

## **Jasper Middle School Family/Community Engagement Plan**

The school shall be governed by the statutory definition of parent involvement as sited in the Elementary and Secondary Education Act (ESEA), and shall carry out programs, activities and procedures in accordance with this definition.

The school shall implement the following as required by federal and state legislation:

- The school will put into operation activities and procedures for the involvement of parents. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents.
  - JMS has an active parent teacher organization (PTO) which began the 2005-2006 school year. This organization holds monthly meetings and is actively communicating with the faculty, staff, and community to identify areas of greatest need in the school.
  - A parent volunteer program is currently being established. Parents were offered the opportunity to attend a training session on “Being a Parent Volunteer at JMS”. Although the establishment of a formal program is not complete, parents are encouraged to come to the school on a regular basis and volunteer as they have free time.
  - The school has a parent advisory committee which meets twice a year to discuss school improvement as well as opportunities for family and community engagement.
  - To help Jasper Middle School reach a goal of being more family friendly, a family survey was given for the first time in the 2005-2006 school year. Plans are to continue the survey each year to compare results.
  - Students, parents, and teachers complete a Home School Compact at the beginning of the school year which is kept on file and discussed at Parent/Teacher conferences.
  
- The school shall incorporate activities and strategies that support the district wide family and community engagement policy into its Tennessee School Improvement Planning Process (TSIPP).
  - Jasper Middle School has a school improvement plan action goal of increasing parent and community involvement. Listed below are strategies that are being implemented in order to achieve the aforementioned goal.  
Open House, Academic Reception, Parent Orientation, Athletic Club, Parent/Teacher Organization.
  - Workshops will be offered to families based on the results of the survey sent home in the fall.
  - At the request of parents, a newsletter will be mailed home four times a school year to give information on parenting issues.
  
- The school, along with parents and teachers, has designed strategies to improve homework, attendance and discipline.
  - Parents were involved in the development of the Home School Compact.
  - Each student at JMS receives an agenda in which to record homework assignments, as well as school wide events. Teachers also use the agenda as a communication tool with parents in all areas, including discipline.
  - Students are rewarded at the end of each nine weeks for perfect attendance and grade achievements (honor roll, star honor roll, principal’s list).

- A phone messenger computer is used as a “homework hotline”. This system allows teachers to record homework assignments. Parents can then call to retrieve this information. This messenger computer is also used to promote family community involvement opportunities. Minor discipline problems are reported to parents using the phone messenger.
  - Individual grade levels provide rewards for students who demonstrate positive behaviors.
- The school informs parents of the right to access their children’s official records.
    - A statement is in the school handbook notifying parents that they have the right to access their children’s records.
- The TSIPP shall include procedures by which parents may learn about the course of study for their children and have access to all learning materials. The school will provide a written description of the curriculum, forms of assessment used to measure progress, and the proficiency levels students are expected to meet.
    - Upon request, parents are given a copy of the state standards for their child’s grade level. These state standards are also provided as a link to the county website. Plans are being made to include a short written description of the curriculum for each grade level in the school handbook/registration day information.
    - The grading scale is in the school handbook.
    - Scheduled parent teacher conferences are held two times during the school year. Teachers meet with parents upon request at any time throughout the school year. As the need arises, teachers request parents to attend meetings to discuss the progress of their children. These conferences are used to discuss progress, forms of assessment, and the proficiency levels students are expected to meet.
    - Reports of student achievement on standardized tests are sent home as they become available.
- If the school’s TSIPP is not satisfactory to the parents, the school shall submit any parent comments with the plan when the school submits the plan to the State Department of Education.
    - A statement will be included in the upcoming handbook that the school improvement plan for Jasper Middle School is available for viewing at any time by parents and families. If this plan is not satisfactory, the school will submit any comments to the state department of education.
- To the extent practicable, the school shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and including alternative formats upon request, and, to the extent practicable, in a language parents understand.
    - Jasper Middle School works closely with the county ESL coordinator. Translations are provided to the extent practicable.
    - Because JMS has disabled students as a part of its student body, the facility has accommodations available for parent use should the need arise. This information will be communicated to parents in flyers that advertise family/community engagement opportunities.

- The school shall appoint a Family and Community Advisory Council that will annually assess, through consultation with parents, the effectiveness of the Family and Community Engagement Program and determine what action needs to be taken, if any, to increase parental and community participation. In order to accomplish this, each advisory council shall be composed of representatives from parents of students in each grade level of the school, and community business leaders.
  - Jasper Middle School will continue its family and community advisory council conducting meetings in the fall and in the spring. This council will include parent representatives from all grade levels, a school board member, and a representative from the school's business partner. They will discuss the school improvement plan as well as future opportunities for family and community engagement.