaint is addressed at the MCPSS level. Upon receipt of the complaint, MCPSS will send to the complainant a copy of the Title I Complaint Procedure. MCPSS will attempt to make personal contact with the complainant to discuss the complaint steps and procedures.

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 amount the school, parents, and the community to improve student academic achievement, our school: 1. Shall provide materials and trainings to help parents to work with their children to improve their children's achievement, such a literacy training and using technology, as appropriate, to foster parental involvement. Lott Middle School participates in a system-wide parenting activity that is held each year in October. As well as quarterly to discuss ways to train parents to help their child to improve their achievement. Topics to include, but not limited to, literacy and math. The CIP committee works diligently to ensure that all parent trainings and materials are closely aligned with the schools identified needs and results of the spring parent involvement survey. A computer with internet access is available to parents daily during normal school hours. Additionally, any parent who requests help in any form will receive the assistance needed. Homework tips are offered through the school website, monthly newsletters, and mailings. Much of this information is given out at the beginning of school at our Open House program for parents to have the opportunity to participate throughout the year.

2. 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.

Lott Middle School will continue to work with its teachers to gain understanding in the importance of parent and family engagement and with parents as our partners. The Continuous Improvement Plan committee addressed the need to ensure a closer connection between our schools identified goals and our parent and family engagement activities. The principal will set the expectation that all faculty and staff work closely with our parents as partners in the educational needs of their children. Parents are informed and invited to Lott Middle School events using School Messenger, the school's website, the marquee, our Facebook page, and handouts.

3 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.

Lott Middle School coordinates its parent and family engagement program for all parents through an active parent resource center that supports parent involvement. Lott Middle School also integrates activities from the MCPSS office of Parent and Family Engagement, when needed. Our parent representatives meet with the CIP committee to maximize the benefit of all offered activities and to ensure that all activities are aligned with our CIP goals.

4. 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.

Parents of all participating children are informed on school and parent activities through diverse communications. School website, newsletters, school marquee and Facebook are all used to contact parents regarding all activities. At the present time, Lott Middle has ELL students enrolled. If needed, information is available to parents of these children in a language the parents understand. In addition, if any students are enrolled at any time, an ESL resource teacher will provide all parent information in a language the parents can understand by use of the Language Support Division at the Central Office.

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

Throughout the school year, if parents have any concerns or requests for additional support, Lott Middle School will attempt to meet those needs as necessary. Parent surveys are reviewed annually to adjust parental involvement activities.

Parental Involvement: 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.

Lott Middle School supports parents with disabilities to enable them to engage in their child's education. Lott Middle is accessible to all parents including those affected by disability or illness and those parents whose first language is not English. All information is available to the extent possible in a language that parents can understand.