**W. S. Neal Middle School**

**Parent and Family Engagement Plan**

**2024-2025**

W. S. Neal Middle School will have an annual meeting in September 2024. All parents will be invited to the meeting. Parents are notified of the meeting through notices sent home by students, the school website and through School Status. A notice will also be posted on the school’s Facebook page. The meeting agenda will include what it means to be a Title I school, the 1% set-aside, and the process for how all Title I parents may have involvement in the 1% set-aside, the LEA Title I Plan, the CIP, the revisions of compacts, the LEA and School Parental and Family Engagement Plans.

W. S. Neal Middle School will offer a flexible number and format of parent meetings throughout the year. These meetings may be offered in the morning and evening. Title I funds may be used to provide transportation, child care, or home visits as related to parental involvement. Parent-Teacher conferences are available daily during the teacher’s conference time. W. S. Neal Middle School offers meetings from 7:30-3:00 daily between parents, administrators, and teachers during the first and second semester to discuss the child’s progress, placement, achievement, and other school information.

All parents will be given an opportunity to provide input in the planning, review, and improvement of the Title I program. Parents will be informed of this opportunity on the first day of school. W. S. Neal Middle School also has a Parent Advisory Committee/Instructional Leadership Team that will meet on designated dates to review and revise this plan and the school-parent compact, plan how to spend parent involvement funds and plan parent involvement activities. The committee will also provide input in the planning, development and implementation of the Title I program. Parents will be informed of meetings through School Status. The Instructional Leadership Team will also provide input in the planning, review, and improvement of the Title I program.

The Parent Advisory Committee/Instructional Leadership Team will meet to decide how the parental involvement funds will be spent. This will also be presented at the annual Title I meeting in September. The funds will be spent on communication folders and transition information for parents. Funds for the 23-24 school year were used to purchase items to support Literacy Night.

W. S. Neal Middle School will provide parents with timely information through School Status messages, weekly e-mails, the school website, and letters home to parents. Communication folders will be sent home weekly by the fifth grade teachers. Sixth grade teachers send a folder home each day. Information will also be posted on the school’s Facebook page. The school will use any resource available to ensure that information and school reports that are sent home are written in a language that is appropriate for each parent to have a full understanding of the content of the information. At the beginning of the year parents will be given the Escambia County Code of Conduct.

W. S. Neal Middle School provides a description and explanation of the curriculum in use through a link found on the school website. Academic assessments used and achievement expectations are explained at parent meetings. Information about state assessments will be shared with parents as it is received by the school.

W. S. Neal Middle School provides opportunities, if requested by parents, for regular meetings to formulate suggestions and participate as appropriate in decisions related to the education of their children. Conferences may be requested by teachers, parents, or administrators through telephone calls, e-mails, and/or notes sent home by students. Conferences may be scheduled before, during, or after school.

W. S. Neal Middle School has worked closely with the Parent Advisory Committee/Instructional Leadership Team to revise and update the 2024-2025 School-Parent Compact which addresses the State’s academic achievement standards. The compact along with suggested changes will be reviewed at the annual meeting. This compact outlines how parents, the entire school staff, and students share the responsibility for improving student academic achievement. The compact also addresses the importance of ongoing communication between teachers and parents. During parent-teacher conferences, teachers will discuss the compact with parents, and explain the content as to the expectations of the teacher, parent, student, and the school. The compact will be sent home in August. Teachers will have a signed compact for each of their students.

W. S. Neal Middle School allows parents to submit comments of dissatisfaction with the Continuous Improvement Plan. After the plan is reviewed and revised by the Instructional Leadership Team and the Parent Advisory Committee, parents are encouraged to review the Continuous Improvement Plan either at the school or on the school’s website. A notice will go home stating that the entire plan is available for review and that parents have the right to submit their concerns in writing to the school regarding the plan. A Dissatisfaction of CIP form is available on the school’s website for this purpose. The notice will also state that parents’ concerns will be forwarded to: Federal Programs Supervisor, Ashley Mosley, Escambia County Schools, 501 S Pensacola Avenue, Atmore, Alabama, 36502. Telephone number 251-368-8979. Fax 251-368-0303. The Federal Programs Supervisor will submit comments to the Alabama State Department of Education.

W. S. Neal Middle School shall provide materials and training to help parents work with their children to improve their children’s achievement to foster parental involvement. A variety of materials are available at the parent resource center to help parents work with their children to improve achievement. Parents are notified about the parent resource center at the beginning of the school year by a notice sent home by the Parental Involvement Liaison. Parent training sessions will be offered throughout the school year.

W. S. Neal Middle School shall work with its teachers through faculty meetings, grade level meetings as well as departmental meetings in understanding the importance of parental involvement and working with parents as equal partners. A variety of materials are available in each teacher workroom to assist our teachers with reaching out to, communicating with and working with parents as equal partners.

W. S. Neal Middle 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. A parent resource center is located inside the school lobby. Parents are notified about the parent resource center at the beginning of the school year by a notice sent home by the Parental Involvement Liaison. The school counselor works with W. S Neal Elementary School and W. S. Neal High School to coordinate transitioning between the three schools. A brochure for parents regarding transitioning to and from the middle school is sent home with fourth and eighth grade. At this time, we are planning to offer summer school for our students.

W. S. Neal Middle School will make every effort to communicate with parents in a language and form that all parents can understand. The TransAct Compliance and Communication center is available online for the school to access parent information needed in different languages. Also, an ECTACO Any Language Translator, provided by the LEA, will be used as needed.

W. S. Neal Middle School will also provide other support for parents. It will include:

\*Parent surveys

\*Telephone contacts

\*Individual, grade level, counselor and administrator conferences

W. S. Neal Middle School will use any resource available to ensure that information and school reports that are sent home are written in a language that is appropriate for each parent to have a full understanding of the content of the information. We currently have six students with limited English proficiency. At this time, we do not have any migrant students. We make every effort to accommodate parents with disabilities. Our school building is a handicapped-accessible building. Concerned parents of students with disabilities may contact Mrs. Suzanne Barnett, Special Education Supervisor, 501 Beck Street, Atmore, Alabama 36502. Telephone number: 251-296-0633. Fax: 251-296-0634. E-mail address: suzanne.barnett@escoschools.net. Concerned parents of EL and migratory students may contact Ashley Mosley, Escambia County Schools, 501 South Pensacola Avenue, Atmore, Alabama 36502. Telephone number: 251-368-8979. Fax: 251-368-0303. E-mail address: [ashley.mosley@escoschools.net](mailto:ashley.mosley@escoschools.net).