



School Parent and Family Engagement Policy
South Tattnall Middle School
2024-2025
Revised June 25, 2024

In support of strengthening student academic achievement, **South Tattnall Middle School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **South Tattnall Middle School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children at the beginning of each school year, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child’s learning
- (B) Parents are encouraged to be actively involved in their child’s education at school
- (C) Parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

JOINTLY DEVELOPED

South Tattnall Middle School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

South Tattnall Middle has developed a written Title I Parent/Family Engagement Policy with input from the parents in the following ways: by inviting parents to the STMS annual Title I Meeting and various other meetings (Open House/Orientation/Grade Night/Literacy Night/STEM Night/ Open House/ School Council/Surveys/Spring Title I Input Meeting, etc.) where STMS provides opportunities to give input. Input can be given in various forms i.e. verbally, written, survey, via committee, open forums, and parent engagement activities. Input is also received by our school leadership team, certified staff and the principal. STMS provides parents with Title I District Parent/Family Engagement Policy, School Parent/Family Engagement Policy, School-Parent Compacts, School Improvement Plan, and the Title I Survey and Results in an open forum with the request for input.

South Tattnall Middle annually distributes the School Parent/Family Engagement Policy, the School Improvement Plan and the School-Parent Compact at the beginning of each school year. All policies are available online on the school website, stms.tattnallschools.org, as well as copies being available upon request.

ANNUAL TITLE I MEETING

South Tattnall Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school’s Title I program, the nature of the Title I program, the parents’ requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

An annual review of the Title I program at STMS will be held in the fall, prior to November 1 (August 2024) of each year. This meeting will be conducted to disseminate STMS Title I

information (School Improvement Plan, School-Parent Compact, District & School Parent/Family Engagement) to all parents and families. All parents/families will be invited to this meeting. A sign in sheet, agenda, presentation, and minutes will be kept by the Academic Coach as evidence of meeting.

COMMUNICATIONS

South Tattnall Middle School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

- Annual Title I Meeting, August 2024
- Quarterly School Council Meetings
- Other scheduled meetings throughout the year (additional parent-teacher conferences, IEP Meetings, 504 Meetings, etc.) will be scheduled at times to better accommodate parents' schedules. Meetings may be virtual to meet parents needs including morning & evenings.
- Concerted efforts will be made to schedule meeting times that will coincide and be correlated with other school programs such as grade nights, athletic events, academic events, club related activities, etc. in order to offer flexibility in participation in meetings and other school related activities.
- Automated attendance notification system
- Personal telephone calls
- Personal notes/letters/notices
- Flyers/brochures/invitations
- Weekly grade level email blast
- Student agendas
- Frequent parent-teacher conferences
- Parent portal
- School's webpage & emails
- Local newspaper
- Remind
- Social Media: Facebook & Instagram
- Parent information will be translated and provided in a language the parents can understand to the extent practicable
- As needed, the school may provide activities with childcare for children in attendance at the meetings

SCHOOL-PARENT COMPACT

South Tattnall Middle School will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

STMS revises its school-parent compact each year in consultation with our school wide leadership committee and any parental comments received by teachers/surveys/website/input meeting throughout the year, as well as, from the Spring Title I Input Meeting. The school-parent compact explains how parents and teachers work together to make sure our students improve student academic achievement. All parents will be given a copy of the new compact through open house and sent home with students during the beginning of the school year. A copy will be maintained on the school website and new students will be given one at the time of enrollment. The compact will be explained to the parents, and they will be asked to sign the compact signifying their commitment to working in partnership with the school and their child in ensuring that their child is successful in school.

RESERVATION OF FUNDS

If applicable, **South Tattnall Middle School** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Parents are able to make suggestions to STMS at any time throughout the school year and through surveys on how funds are spent. STMS will use its allocation of parent/family engagement funds to employ a Title I Parent/Family Engagement Coordinator to promote communication between home and school and to provide materials and training to help parents to work with their children to improve their children's achievement. The Title funds will also be used to provide parents with resources in a variety of topics in order to meet the needs of their children, and needed supplies for parent and family engagement meetings/events, Parent Institute Newsletters, REMIND, & agendas.

COORDINATION OF SERVICES

South Tattnall Middle School will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool 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 by:

STMS will provide a system that includes an orientation for 6th grade students & parents (July 2024). We will have open house for 7th and 8th grade students and parents (July 2024). After school begins, we will hold grade level nights for parents to attend (August 2024). Students entering 9th grade will be offered support with high school registration and transition (March 2025).

BUILDING CAPACITY OF PARENTS

South Tattnall Middle School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

STMS provides parents with a description and explanation of the curriculum and assessments in use at the school as well as individual student academic assessment results and interpretation of the results, Title I, Part A requirements, and parent materials and training to support their child's academic progress through multiple participation opportunities. These opportunities include:

- Each teacher provides parents with a course syllabus that includes information about the curriculum, standards that will be taught and assessed, and will provide results of assessments in a timely manner.
- GMAS EOG Individual Student Reports (ISRs) are written in a parent friendly language with descriptions and explanations of the assessment and student achievement
- Annual Title I Parent Meeting, Georgia Standards of Excellence, Georgia Milestones assessment, and Title I Par A requirements are discussed, as well as, other topics
- Open House – July 2024
- Grade Night – September 2024, February 2025, April 2025 – information will be shared about copyright policy, strategies for parents to help their child, etc.
- Family Engagement Events – (Literacy Night/Book Fair, GMAS Grade Night)
- Orientation/Transition Meetings
- Hold Response to Intervention (RtI) meetings for students requiring additional support with academics and/or behaviors.
- Hold 504 & IEP meetings to discuss progress of students with special needs.
- Hold Parent-Teacher conferences after each grading period; additional conferences as needed.
- STMS provides opportunities for the participation of parents with limited English proficiency and parents with disabilities. We have an ESOL teacher who is available to assist students and parents with limited English proficiency. Individual academic assessments, and the interpretation of those results, will be interpreted for parents in a language they can understand through the assistance of our ESOL specialists and translators available through the Tattnall County Board of Education. At this time, STMS has a Migrant specialist.

- Every effort is made to accommodate parents of students with disabilities.
- The Tattnall County School System policy for hospital homebound students is followed for homebound services. Parents requiring such assistance should contact the school for referral forms and assistance with the application process. Homebound services are provided through the central office of the Tattnall County School System.

BUILDING CAPACITY OF SCHOOL STAFF

South Tattnall Middle School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other 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 by:

Review faculty and staff handbook with teachers regarding professional expectations to establish a positive rapport with parents. Building capacity of school staff 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 parents' programs, and build ties between home and school will be provided by the academic coach through:

- Professional Development
- Weekly Grade Level Meetings
- Professional Learning Communities

The school responds to parent requests for parent and family engagement activities from the spring survey. District Level Family Engagement Coordinator provides technical assistance to the school. The school ensures that school information and parent programs, meetings, and other activities will be sent to parents in a format and language that parents can understand to the extent practicable.

South Tattnall Middle School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

South Tattnall Middle is committed to doing "whatever it takes" to ensure parents feel supported and involved.

Offer opportunities for parent volunteers

- Offering parent meetings more than once and at different times of the day to increase parent and family engagement
- Keep parents informed of STMS activities by using multiple means of communication
- STMS activities/events include: Open House/Orientation, Grade Nights, Literacy Night/Book Fair, GMAS Grade Level Night