

Bibb County School District | 2021-2022 CALENDAR



Dr. Curtis L. Jones, Jr., Superintendent
2019 National Superintendent of the Year

Please sign and return the first page marked "School Copy - Please Return" by 9/30/2021

JULY 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July 22-30, 2021
Pre-Planning

JANUARY 2022						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					16

January 5, 2022
Professional Learning
(No students)
January 6
Second Semester Begins
January 17
MLK Day Holiday
January 18
Professional Learning
(No students)

AUGUST 2021						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						22

August 2
First Day of School

FEBRUARY 2022						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
						17

February 21-22
Winter Break
February 23
Professional Learning
(No students)

SEPTEMBER 2021						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

September 6
Labor Day Holiday
September 7
Asynchronous Learning Day for Students/PL Day for Staff

MARCH 2022						
S	M	T	W	TH	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						18

March 21-25
Spring Break

OCTOBER 2021						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						16

October 11-15
Fall Break
October 18
Asynchronous Learning Day for Students/PL Day for Staff

APRIL 2022						
S	M	T	W	TH	F	S
					1	2
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24	25	26	27	28	29	30
						21

NOVEMBER 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						16

November 11
Veterans Day Holiday
November 22-26
Thanksgiving Holiday Break
November 29
Asynchronous Learning Day for Students/PL Day for Staff

MAY 2022						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						18

May 25
Second Semester Ends
May 25-27
High School Graduations
May 26-27
Post Planning
May 30
Memorial Day Holiday

DECEMBER 2021						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						13

December 17
First Semester Ends
December 20-January 4, 2022
Holiday Break

JUNE 2022						
S	M	T	W	TH	F	S
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5	6	7	8	9	10	11
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19	20	21	22	23	24	25
26	27	28	29	30		

- Pre/Post Planning & Professional Learning
- Holidays
- First/Last Day of the Semester



2021-2022 Title I Parent and Family Engagement Guidebook



Howard Middle School
478-779-3500

Anthony Jones
Principal

6600 Forsyth Road
Macon, GA 31210



GET HELP IN YOUR LANGUAGE!

English	Get help in your language. You have the right to get information and help in your language for free. Call (478) 779-4386 or text (478) 508-9417 to request an interpreter.
Arabic عربي	احصل علي المساعدة بلغتك المعلومات الواردة في هذا الدليل مهمة لك وطفلك لديك الحق في الحصول علي هذه المعلومات والمساعدة بلغتك مجاناً اتصل بالرقم (478) 779-4386 او لنص (478) 508-9417 لطلب مترجم.
Chinese 中文	获得您使用的语言的帮助。 您有权获得这些信息并得到免费的翻译帮助。如需要中文翻译，请致电 478-779-4386 或发短信到 478-508-9417。
Gujarati ગુજરાતી	તમારી ભાષામાં સહાય મેળવો. આ માર્ગદર્શિકામાંની માહિતી તમારા અને તમારા બાળક માટે મહત્વપૂર્ણ છે. તમને આ માહિતી અને બીજી મદદ તમારી ભાષામાં અને મફતમાં મેળવવાનો અધિકાર છે. અનુવાદક માટે વિનંતી કરવા માટે કોલ (478) 779-4386 અથવા ટેક્સ્ટ (478) 508-9417 કરો.
Japanese 日本語	あなたの言語で情報得ることができます。 あなたにはこの情報得る権利があり、且つ無料であなたの言語による情報を得る権利があります。 通訳を要請するには、電話 (478) 779-4386 又はテキスト (478) 508-9417 にてご連絡下さい。
Korean 한국어	한국어 서비스를 받을 수 있습니다. 당신은 이것을 알 권리가 있으며, 무료로 한국어 서비스를 받을 수 있습니다. (478)779-4386 로 전화 하시거나 (478)508-9417 로 문자를 하셔서 통역을 요청하십시오.
Spanish Español	Obtenga ayuda en su idioma. Tiene derecho a obtener información y ayuda en su idioma de forma gratuita. Llame al (478) 779-4386 o envíe un mensaje de texto (478) 508-9417 para solicitar un intérprete.
Vietnamese Tiếng Việt	Phụ huynh có quyền nhận thông tin này và nhận sự giúp đỡ bằng ngôn ngữ của quý vị miễn phí. Xin vui lòng gọi số (478) 779-4386 hoặc nhắn tin đến số (478) 508-9417 để yêu cầu thông dịch viên.



BIBB COUNTY SCHOOL DISTRICT

OFFICE OF DISTRICT EFFECTIVENESS AND FEDERAL PROGRAMS

Receipt of 2021-2022 Title I Parent and Family Engagement Guidebook

August 2021

Dear Parent/Guardian:

Your participation in your child's education is extremely important to us. We believe in maintaining regular, two-way communication between home and school. As such, we distribute information to explain how parents can work with the school to ensure that students achieve their maximum potential. Please take time and carefully read all of the documents included in your child's Title I Parent and Family Engagement Guidebook. We also ask that you sign and return the appropriate forms to your child's teacher.

Provided in the Title I Parent and Family Engagement Guidebook are the following documents:

- Receipt of 2021-2022 Title I Parent and Family Engagement Guidebook **(School Copy-Please Return)**
- School-Parent Compact Signature Letter **(School Copy-Please Return)**
- A Family's Guide to Title I
- Parent Right to Know Notification
- School Parent and Family Engagement Plan
- School-Parent Compact
- District Parent and Family Engagement Plan
- Before and After School Programs Notification
- McKinney-Vento Program Notification
- Migrant Education Program Notification
- Complaint Procedures

Please sign below and return this page **AND** the School-Parent Compact Signature Letter to your child's teacher by **September 30, 2021**.

Should you have any questions, please contact your child's principal.

I have received and read the 2021-2022 Title I Parent and Family Engagement Guidebook for Howard Middle School.

Parent's Signature _____ Date _____

Student's Name _____ Grade _____ Date _____



Howard Middle School

School-Parent Compact Signature Letter

2021-2022

Revised March 19, 2021

August 2021

Dear Parent/Guardian,

Howard Middle School students participating in the Title I, Part A program, and their families, agree that this School-Parent Compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement. It describes how the school and parents will build and develop a partnership that will help children achieve the challenging State academic standards. Please review the attached School-Parent Compact.

Please **sign and date below** to acknowledge that you have read, received, and agree to this School-Parent Compact. **Once signed, please return the form to your child's teacher and keep the School-Parent Compact as a reminder of your commitment.*** The School-Parent Compact will be discussed with you throughout the year at different school-family events as we work together to help your child succeed in school. We look forward to our school-parent partnership!

Sincerely,

Anthony Jones

Anthony Jones
Principal

Teacher/School Representative Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Grade: _____ Date: _____

*Please **return one signed form for each student** in your household attending Howard Middle School.

Please sign both sides and return this page to the school.

A Family's Guide to Title I

What is Title I?

Title I is the largest federally funded program for elementary, middle, and high schools. Title I helps students, teachers, and parents. Through Title I, school districts receive money based on the number of low-income families in each district. Each district uses its Title I money for extra educational services for children most in need of educational help. The focus of the Title I program is on helping the students meet the same high standards expected of all children. The Every Student Succeeds Act (ESSA) serves as the latest reauthorization of the Elementary and Secondary Education Act of 1965 (ESEA) which focuses on the clear goal of fully preparing all students for success in college and careers and the right of parents to be involved in the education of their children.



Which Bibb County Schools receive Title I services?

Alexander II Elementary	Howard High	Skyview Elementary
Appling Middle	Howard Middle	Southfield Elementary
Ballard-Hudson Middle	Ingram-Pye Elementary	Southwest High
Bernd Elementary	M. L. King Elementary	Springdale Elementary
Bruce Elementary	Lane Elementary	Taylor Elementary
Burdell-Hunt Elementary	J. R. Lewis Elementary	Union Elementary
Carter Elementary	Miller Middle	Veterans Elementary
Central High	Northeast High	Vineville Academy
Hartley Elementary	Porter Elementary	Weaver Middle
Heard Elementary	Rutland High	Westside High
Heritage Elementary	Rutland Middle	Williams Elementary

What are your rights as a parent?

Under the Every Student Succeeds Act (ESSA), you may request information about the professional qualifications of your child's teacher(s) and/or paraprofessional(s). The following information may be requested:

- Whether your child's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning the qualifications of your child's teacher and/or paraprofessional, please contact the school principal.



What is My Role in Supporting My Child's Success?

Parents are an important part of the Title I team and are partners with the school in helping their students achieve. **As the parent of a child in a Title I school, you have the right to:**

Be **engaged** in the planning and implementation of the parent and family engagement plan and program in your school

Ask to read the progress reports on your child and school

Request information about the professional qualifications of your child's teacher(s) and/or paraprofessionals including the degrees and certifications held, and whether the teacher is certified in their respective area of instruction

Help to **decide** if Title I is meeting your child's needs, and offer suggestions for improvement

Ask about your child's school designation under the Every Student Succeeds Act (ESSA), Title I, Part A

Know if your child has been assigned or has been taught for 4 or more consecutive weeks by a teacher who does not meet applicable State certification, licensure requirements, or district requirements for certification

Help **develop** your school's plan for how parents and schools can work together.

What is the School District's Role in Supporting My Child's Success?

Local educational agencies (LEAs) are defined as school districts, county offices of education, and direct-funded charter schools that **are responsible for the following actions:**

Plan and implement educational programs, activities, and procedures as required under Title I that engage parents

Reserve 1% of Title I funds for parent and family engagement activities if the LEA receives more than \$500,000

Develop a parent and family engagement plan with the participation of parents

Provide full opportunities for participation of parents with limited English proficiency, disabilities, and parents of migratory children, and when appropriate, in a language and format that they can understand

Conduct an annual evaluation of the parent and family engagement plan and implement changes based upon the findings of the evaluation

Build parent capacity by providing literacy and technology trainings that will help parents work with their children to improve academic achievement

Build capacity of school staff by providing resources that will assist staff in communicating with parents and working in partnership for students' academic success.

What is the School's Role in Supporting My Child's Success?

Some Title I schools are schoolwide programs. This means that school staff work to improve the school's educational program in an effort to increase the achievement of all students, particularly those who are low achieving and thus could benefit from extra supports or services. Other schools may have a targeted assistance program, which means that only certain students and their parents can benefit from the additional services Title I provides. **Title I schools are responsible for the following actions:**

Involve parents in the planning, review, and improvement of Title I programs, including the school parent and family engagement plan

Develop jointly, with the parents of participating students, a school-parent compact focused on academic achievement

Inform parents in an understandable language and format

Offer parent meetings at various times or in various formats (schools may also pay for transportation and child care, when reasonable and necessary)

Provide information to parents about the state standards, curriculum, and assessments and how parents can monitor their child's progress

Build parent capacity by coordinating and integrating parent programs and activities with other federal, state, and local programs.



For more information regarding Title I, contact the Office of District Effectiveness and Federal Programs at 478.765.8582.



**Howard Middle School
6600 Forsyth Road
Macon, GA 31210**

Right to Know Professional Qualifications of Teachers and Paraprofessionals

August 1, 2021

Dear Parent(s) or Legal Guardian(s),

In compliance with the requirements of the Every Students Succeeds Act (ESSA), **Howard Middle School** would like to inform you that you may request information about the professional qualifications of your child's teacher(s) and/or paraprofessional(s). The following information may be requested:

- Whether your child's teacher—
 - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.

- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

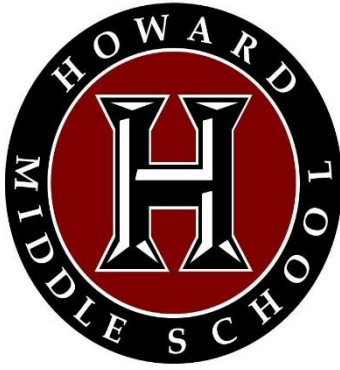
If you wish to request information concerning the qualifications of your child's teacher and/or the paraprofessional, please contact me, **Anthony Jones**, your child's principal, by phone at **478-779-3500** or by email at **Anthony.Jones@bcsdk12.net**.

Thank you for your interest and involvement in your child's education.

Sincerely,

Anthony Jones

Anthony Jones
Principal



HOWARD MIDDLE SCHOOL

6600 FORSYTH ROAD
MACON, GEORGIA 31210

2021-2022

PARENT AND FAMILY ENGAGEMENT PLAN

Mr. Anthony Jones, Principal

478-779-3500

<https://howardms.bcsdk12.net/>

Revised: March 19, 2021

WHAT IS TITLE I?

Howard Middle is identified as a Title I school as part of the Every Student Succeeds Act (ESSA). Title I Part A, is designed to support State and local school reform efforts tied to challenging State academic standards. Title I supports these efforts by reinforcing and enhancing teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support family engagement. Title I schools must jointly develop with all families a written Parent and Family Engagement Plan, School-Parent Compact, and Schoolwide Plan. Parents and families are also involved in providing input on how Title I funds for family engagement are spent by providing feedback on the Family Engagement Survey and during the Family and Community Engagement (FACE) Forum.

District Goals

All students will reach high standards with a minimum attaining the following proficiency:

- Increase the percentage of student achieving a Lexile measure at the targeted grade level (3rd, 5th, 8th, HS American Lit) to 55% as measured by the Georgia Milestones Assessment scores.
- Decrease the percentage of students absent from school 6 or more days from 48.4% to 30%.

School Goals

Lexile

- By the end of the 2021-2022 school year, 60% percent of 8th grade students will attain a Lexile score within or above the grade appropriate stretch band as measured by the Georgia Milestones EOG.

Math

- By the end of the 2021-2022 school year, 35% percent of students will achieve a level of 3 (Proficient) or 4 (Distinguished) as measured by the Georgia Milestones EOG.

Parent, Teachers, and Students will Share Responsibility for Success

What is this plan?

This plan describes how Howard Middle School will provide opportunities to improve family engagement to support student learning. Howard Middle values the contributions and involvement of parents in order to establish an equal partnership for the common goals of improving student achievement. This plan describes the different ways that Howard Middle will support family engagement and how families can help plan and participate in activities and events to promote student learning at school and at home.

How is it developed?

Howard Middle invites all families to attend our Family and Community Engagement (FACE) Forum each year to review and revise this plan, as well as the Schoolwide Plan, School-Parent Compact and Family Engagement Budget. These meetings are scheduled at convenient times. Feedback received will be used to revise the plan for the next school year. We also distribute an annual survey to ask families for their suggestions on the plan and use of funds for family engagement.

Who is the plan for?

All students participating in the Title I, Part A program, and their families are encouraged to fully participate in the opportunities described in this plan. Howard Middle School will provide full and equal opportunities for the participation of families with limited English, with disabilities, and of migratory children. The Neglected and Delinquent Residential Facilities in the district are included in family engagement correspondence and activities.

Where is the plan available?

The plan will be posted on the school website, in the front office, in the media center, and the Parent Resource Center.

School-Parent Compact

The School-Parent Compact is jointly developed by the teachers, parents and students. Our compact is an agreement between the school, parents and students stating what each party will do to ensure that all students reach grade level standards. The compact will be reviewed and updated based on feedback from parents, students and teachers at the Family and Community Engagement (FACE) Forum in the spring or at any time throughout the year using the online comment card located on the school website parent channel.

PARENT AND FAMILY ENGAGEMENT PLAN 2021 - 2022

Howard Middle School will take the following measures to promote and support families as an important foundation of the school in order to strengthen the school and reach our school goals.

We will —

- ✓ Ensure that all information related to school and parent programs, meetings, and other activities is timely and published in both English and Spanish, as needed, on the school website and in the Howl Newsletter.
- ✓ Conduct staff development on family engagement best practices and effective strategies for staff to work with parents as equal partners during grade level meetings, staff meetings, in emails, and communicating parent tips in the weekly Howard Middle Howl Newsletter.
- ✓ Partner with our zone elementary and high schools to coordinate and integrate family engagement activities to support the transitioning of rising 6th and 9th graders. Parents are invited to tour their respective school and participate in workshops to learn what to expect for the new school year.
- ✓ Communicate with all families and the community on a regular basis about school meetings and events by mail, flyers, phone calls, school messenger, school marquee and social media.
- ✓ Provide a Parent Resource Area and workshops with necessary materials and training for parents to gain an understanding of academic standards, curriculum, assessments and ways to monitor their child's progress.
- ✓ Listen and respond to parents' requests for additional support for family engagement activities Through workshop evaluations and district surveys Submit parent feedback about any part of the schoolwide plan that is not satisfactory to the students and school goals for academic achievement to the local Title I office.

Partnership Opportunities

Awards Program
Book Fair
Fundraising
PTO
Volunteer in Media Center
Volunteer in Classrooms
Volunteer in Office

All volunteers are welcome at Howard Middle School. Volunteers must complete a volunteer packet located in the front office.

For more information about volunteer opportunities contact LaCreshia Williams, the Family Engagement Facilitator at 478-779-3500.

The following events will be presented to families to strengthen family engagement. Meetings are held at flexible times and are announced through school messenger and posted on the school website.

- **July 2021 – Open House:** Meet your child's teacher, tour the school, and receive important information on joining PTO and helpful tips to a successful school year.
- **August 2021—Annual Title I Meeting:** Families will receive important information regarding the Schoolwide Plan, Parent and Family Engagement Plan, School-Parent Compact and Family Engagement Budget.
- **September 2021 - Standards & Curriculum Night:** Teachers will present information that will help parents gain a better understanding of the school goals, curriculum and the Georgia Standards of Excellence.
- **October 2021 - Building Staff Capacity:** Principals, faculty and staff, with the assistance of parents will meet, discuss and share information on how to build stronger ties between home and school.
- **November 2021 - Assessments and Technology Workshop:** Parents and family members will learn and explore different assessments used to assess their child throughout the school year. Information about performance measures, Parent Portal, digital literacy and Copyright Piracy will also be shared with families.
- **November 2021 - Georgia Family Engagement Month – National Parental Involvement Day - November 18, 2021 - P.A.C.K Parent Night:** Parents will be invited to engage with the P.A.C.K. as students share information about P.A.C.K. time, behavior lessons and additional instruction in all subjects. Rising 6th grade parents are invited to attend.
- **November 2021 -Title I Parent Survey:** A shared decision making opportunity. Parents will have the opportunity to share feedback about the family engagement program activities and budget.
- **February 2022 - Georgia Milestones Assessment Workshop:** Presenter will share test-taking strategies and test information with parents and families.
- **February 1 – March 11, 2022 - Family and Community Engagement (FACE) Forum:** A shared decision making opportunity. Parents will provide input and feedback regarding the Schoolwide Plan, Parent and Family Engagement Plan, School-Parent Compact, and the Family Engagement Budget.
- **April 2022 - Smooth Move Transition:** Parents of rising 6th and 9th graders will come and learn expectations for their child entering middle and high School.
- **HMS School Council Meetings: September 2021, December 2021, March 2022, May 2022:** A shared decision making opportunity. Connects school and community to meet the needs of students.
- **Parent-Teacher Conferences:** As requested, parents and teachers are encouraged to schedule conferences throughout the school year in order to monitor their child's achievement.

What is a School-Parent Compact?

A School-Parent Compact is an agreement that parents, students and teachers develop together. This compact provides strategies to help connect learning at school and home.

An Effective Compact:

- ◆ Link goals to the school improvement plan.
- ◆ Focus on students' learning skills.
- ◆ Describe how teachers will help students develop those skills using high-quality instruction.
- ◆ Share strategies parents can use at home.
- ◆ Explain how teachers and parents will communicate about student progress.
- ◆ Describe opportunities for parents to volunteer, observe, and participate in the classroom.

Developing the Compact

The parents, students and staff worked together and shared ideas to develop the school-parent compact. Teachers meet with their grade level teams to design practical strategies for parents to use at home. Parent provided feedback on their needs to help their students. Students completed feedback forms to add their ideas for the compact. Meetings are held each year to review and revise the compact based on the school's academic achievement goals and students' needs.

Parents are welcome to provide feedback at anytime by utilizing "Let's Talk" on the district and HMS homepages.

If you would like to volunteer, participate, or observe in the classroom, contact LaCreshia Williams at 478-779-3500.

Building Partnerships

The following actions will be taken in order to promote partnerships:

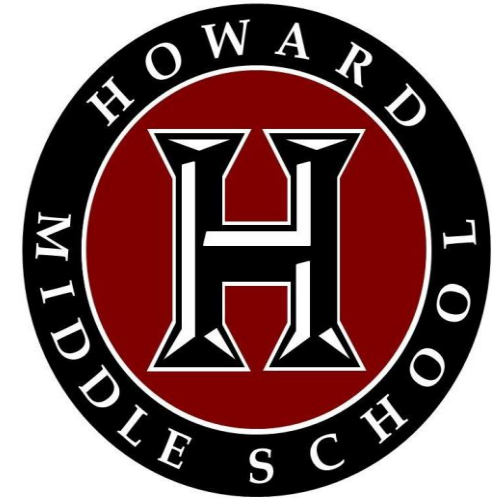
- ◆ Quarterly P.A.C.K and School Council meetings
- ◆ Rising 6th Grade Parent Orientation
- ◆ Individual counseling conferences with students and parents
- ◆ P.A.C.K. Parent Night
- ◆ Teachers will be available before and after school and during planning times if you would like to schedule a conference.

Communication with Parents About Student Learning

Howard Middle School is focused on keeping families informed by having two-way communication between the school and parents through:

- ◆ Beginning of the year Open House
- ◆ Syllabus for all classes sent home for parent signatures
- ◆ Facebook Updates
- ◆ Progress Reports every 4 1/2 weeks
- ◆ School and Teacher websites
- ◆ Parent Portal: grades updated weekly
- ◆ Parent Teacher Conferences
- ◆ H.O.W.L Weekly Newsletter
- ◆ School Messenger
- ◆ Report Cards every 9 weeks
- ◆ School Marquee
- ◆ Let's Talk
- ◆ Parent Resource Center, Room 120

School-Parent Compact 2021-2022



*Where every day
and every student matter!*



Mr. Anthony Jones, Principal

**Howard Middle School
6600 Forsyth Road
Macon, GA 31210
478-779-3500**

<https://howardms.bcsdk12.net/>

Revised: March 19, 2021

Howard Middle School Goals

District Goals

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Areas of Emphasis Reading

Grades 6-8:

Cite textual evidence, determine themes, analyze development of a story, make comparison between text for both literary and informational text, evaluate

arguments and determine if the reasoning is sound, analyze conflicting text and make judgement.

Math

Grades 6-8:

Write, interpret, and use expression, equations, and inequalities, develop an understanding of operation with rational numbers and work with expressions and linear equations, formulate and reason about expressions and equations.

Solve real-world problems.

Apply rational reasoning to develop an understanding of mathematical concepts.

Mutual Promises that Lead to Student Success

Teachers will ...

- Provide academic resources including the course syllabus, review materials, and study guides on teacher webpages.
- Update teacher webpages regularly and post grades in Parent Portal weekly.
- List helpful websites such as Khan Academy, Study Jams, and Newsela for study and review on teacher webpages and model their use during class.
- Use the school website, parent portal and ROBO Calls to provide feedback and helpful reminders about assessment dates and parent events.
- Hold students accountable to the HMS P.A.C.K. expectations, and teach expectations explicitly.
- Hold parent-teacher conferences and parent events to keep parents informed about school goals and student performance.

As a Parent, I will ...

- Encourage my child to complete all classwork and homework assignments during school and after school hours.
- Check Parent Portal weekly to monitor my child's progress.
- Communicate and encourage my child to take advantage of academic resources in order to achieve academic success.
- Communicate with faculty and staff by supporting School Programs, participating in parent teacher conferences, workshops, meetings, newsletter, School Messenger and activities throughout the school year.
- Encourage my child to read daily, and ask him or her about their reading.
- Ensure my child is at school and on time daily.

Mutual Promises that Lead to Student Success

As a Student, I will ...

- Complete all classwork and homework assignments and let someone know what I do not understand.
- Use Student Portal to keep track of my progress.
- Check my teacher's websites for instructional materials, homework assignments, review work and study guides.
- Inform my parents and encourage them to attend workshops, meetings, conferences, and activities throughout the school year.
- Read at home daily.
- Follow the P.A.C.K. expectations.

Howard Middle School Parent Resource Center



Hours of Operation 11:00 a.m. - 2:00 p.m.

For more information contact
LaCreshia Williams, the Family
Engagement Faciliator at 478.779.3500



2021-2022 PARENT and FAMILY ENGAGEMENT PLAN

Revised April 8, 2021

Dr. Curtis L. Jones, Superintendent

2019 National Superintendent of the Year

484 Mulberry Street | Macon, GA 31201

www.bcsdk12.net



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WHAT IS FAMILY ENGAGEMENT?

Family Engagement means the participation of parents and family members in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring:

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education.
- That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child.
- The carrying out of other activities, such as those described in Section 1116 of the Every Student Succeeds Act (ESSA).

"Education is not the filling of a pail, but the lightning of a fire."

William Butler Yeats

ABOUT THE PARENT AND FAMILY ENGAGEMENT PLAN



In support of strengthening student academic achievement, the Bibb County School District (BCSD) developed this parent and family engagement plan that establishes the district's expectations and objectives for meaningful family engagement. It describes BCSD's commitment to engage families in the education of their children and builds the capacity of its Title I Schools to succeed in reaching the district and student academic achievement goals.



When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more.



Title I, Part A provides for substantive family engagement at every level of the program, such as in the development and implementation of the district and school plan, and in carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents and family members in their children's education. Consistent with Section 1116, the BCSD will work with its Title I schools to ensure that the required school-level parent and family engagement plans meet the requirements of Section 1116(b) and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA.

JOINTLY DEVELOPED

During the annual State of the District Forums in the spring, all parents are invited to participate and provide suggestions and ideas to improve the district parent and family engagement plan for the 2021-2022 school year. The district uses advertisements via social media, district and school websites, automated calling system (in English and Spanish), emails, and flyers to inform parents about the meetings. During the meetings, parents also review and discuss the Comprehensive LEA Improvement Plan (CLIP). At the school Family and Community Engagement (FACE) Forums, parents are invited to review and provide input on developing the district and school improvement plans. Upon final revision, the district

parent and family engagement plan is incorporated into the CLIP, which is submitted to the state. Parents are welcome to submit comments and feedback regarding the plan at any time on the district website or by submitting written comments to their child's school. All feedback received by April 12, 2021 is included with the plan for the 2021-2022 school year.

The district parent and family engagement plan is posted on the district and school websites and distributed during the annual Title I school meetings held prior to September 3, 2021. The plan is included in the Title I Parent and Family Engagement Guidebook that is sent home with students at the beginning of the school year and made available in the school's parent resource areas.

STRENGTHENING OUR SCHOOLS

The district utilizes the PTA's National Standards for Family-School Partnership, adopted by the State Board of Education in 2010, to support family and community engagement.

The six standards are welcoming all families, communicating effectively, supporting student success, speaking up for every child, sharing power, and collaborating with the community

The district Family Engagement Director (FED), Family Engagement Coordinator (FEC), and Family Engagement Specialists (FES) will provide technical assistance and coordinate district family engagement activities with the school Family Engagement Facilitator (FEF) or school representative to ensure the six standards are being satisfied and that processes and activities are implemented and evaluated. In addition to school visits and webinars, the family engagement team will hold frequent meetings/trainings with principals and FEF to review family engagement plans; learn and discuss strategies to increase family and community engagement; and develop effective forms of two-way communication. Additionally, the district convenes a Victory in Progress (VIP) meeting in July for principals to review family engagement requirements, timelines and guidance on Title I, Part A. The district collaborates with Head Start and United Way of Central Georgia to engage parents and family members effectively in education.

RESERVATION OF FUNDS

The BCSD reserves one percent from the total amount of Title I funds it receives for to carry out the parent and family engagement requirements consistent with this plan and as described in Section 1116 of the ESSA, Furthermore, the BCSD distributes 90 percent of the one percent reserved to Title I schools to support their local-level family engagement programs and activities. The district provides clear guidance and communication to assist each Title I school in developing an adequate family engagement budget that addresses their needs assessment and parent recommendations.

At the State of the District and school FACE Forums in the spring, parents provide input on how the one percent required family engagement funds are used in the upcoming year at the district and school-level. Each Title I school will survey parents in November for suggestions. Survey results and stakeholder input forms from the forums are reviewed by the district to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

OPPORTUNITIES FOR MEANINGFUL PARENT INPUT

Input and suggestions from parents and family members are an essential component of the district and school improvement plans that are developed each year. All parents of students eligible to receive Title I services are invited to attend two meeting opportunities described in this section to share their ideas and suggestions on decisions to help the district, schools, and students reach our student academic achievement goals.

State of the District Forums Thursday, February 3, 2022

All parents are welcome to hear the latest updates from the Bibb County School District as well as review and provide input into the district parent and family engagement plan and the Comprehensive LEA Improvement Plan for the 2022-2023 school year. Notices regarding the forums are made available to all parents in advance of the meetings. The district also communicates information regarding these input meetings on the school and district websites.

Family and Community Engagement (FACE) Forums February 10 – March 11, 2022

Each Title I school will host a forum for parents and family members to participate in discussions to review the schoolwide plan, school parent and family engagement plan, school-parent compact as well as provide input on the family engagement budget and building staff capacity. Each Title I school will send information home and post details on social media notifying parents and family members about the date and time of the forum. Information regarding the FACE Forums will also be made available on each Title I school website.

Parent input on decisions regarding use of Title I funds to support family engagement programs may also be submitted through the annual parent survey. The survey will contain questions related to the family engagement budget as well as a section for parents to provide their comments.



Unable to attend the meetings?

Contact the Family Engagement Program at 478-779-2579 to review the meeting documents and leave your input.

BUILDING CAPACITY OF FAMILIES AND STAFF

The BCSD will build school and parent capacity for strong family engagement to ensure effective involvement of family members and the community, as equal partners, to improve student academic achievement through districtwide activities and programs.

FAMILIES



Supporting Students Success. The district and through its Title I schools will work to Support Student Success by providing assistance to parents and family members in understanding state and district academic information connected to their children's learning and progress and information regarding the Title I program. The district provides Victory in Schools Parent University (VISPU), a family engagement model, to help families build upon skills, knowledge and support systems to improve student success. VISPU offers online resources and workshops for parents to gain knowledge about Georgia Standards of Excellence, state curriculum and achievement goals, as well as required assessments including alternative forms of assessments for Georgia students. Additional materials will be available in each school parent resource area for those families who may have limited internet access, including resources in Spanish, where possible.

Communicating Effectively. Each Title I school will host monthly workshops and have a parent page on its website that contains grade level resources, including study guides and practice assessments to help parents work with their children at home. The district family engagement team and technology coaches will support Title I schools in assisting parents with how to monitor their child's progress using Parent Portal, the online student information system. Parents will receive information about other digital educational resources (including education about the harms of copyright piracy). Dates and times for workshops will be determined.

Speaking Up For Every Child. To empower parents and community leaders to become advocates for their own and other children, the BCSD has a districtwide Superintendent Parent Advisory Council and a Business in Education Partnership (BEP). Parents, community leaders, and business partners are invited to serve on each respective council to share ideas on all matters related to school policies, procedures, and family and community engagement. In addition, each school has an active council at the school-level.

Sharing Power. The district and schools are committed to encouraging opportunities for parents and family members to serve as parent leaders by organizing events, volunteering at school, participating in PTA/PTO, and networking with each other and with the community.

Collaborating With The Community. BCSD will develop resources to expand learning, community service, and civic participation that enhance the school environment.

Welcoming All Families. To ensure a smooth transition from one school environment to another for parents of rising kindergarten, 6th and 9th grade students, BCSD will host Smooth Move events so parents may tour schools and receive information to help them prepare for a new setting. BCSD will coordinate with other federal and state funded preschool programs to plan and integrate family engagement activities and resources.

STAFF



The BCSD will conduct quarterly trainings for principal and FEFs to learn and discuss strategies to strengthen family engagement and build ties with families and the community. The district will create with input from parents and family members, several presentations on Creating a Welcoming Environment and Improving Communication with Families that will be available to schools for training purposes.

To ensure that information related to district, school and parent programs is available to all parents, each Title I school will send home in August a Title I Parent and Family Engagement Guidebook, which provides information related to meetings and other activities in an understandable and uniform format. FEFs and appropriate school staff will be trained on parent notifications and resources to be sent home in parents' native language, where applicable. Interpreters will be available for parent events and meetings. In addition, the district and schools will distribute information about school policies, programs and activities on the district/school websites, through flyers, newsletters, emails, social media, and the district's Remind messaging system.

PARENT AND FAMILY ENGAGEMENT EVALUATION

Parents are provided opportunity to participate, as equal partners, in the decisions that affect children and families. The BCSD will conduct an evaluation of the content and effectiveness of this parent and family engagement plan and the family engagement activities to improve the academic quality of the Title I schools through an annual parent survey and the State of the District and school FACE Forums.

Beginning in November, each Title I school will send home a survey for parents to provide valuable feedback regarding the family engagement activities and programs. The survey will also be posted on the district and school websites for parents to complete.

In addition to the annual survey, each Title I school will also use the school FACE Forums to facilitate group discussions to obtain input from parents of children eligible to receive Title I services and to design strategies for more effective family engagement.

The district and schools will use the findings from the forums and the survey results to implement processes for effective family engagement, to remove possible barriers to parent participation, and to revise parent and family engagement plans.

ACCESSIBILITY FOR ALL

In carrying out the parent and family engagement requirements established by Section 1116 of ESSA, the district family engagement team will communicate and collaborate with the Offices of Student Affairs and Teaching and Learning. To ensure full opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, the district will provide information and school reports in a language parents can understand to the extent possible.

ADOPTION AND DISTRIBUTION OF PLAN

This district parent and family engagement plan has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs as evidenced by the collaboration of parents, schools, and district personnel at the annual State of the District Forums. This plan was adopted by the Bibb County School District on April 12, 2021 and will be in effect for the 2021-2022 academic school year. The school district will distribute this plan in multiple ways to all parents of participating Title I, Part A children on or before September 3, 2021.



For Parents

**Victory in Schools Parent University
(VISPU)
(ongoing)**

**Parent Portal
(ongoing)**

**Annual Parent Survey
November-December 2021**

**State of the District Forums
February 3, 2022**

**School FACE Forums
February 10 - March 11, 2022**

Local School Site

For Schools

**Victory in Progress (VIP)
District/Administrators
July 2021**

**Family Engagement Facilitator Meeting
July 2021**

**Effective Two-Way Communication
August 2021**

**Building Parent and Staff Capacity
September-November 2021**

**FEF Zone Meeting
January 2022**

**Superintendent's Listening Sessions
September and December 2021
March 2022**



McKinney-Vento Homeless Education Act Information for Parents or Unaccompanied Youth

This information is provided to assist you in ensuring that your child receives services for which they are eligible through the McKinney-Vento Homeless Education Act.

If your family is temporarily living in any of the following situations:

- sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as “doubled-up”);
- living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
- living in emergency or transitional shelters;
- have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

Then, under the McKinney-Vento Act, your preschool-aged and school-aged children have the right to:

- enroll in school immediately, even if they are missing records and documents normally required for enrollment (i.e., birth certificate, proof of residence, previous school records, or immunization/medical records)
- attend either the school in which their residence is zoned or the school of origin, whichever is in their best interest. The school of origin is the school the child attended when permanently housed or the school in which they were last enrolled.
- receive transportation to and from the school
- have access to the same programs and services that are available to all other students including transportation and supplemental educational services

If you have questions or need assistance, please contact:

Dr. Danielle S. Jones
Title I Homeless Liaison
Office 478-765-8633
Cellular 478-508-1966
Danielle.Jones@bcsdk12.net



Title I, Part C Migrant Education Program Information for Parents

Your children and Youth through the age of 21 may be able to receive extra educational help.

Have you worked in...

Farming?

Commercial Fishing?

Planting or Growing trees (Nursery)?

Cutting trees (Forestry)?

Processing (meat, poultry, seafood, dairy)?

Do you currently work, have worked or have looked for these types of agricultural work during the last three years? Do your children move with you and change schools?

If you answered YES to any of these questions, your children may be eligible to qualify for supplemental services in or outside of school!

For more information call 1-866-505-3182 or 470-218-5361

Migrant Liaison

478-779-2579 or 478-779-2578

Título I, Parte C Información del programa de educación de migrantes para los padres

Sus niños y jóvenes hasta la edad de 21 años pueden recibir ayuda educacional extra.

¿Has trabajado en ...

¿Agricultura?

¿Pesca comercial?

¿Plantando o Cultivando árboles (vivero)?

¿Cortando árboles (silvicultura)?

¿Procesando (carne, aves, mariscos, y productos lácteos)?

¿Trabajó, trabaja o buscó usted este tipo de trabajo durante los últimos 3 años?

¿Sus hijos viajan con usted y cambian de escuela?

¡Si ha contestado SI a alguna de estas preguntas, sus hijos podrían calificar para obtener servicios suplementarios dentro o fuera de la escuela!

Para más información llame al 1-866-505-3182 o al 470-218-5361

Coordinador Migrante

478-779-2579 or 478-779-2578



COMPLAINT PROCEDURES FOR FEDERAL PROGRAMS

A. Grounds for a Complaint

Any individual, organization, or agency (“complainant”) may file a complaint with Bibb County School District (BCSD) if that individual, organization, or agency believes and alleges that BCSD is violating a Federal statute or regulation under the Elementary and Secondary Education Act (ESEA) of 1965, as amended by the Every Student Succeeds Act (ESSA) of 2015, that applies to the programs listed below:

B. Federal Programs for Which Complaints Can Be Filed

1. Title I, Part A - Improving Academic Achievement of the Disadvantage
2. Title I, Part A - Academic Achievement Awards
3. Title I, Part A - Foster Care Program
4. Title I, Part A - Family-School Partnership Program
5. Title I, Part C - Education of Migratory Children
6. School Improvement 1003(g) (SIG)
7. Title I, Part D - Programs for Neglected or Delinquent Children
8. Title II, Part A - Supporting Effective Instruction
9. Title III, Part A - Language Instruction for English Learners and Immigrant Students
10. Title IV, Part A - Student Support and Academic Enrichment
11. Title IV, Part B - 21st Century Community Learning Centers
12. Title IX, Part A - McKinney-Vento Homeless Assistance Act
13. The Individuals with Disabilities Act (IDEA)

C. Complaints Originating at the Local Level

As part of its Assurances within ESEA program grant applications and pursuant to Section 9306 of ESEA, an LEA accepting federal funds must have local written procedures for the receipt and resolution of complaints alleging violations of law in the administration of covered programs. Therefore, a complaint should not be filed with the Georgia Department of Education until every effort has been made to resolve through local written complaint procedures. If the complainant has tried to file a complaint with Bibb County School District to no avail, the complainant must provide the Georgia Department of Education written proof of their attempt to resolve the issue with Bibb County School District.

D. Filing a Complaint

A complaint must be made in writing and signed by the complainant. The complaint must allege a violation that occurred not more than one (1) year prior to the date the complaint is received, unless a longer period is reasonable because the violation is considered systemic or ongoing. The complaint must include the following:

1. A statement that Bibb County School District has violated a requirement of a Federal statute or regulation that applies to an applicable program;
2. The date on which the violation occurred;
3. The facts on which the statement is based and the specific requirement allegedly violated (include citation to the Federal statute or regulation);
4. A list of the names and telephone numbers of individuals who can provide additional information;
5. Whether a complaint has been filed with any other government agency, and if so, which agency;
6. Copies of all applicable documents supporting the complainant’s position; and the address of the complainant.

The complaint must be addressed to:

Bibb County School District
The Office of Superintendent
484 Mulberry Street
Macon, GA 31201

Once the complaint is received by Bibb County School District, it will be copied and forwarded to the appropriate Federal Program Director/Coordinator.

E. Investigation of Complaint

Within ten (10) days of receipt of the complaint, Bibb County School District will issue a Letter of Acknowledgement to the complainant that contains the following information:

1. The date BCSD received the complaint;
2. How the complainant may provide additional information;
3. A statement of the ways in which BCSD may investigate or address the complaint; and
4. Any other pertinent information.

If additional information or an investigation is necessary, BCSD will have sixty (60) days from receipt of the information to complete the investigation and issue a Letter of Findings. If the Letter of Findings indicates that a violation has been found, a timeline for corrective action will be included. The sixty (60) day timeline may be extended if exceptional circumstances occur. The Letter of Findings will be sent directly to the complainant, as well as the other parties involved.

F. Right of Appeal

If an individual, organization, or agency is aggrieved by the final decision of Bibb County School District, that individual, organization, or agency has the right to request review of the decision by the Georgia Department of Education.

For complaints filed pursuant to Section 9503 (20 U.S.C. 7883, complaint process for participation of private school children), a complainant may appeal to the Georgia Department of Education no later than thirty (30) days from the date on which the complainant receives the Letter of Findings. The appeal must be accompanied by a copy of the Bibb County School District's decision and include a complete statement of the reasons supporting the appeal.

G. Equitable Services (Private Schools Only)

Formal complaint procedures regarding a school district's or a 21st CCLC program's equitable services for children attending private school are found on the State Ombudsman webpage.

**BIBB COUNTY SCHOOL DISTRICT
Complaint Form for Federal Programs**

Please Print Name (Complainant):	
Mailing Address:	
Phone Number (home): Phone Number (work/cell):	
Date on which violation occurred:	
Statement that the Bibb County School District (BCSD) has violated a requirement of a Federal statute or regulation that applies to an applicable program (include citation to the Federal statute or regulation) (attach additional sheets if necessary):	
The facts on which the statement is based and the specific requirement allegedly violated (attach additional sheets if necessary):	
List the names and telephone numbers of individuals who can provide additional information.	
Has a complaint been filed with any other government agency? If so, provide the name of the agency.	
Please attach/enclose copies of all applicable documents supporting your position.	
Signature of Complainant:	Date:
Mail this form to: Bibb County School District The Office of Superintendent 484 Mulberry Street Macon, GA 31201	