



# Burns Middle School

6175 Girby Road • Mobile, Alabama 36693 • (251) 221-2025

## Parent Involvement Plan

Describe how the school will convene an annual meeting to inform parents of the school's participation in Title 1 and explain Title requirements, including the 1% set aside, and the rights of parents involved. (Sec.1116)©(1)

1. Annual Title I Parent Meeting was held at two different times virtually to accommodate parent schedules. One session was held Oct.3 at 6pm and the other was held Oct.17 at 12:30 pm. A recorded session was uploaded on the school's website and the school's Facebook page to make it available to all parents.
2.
  - 2a. 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.

There will be evening sessions to accommodate parent work schedules. Additionally, a copy of meeting presentations will be available on the school's website and Facebook page.

2b. 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).

This year parent input will be gathered through quarterly surveys which will be emailed out to all parents through our School Messenger program.

2c. Describe how funds allocated for parent involvement are being used in the school. (Sec. 1116(c)(2)(3)).

Parental Involvement funds (\$5,491.98) are used in various ways to engage parents with the school. Funds will be used to provide programs on topics requested by parents. Funds will be used to purchase preprinted parenting newsletters and Facebook tips for parents. Funds will also be used to purchase a digital parenting library available to all parents through the school's website. Funds may be used to pay for guest speakers and materials for parent requested topics. Funds may be used to purchase informational materials related to raising a middle school age child.

3. 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. (Sec. 1116(c)(4)(A)(B)(C))

Burns Middle School employs several methods of communication to convey academic, social, athletic, and other pertinent school information. School messenger calls parents with a prerecorded message. Newsletters and other notes are sent home. The school website is constantly updated by teachers and administration to display current information. We also have a Facebook page that is updated frequently. Each teacher has a page on the school website to help make class information easily accessible to all parents. In many cases, forms and documents are readily available from the website. Our ESL teacher is excellent at making sure our students have access to information in a language they can understand. Teachers can also use Google translate to aid in sending home information. Parents are welcome on campus at any time but must follow protocol for checking in the front office as a safety precaution to students and staff. They are encouraged to make appointments for conferences. Parents may call teachers or send notes/email.

4. 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). (Sec. 1116(d))

Burns Middle School will accomplish much of this through its annual parent meeting held at the beginning of the school year. At that time parents will receive an overview of the state academic content standards, academic achievement standards, and assessments. In addition, an explanation will be given regarding Title I, what services will be offered, and how parents have the right to be involved in their child's education. Burns Middle School will hold an Open House to give parents the opportunity to meet their child's teachers and learn about individual class requirements, our local school policies, and what their role will be in helping their child to succeed. Any parents not signing the Parent Compact at registration will be encouraged to do so at this time. In addition to the Annual Title I Meeting, Burns Middle School will hold quarterly Title I parent meetings. During the first semester, parents are strongly encouraged to participate in "Partner with Parent" conferences. Throughout the school year, teachers will schedule parent conferences as needed and send home written correspondence

5. Describe procedures to allow parents to submit comments of dissatisfaction with the Continuous Improvement Plan. (Sec. 1116(c)(5))

Parents may submit comments of dissatisfaction with the ACIP in writing or verbally. Burns welcomes parental feedback. Comments are addressed in an appropriate and timely manner.

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 training for parents of participating children in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I, and how to monitor their child's progress and work with teachers to improve the achievement of their children.

6a. 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. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

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:

The school 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.

Burns Middle School will accomplish much of this through its annual parent meeting held at the beginning of the school year. At that time parents will receive an overview of the state academic content standards, academic achievement standards, and assessments. In addition, an explanation will be given regarding Title I, what services will be offered, and how parents have the right to be involved in their child's education. Burns Middle School will hold an Open House to give parents the opportunity to meet their child's teachers and learn about individual class requirements, our local school policies, and what their role will be in helping their child to succeed. Any parents not signing the Parent Compact at registration will be encouraged to do so at this time. In addition to the Annual Title I Meeting, Burns Middle School will hold quarterly Title I parent meetings. During the first semester, parents are strongly encouraged to participate in "Partner with Parent" conferences. Throughout the school year, teachers will schedule parent conferences as needed and send home written correspondence.

6c. 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. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

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 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.

Burns Middle will continue to work with its teachers through in-services, faculty meetings, and grade-level meetings in understanding the importance of parental involvement and emphasize that parents are our partners. Last year, our ACIP committee placed special emphasis on the need to ensure a closer connection between our schools identified goals and our parent involvement activities. Office personnel and staff members are included in some faculty meetings. This year our principal will be working closely with each lead teacher to ensure that grade level meetings include a parent involvement focus. The principal will set the expectation that teachers work closely with our Title I Facilitator and counselors to welcome parents to school as

appropriate, in planning parent involvement activities, and meeting parents' needs for their children.

6d. 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. (See ESSA Sec. 1116, requirements for building capacity and parental and family engagement).

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 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 websites, teacher websites, school messenger, MCPSS website, newsletters, and social media are used to contact parents regarding any activities they should be involved in for the benefit of their child. At the present time, Burns Middle has 41 EL students. Information is provided to parents of these children in necessary languages. In addition, the EL resource teacher provides all parent information in other languages. Burns Middle makes every effort to work with parents meeting their requests as related to their involvement and their involvement and their child's education. A parent survey will be given to parents in the spring of 2023. Parent needs and activity suggestions will be reviewed by the ACIP committee and parent advisory committee. Parental decisions will be planned for the school year as activities were planned for this current year based on the parent survey.

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7. Describe how the school will ensure the provision for participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. (See ESSA Sec. 1117(f))

Burns Middle School, to the extent practicable, provides opportunities for the participation of parents with limited English proficiency and parents with disabilities. Burns Middle School presently has 41 EL students, therefore, all parent notifications will be available, upon request, to parents of these children in their home language when practicable. In addition, we have an EL teacher who is available to obtain assistance in verbal and/or written communications with these EL parents. Every effort is made to accommodate parents and students with special needs.