



**Francis C. Hammond Middle
School**
Parent and Family Engagement Policy
2023-2024



Francis C. Hammond Middle School values parent engagement as a critical role in the academic success of students. Francis C. Hammond MS believes that parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring the following:

1. that parents play an integral role in assisting their child's learning
2. that parents are encouraged to be actively involved in their children's education at school
3. that parents are full partners in their children's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their children

PLANNING PROCESS

Francis C. Hammond Middle School jointly developed this parental involvement policy in consultation with school personnel, community members, and parents and adopted it on November 8, 2017. The policy was updated on January 18, 2023. This policy was distributed to parents and, to the extent practicable, provided in a language the parents can understand. This policy will be made available to parents and the local community on the school's website, email, and via newsletter. If the Title I plan (application) is not satisfactory to parents, the [local educational agency] will submit any parent comments with the application when the plan is submitted to the state. The parent involvement plan may be updated annually to meet the changing needs of parents and the school.

SCHOOL and FAMILY COMPACT

Francis C. Hammond Middle School and the parents of the students attending the school agree that this compact outlines how the parents, the entire school staff, and the 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 that will help children achieve the State's high standards. This school-parent compact is effective for the school year 2023-2024.

SCHOOL AGREEMENT

FRANCIS C. HAMMOND MIDDLE SCHOOL WILL:

- **In alignment with ACPS 2025, adhere to the core values of being Welcoming, Empowering, Equity-Focused, Innovative, and Results-Driven.**
- **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement standards as follows:**
 - Provide motivating and interesting learning experiences in our classrooms.
 - Determine and use techniques and materials that work best for each student to support the curriculum.
 - Maintain the highest learning expectations for our students.
 - Partner with families to offer ways to support their children's learning, such as monitoring attendance, literacy, and technology training, as appropriate, to foster parental involvement and participation in decisions relating to the education of their children and positive use of extracurricular time.



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- **Convene an annual meeting** at a time convenient for parents of participating children to inform parents of their school's participation in Title I, the requirements of Title I, and the right of the parents to be involved. This year's Title I Night is scheduled for **September 13, 2023**. All parents shall be invited and encouraged to attend.
- **Hold parent-teacher conferences twice per year during which this compact will be discussed as it relates to the individual child's achievement.**
 - Parent-Teacher Conferences will be held on **September 28-29th, 2023**, and **February 15-16th, 2024**.
 - Conferences can be held any time a parent or teacher requests one due to a concern or need.
- **Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:**
 - Report cards are sent home at the end of each academic quarter. Report cards will be sent home after the following quarter-end dates: **October 27, January 19, March 21, and June 12**.
 - Parents are also provided reports on their child's progress upon parent request through the use of emails, text messages, and/or phone calls.
- **Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program.**

PRINCIPAL/ADMINISTRATIVE TEAM AGREEMENT

THE FRANCIS C. HAMMOND MIDDLE SCHOOL PRINCIPAL/ADMINISTRATIVE TEAM WILL:

- Foster and support the implementation of the Family Involvement Policy.
- Foster a positive atmosphere for learning.
- Foster an environment that allows communication between teacher, parent & student.
- Support and attend school functions, committees, and programs.

SCHOOL STAFF AGREEMENT

FRANCIS C. HAMMOND MIDDLE SCHOOL STAFF WILL:

- Provide a caring learning environment where your child can be responsible for learning.
- Foster a welcoming environment for families.
- Support and attend school functions.
- Provide an enriched and challenging curriculum, aligned with the ACPS Curriculum and State Standards.
- Provide a nurturing learning environment which fosters healthy social and emotional learning
- Foster an environment that promotes college and career readiness.



PARENT/GUARDIAN AGREEMENT

FRANCIS C. HAMMOND MIDDLE SCHOOL PARENTS/GUARDIANS WILL:

- Emphasize punctuality and regular school attendance.
- Inquire about their child's school day and what they are learning.
- Emphasize the completion of all assignments on time.
- Maintain regular school contact through parent/teacher conferences and/or PowerSchool and Canvas updates.
- Make a best effort to participate in at least one school function each year (i.e. PTA, Back To School Night, School Concerts, Parent Coffees, Open House, etc.)

STUDENT AGREEMENT

FRANCIS C. HAMMOND MIDDLE SCHOOL STUDENTS WILL:

- Attend school regularly and be punctual.
- Understand the expectations of each course syllabus for their classes.
- Strive to demonstrate Admiral Pride.
- Ask questions and be curious about their learning.
- Be an active participant in their learning and complete all assignments.
- Come to school prepared for learning with necessary materials and/or learn to advocate for themselves when materials are needed (Example: Chromebook, Agenda Books, Pens, Pencils, Notebooks, Binders, etc.)

ACPS Curriculum Description



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English Language Arts

Students in an ELA classroom will learn to **communicate, read, write, and research** throughout the year.

Mathematics

Students will focus on **number sense and computation, measurement, geometry, algebra, and data analysis and probability** in each grade level.

Science

Students will **generate and use evidence** to develop, refine, and apply scientific explanations.

Social Studies

Students will understand our national heritage in order to shape our nation's future. Students will learn to **analyze and interpret historical events, people, and places**. Teachers will promote a civic-minded, democratic society.

ELECTIVES



- **World Languages:** Students will **comprehend and communicate** in languages other than English. Students will learn skills and knowledge in their foreign language classes that supports their learning in other classes. World Language courses offer students the opportunity to earn high school credit while still in middle school.
- **Art:** Students will **apply creative thinking** to **communicate** personal ideas, experiences, and narratives in works of art. Students will **analyze, interpret, and evaluate** artwork. Teachers will help students **develop communication and collaboration skills** for a community of artists.
- **Band/Orchestra:** Students will build their musical knowledge and skills through experiences in singing, playing instruments, performing rhythms, moving to music, and creating music. Students will use **critical thinking** to **compare and contrast** the functions of music and **investigate** the impact of musicians on the community. Teachers will expose students to music from a variety of cultural influences, styles, composers, and historical periods.
- **Physical Education:** Students will **identify** and **explain** essential health concepts to understand personal health and promote healthy habits.

- **AVID:** Teachers will prepare students for college readiness and success in a global society. The curriculum features **writing, inquiry, collaboration,** reading, note-taking and study skills, and college/career/motivational activities.
- **Business/Technology:** Students will identify the elements of digital safety and security best practices that pertain to various digital communication tools and methods. Teachers will help students **use various technology** and digital resources to **collect information**.

Special Programs

- **English Learner:** The English Learner (EL) program is designed to improve the education of students who come from diverse cultural backgrounds. The program honors EL student's primary language, background knowledge, and experiences. EL students receive differentiated instruction that helps them develop academic language proficiency throughout the year.
- **International Academy:** Our specialized academic program for students who have recently arrived to the country and are at the emerging stages of English acquisition. They work as a team to implement the Internationals Network model for educating immigrant language learners. Students work in heterogeneous groups to complete real-world projects that allow them to explore the content and engage them in explicit language instruction.
- **Talented and gifted (TAG)**
- **Special Education Programs**



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APPENDIX A
(Committee Signature Page)

Administrators	
Anika Buster-Singleton	Principal
Dr. Myoshi Byrd	Academic Principal – 6th Grade
Quanda Fudd	Academic Principal – 7th Grade
Tenicka Strown	Academic Principal – 8th Grade
Tim Brannon	Academic Principal - International Academy
Jessica Harris	Director of School Counseling
Annette Lee	Dean of Students
Kobe Jackson	Dean of Students
Ronald Chapman	Title I School Improvement Coordinator
Jacenta Collins	Special Education Accountability Specialist
Instructional Coaches	
Vacant	Literacy Coach
Vencena Sye	Math Coach
Brittany Thomas	TAG Coordinator
Team Leaders	
6th Grade	
Derek Rivera	Team 6-1
Stephen Ingram	Team 6-2
Shani Foster	Team 6-3
Karl Pederson	Team 6-4
7th Grade	
Miriam Kimsey	Team 7-1
Janelle Kochis	Team 7-2
Alyssa Rogers-Armstrong	Team 7-3
David Fox	Team 7-4
8th Grade	
Voltaire Valle	Team 8-1
Nicole Shaw	Team 8-2
Daniel Pellito	Team 8-3
Jack Dever	Team 8-4
International Academy	
Alison Walter	8 th Grade
Addie Moore	6 th /7 th Grade
Department Chairperson	
Danielle Maxwell	Science
Dominique Jones	Language Arts
Alyssa Rogers-Armstrong	Math



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David Fox	Social Studies
Dawn Wilson	Visual and Performing Arts
Radiah McLean	CTE Electives
Stephen Bockover	ELL
Jacenta Collins	Special Education
Matthew Schilling	World Languages
Jennifer Ranieri	PE
Chanel Alford-Campbell	Web Page
Parent Representation	
Diana Carvajal	Parent Liaison
Tesfaye Amberber	Parent Liaison
Nassiba Benghanem	Parent Liaison
Keisha Brooks	Parent