



Arcadia Middle School
2022- 2023
Title I Family Engagement Policy 2022- 2023

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Arcadia Middle School jointly developed this suggested parental involvement policy in consultation with school personnel, community members, and parents and has adopted this working document at the end of the school year, 2022. A list of committee members responsible for contributing to this policy can be found in Appendix A. This policy will be distributed to parents of participating children and the local community on the Arcadia Middle School web page (English and Spanish), the Arcadia Middle School Student/Family Handbook (English and Spanish), and in the Fall 2022 School Newsletter parents will be informed of the availability of the Parent Involvement Policy and where it may be accessed. If the Title I plan is not satisfactory to the parents of participating children, Principal Wandnetta McCray and AMS Title 1 Lead Teacher will submit any parent comments with the application when the plan is submitted to Katie Farrell, Division Title I Coordinator. This parent involvement plan will be updated annually, May 2023, to meet the changing needs of parents and the school.

Part I. Policy Involvement

Arcadia Middle School (AMS) will:

- a. Convene semi-annual meetings on **1) Back to School Night in September, 2) Title I Panther PRIDE Reading/Math Night in November, 3) Title I Family Technology & Diversity Night in February, and 4) Title I Panther SOL Night in April** to which all parents shall be invited and encouraged to attend through the Division and School Calendar (English, Spanish and Creole), AMS Student/ Family Handbook (English, Spanish and Creole), AMS newsletter (English, Spanish and Creole), the monthly school calendar (English, Spanish and Creole), school flyers, school announcements, a robo-call reminder from the AMS office (English, Spanish and Creole), postings to school website, school Facebook, and school Twitter social media outlets. At this meeting, representatives from the Accomack County School Board and AMS Title I staff will inform parents of their school's participation in Title I and to explain the requirements of Title I, and the right of the parents to be involved. Parents will receive a meeting agenda and minutes will be recorded to share with parents;
- b. Offer a flexible number of meetings. Yearly calendar of events is included in the Division County Calendar (English, Spanish and Creole), AMS Student/ Family handbook (English, Spanish and Creole), AMS newsletter (English, Spanish and Creole), monthly school calendar of events (English, Spanish and Creole), AMS website, AMS Facebook page, AMS Twitter, social media, and reminder notices (English, Spanish and Creole). A schedule of this year's AMS meetings is listed in Appendix B.



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- c. Involve parents in the September 2022 AMS School Improvement Plan process which includes reviewing the AMS school-wide program and the AMS Family Engagement Policy. The results of the 2021- 2022 AMS Title I Survey are an integral part of the decision making process and was included in the Parent and Family Engagement component of the Comprehensive Needs Assessment and School Improvement Planning for AMS.
- d. Provide parents with:
 - 1. Information about Title I programs in September 2022 (Back to School Night), November 2022 (Title I Panther PRIDE Reading/Math Night), February 2023 (Title I Family Technology & Diversity Night), and April 2023 (Title I Family Panther SOL Night) in both English, Creole, and Spanish. This information will also be provided in the AMS Student/Family handbook;
 - 2. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet are outlined in the AMS Student/ Family handbook, and the Accomack County School calendar which are distributed to parents in September 2022; and
 - 3. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible;
 - 4. Information regarding teacher qualifications; in September parents are notified that they may request information about teacher qualifications. Parents receive written notification informing them when their child's teacher is not highly qualified and are invited to contact the school board office with questions or concerns; and
 - 5. If the school-wide program is not satisfactory to the parents, Principal Wandnetta McCray and Title I Lead Teacher Mrs. Laurie Harmon will submit any parent comments on the plan when the school makes the plan available to Katie Farrell, Division Title I Coordinator.

Part II: Shared Responsibilities for High Student Academic Achievement

- e. AMS has developed a written school/parent/student compact jointly with parents for all children participating in Title I activities, services, and programs. The compact 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. A draft copy of the school compact can be found in Appendix C.



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Part III: Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, Arcadia Middle School and Accomack County Schools assisted under this part:

- f. Parents of children served by Arcadia Middle School and Accomack County Schools shall be provided with information at two meetings during the school year (November 2022 and April 2023) concerning Virginia's Standards of Learning and assessments including Accomack County Schools' curriculum and benchmarks, and Arcadia Middle School's assessments in literacy to monitor their child's progress. In this way, parents may work with the classroom teacher and Title I staff, to improve the achievement of their children. In addition to individual classroom teacher assistance to the parents, two Title I nights will be provided by the Title I staff, for parents to obtain information on state academic standards and strategies to help improve their child's academic performance on state assessments. When appropriate, ESL teachers or special education teachers will provide parents with information on alternative state assessment options. Classroom teachers assist parents in monitoring their child's academic progress with phone calls, notes, emails, text messages, and the school planner. ESL teachers will meet individually with parents of all students receiving ESL services to discuss English proficiency progress.
- g. Parents receive information regarding curriculum, forms of academic assessments, and expected proficiency levels through:
 - 1. Grade level packets and an overview of the curriculum provided by grade level teams and departments at our September parent/student meeting
 - 2. Curriculum link of ACPS division and AMS websites
 - 3. STAR Reading and Math progress monitoring assessments (beginning, middle, and end of year assessments)
 - 4. Virginia Department of Education link of AMS website;
 - 5. Quarterly SOL Benchmark results are provided to all parents
 - 6. Individual reading level ranges as determined by STAR reading assessments
 - 7. Parents are provided current information on student progress quarterly (Interims & Report Cards)
 - 8. SBIT meetings when appropriate
- h. Arcadia Middle School shall have two Title I Nights for parents to receive materials and learn information and strategies on reading, math, science, homework, and technology based on 2022-2023 AMS Parent Involvement Survey. **Title I Nights will be prepared and presented by the Title I staff and classroom teachers.**



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- i. Arcadia Middle School has implemented a school-wide Sustained Silent Reading Program (SSR) which is known as *Panther PAWS for Reading*. Students in grades 6-8 along with all teachers and staff will read a book of their choice for a minimum of 15 minutes per day after AM morning announcements. Students will have opportunities to engage in book talks, book reviews, and reading logs to enhance their SSR experience.
- j. Additionally, students in grades 6-8 will participate in the One Book, One School program where all staff and students will read the same novel for shared reading and discussion to promote a school-wide focus on reading. **First semester of the 2022-2023, the title of the shared reading for One Book, One School program will be “*Middle School: The Worst Years of My Life*” by James Patterson.** Second semester of the 2022- 2023, the title will be voted upon by the student body.
- k. Additional information regarding parent involvement opportunities is communicated in the AMS Student/ Family handbook, which is distributed at the beginning of each school year.
- l. Arcadia Middle School’s principal, assistant principal, Title I staff, teachers, instructional assistants, and selected parents shall coordinate and integrate parent involvement programs and activities with the Virginia Cooperative Extension/4-H programs to encourage and support parents in participating fully in their children’s education and to promote literacy.
- m. The staff at Arcadia Middle School shall ensure that any information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format that is practicable and in a language that parents can understand, such as individual notes, monthly calendars, robo-calls with specific translations, flyers, brochures, student emails, and menus in English, Creole, and Spanish.
- n. Principal Wandnetta McCray will recommend selected parents to serve on the Accomack County Public Schools Division Title I Parent Advisory Committee. The advisory committee is scheduled to meet with Katie Ferrell, Title I Coordinator and Dr. Rhonda Hall, Assistant Superintendent for Instruction, in November and in March, during which time parents will have the opportunity to provide input on district curriculum and programs. Selected parents serve on the School Improvement Team. This team meets 3 times a year (Fall, Mid-Year, and Spring) to develop and review progress of the school plan to make adjustments throughout the school year as necessary. Teacher training is embedded in the School Improvement Plan and the parents on the committee are involved in its development and regular review of progress.
- o. AMS seeks to enhance independent, leisure reading through Accomack County Public Schools’ partnership with the Accomack County 4H Club. Literacy resources for parents



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will be offered by the Title 1 Reading Specialist, Mrs. Grace Tripp and the Title I Lead Teacher, Mrs. Laurie Harmon.

- p. AMS shall pay reasonable and necessary expenses associated with local parental involvement activities, such as free dinner, homework passes, and books for home libraries to enable parents to participate in school-related meetings, a Title I event located in the AMS local community, training sessions, and we will survey the need of transportation and child care;
- q. AMS may arrange school meetings at a variety of times, or conduct virtual conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- r. AMS principal, assistant principal, Title I staff, teachers, and selected parents shall provide reasonable support for parental involvement in reading, technology, and homework as requested in the AMS 2022-2023 Title I Parent Involvement survey.

Part IV. ACCESSIBILITY

Arcadia Middle School will provide opportunities for the participation of parents with limited English proficiency by having translations at meetings and of written communications.



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Appendix A: Committee Members

- Ms. Wandnetta McCray – Principal
- Mr. Justin Wheeler- Assistant Principal
- Mrs. Grace Tripp- Reading Specialist
- Mrs. Laurie Harmon- Title I Lead Resource Teacher and Parent/Family Engagement Liaison
- Mrs. Carol Matthews- English Teacher and English Department Chair
- Mrs. Kelly Tucker- Math Teacher and Math Department Chair
- Mrs. Lelia Cavaleri – ESL Teacher
- Mrs. Dawn Mariner – SPED Lead Teacher
- Mrs. Nicole Donoway- Parent and PTA President
- Ms. Ciquisha Harmon- Parent
- Mrs. Ashley Esquivel – Parent
- Mrs. Mariann Miller- Parent

Appendix B: Scheduled School Title I Events/ Meetings

- **Title I Family Workshop: Back to School Night** (September 2022)
 - Explain Title I services
 - Explain Title I requirements
 - Distribute brochure to explain Title I requirements and parents’ rights
 - Publish information to the school website and Title I Family Engagement Policy
- **Title I Family Workshop: Panther PRIDE Reading/ Math Night** (Nov 2022)
 - Developing Reading and Math Study Skills
- **Title I Family Workshop: Technology & Diversity Night** (February 2023)
 - Developing Technology Skills and Appreciation for Diversity
- **Title I Family Workshop: Panther PRIDE SOL Night** (April 2023)
 - Preparing Study Skills for SOL Testing and Assessments



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Appendix C: School Community Compact

I. Goals:

. We, the Arcadia Middle School community, establish this School Community Compact so that:

Goal 1: Reading. Every student will show growth in reading with the support of both home and school.

Goal 2: Math. Every student will show growth in mathematics skills with the support of both home and school.

Goal 3: Respect and Responsibility. Every student will practice responsibility and respect for self and others through modeling and support from the family and school.

Goal 4: Community. Parents, students, teachers and staff will stay connected through the use of a virtual platform and in school platform

II. Responsibilities:

Parent's and Family's Responsibilities

Goal 1: Reading -

- . Be aware of what skills children are learning in Language Arts.
- b. Complete skill-based activities at home that reinforce our child's classroom learning.
- c. Read with, or to, children as often as possible.
- d. Encourage children to read for pleasure and to learn; discuss books with children.
- e. Provide a safe and comfortable space for children to read.
- f. Establish family reading time and talk about what we are reading as a family activity.
- g. Evidence: 70% of students will show growth in reading from the first benchmark to the second.

Goal 2: Math

- a. Be aware of what skills children are learning in math.
- b. Complete skill-based activities at home that reinforce children's classroom learning.
- c. Provide a safe and comfortable place for children to complete mathematics assignments
- d. Evidence: 70% of students will show growth in math throughout common/summative assessments.

Goal 3: Respect and Responsibility

- . Make sure that children attend school regularly, are on time, and are prepared to learn, with necessary supplies and homework completed.
- b. Expect children to behave responsibly and treat other people with respect.
- c. Listen attentively to children each day.
- d. Model/teach good citizenship, responsible behavior, and encourage children to demonstrate good citizenship in the classroom, school, home, and community.
- e. Evidence: Referrals for the month will be 10% or below for the school.



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Goal 4: Community

- . Attend parent-teacher conferences and communicate frequently with our child's teacher, through notes and conversation, about our child's progress, what we can do to help, and the School Community Compact.
- b. Participate in programs offered by the school for parents and families, Back to School Night and 2022- 2023 Title I Workshop Event nights.
- c. Evidence: 95% of parents will be contacted monthly as indicated on the monthly parent contact log.

A. Student's Responsibilities:

Goal 1: Reading

- . Engage in SSR daily.
- b. Read all materials assigned for classes.
- c. Talk about reading with family members, friends, and teachers.
- d. Evidence: 70% of students will show growth in reading from the first benchmark to the second.

Goal 2: Math

- . Complete my homework on time.
- b. Complete and turn in all assignments.
- c. Evidence: 70% of students will show growth in math throughout common/summative assessments.

Goal 3: Respect and Responsibility

- . Arrive at school on time and ready to learn.
- b. Pay attention to my teachers and family, and ask questions when I need help.
- c. Listen attentively to others.
- d. Behave responsibly and treat other people with respect.
- e. Recognize and accept the outcome of my behavior.
- f. Accept responsibility for my learning and persist until I get the job done.
- g. Demonstrate good citizenship in the classroom, school, home, and community.
- h. Evidence: Referrals for the month will be 10% or below for the school.

Goal 4: Community

- . Participate in programs offered by my school, such as, Back to School Night, Family Reading Night, Family Math Night, and Science Night.
- b. Keep my parents informed about what I am learning and doing at school.
- c. Evidence: 95% of parents will be contacted monthly as indicated on the monthly parent contact log.

A. Teacher Responsibilities

Goal 1: Reading

- . Keep parents informed of the reading skills their children are learning and how they can reinforce the skills at home.



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- b. Provide time daily for students to read, and encourage discussion and writing about reading.
- c. Engage with students in daily SSR.
- d. Practice skills in small group daily.
- e. Provide reading homework on skills taught in the classroom
- f. Evidence: 70% of students will show growth in reading from the first benchmark to the second.

Goal 2: Math

- . Assign meaningful homework to reinforce skills and concepts.
- b. Teach students study skills and good work habits.
- c. Teach students to monitor their own progress.
- d. Evidence: 70% of students will show growth in math throughout common/summative assessments.

Goal 3: Respect and Responsibility

- . Encourage students to behave responsibly and treat other people with respect.
- b. Teach and encourage attentive listening skills.
- c. Teach and model acceptance of responsibility of personal behavior and decision making.
- d. Model good citizenship and encourage students to demonstrate good citizenship in the classroom, school, home, and community.
- e. Evidence: Referrals for the month will be 10% or below for the school.

Goal 4: Community

- . Communicate frequently with parents about their children's progress and show them how they can help.
- b. Hold parent-teacher conferences regularly and discuss School Community Compact.
- c. Encourage parents to participate in programs offered by the school. Programs will include Title I Back to School Night, Title I Panther PRIDE Reading/Math Night, Title I Family Technology & Diversity Night, and Title I Panther SOL.
- d. Evidence: 95% of parents will be contacted monthly as indicated on the monthly parent contact log.

E. Our Family-School Partnership

Our school helps strengthen the family-school partnership to enhance our students' learning through our parent-teacher organization, parent involvement committee, family nights, classroom visits by parents, parent conference days, and communications about students' progress toward learning standards. A calendar of activities is sent home monthly as well as reminder flyers. Parents are provided frequent opportunities to observe in their child's class and to serve as a classroom volunteer. Parents are informed of their child's academic progress each nine-week period through interim reports, report cards, and benchmark results.