



McNair Magnet Middle School

2023-2024 Title I Parent and Family Engagement Plan (PFEIP)

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format and, to the extent practical, provided in a language the parents can understand. The school's plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.

All families and community members were invited and encouraged to provide input and suggestions on developing/reviewing this plan. This plan is available on our school website and in the Title I Parent Notebook located in our front office. If you would like a printed copy of this document, or require translation, please contact our Title I Contact Mrs. Demasis 321-633-3630 x34053

Se invito y alentó a todas las familias y miembros de la comunidad a proporcionar aportes y sugerencias sobre el desarrollo / revisión de este plan. Este plan está disponible en el sitio web de nuestra escuela y en el cuaderno de participación de padres y familias del Título I ubicado en nuestra oficina principal. Si desea una copia impresa de este documento o necesita una traducción, comuníquese con nuestro contacto de Título I Mrs. Demasis 321-633-3630 x34053

School's vision for engaging families: McNair encourages, solicits, and accepts parent and community involvement knowing that the stronger the collaboration between home and school, the more positive effect on student achievement.

Assurances

We will: Involve an adequate representation of parents, or establish a parent advisory board to represent families, in developing and evaluating the Parent and Family Engagement Plan

that describes how the school will carry out its required family engagement activities.

- Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved. Offer other meetings/workshops at flexible times.
- Use a portion of Title I funds to support parent and family engagement and involve parents in deciding how these funds are to be used.
- Involve parents in the planning, review, and improvement of the Title I program.
- Develop a school-parent Compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents and teachers will communicate.
- Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- Provide materials and training to help parents support their child's learning at home.
- Provide staff development to educate teachers and other school staff, including school leaders, on how to engage families effectively.
- Coordinate with other federal and state programs, including preschool programs.
- Provide information in a format and language parents can understand and offer information in other languages as feasible.
- Include the School and District Parent and Family Engagement Plans on our school website and in the Parent Engagement Notebook in the front office.

Principal:

Dr. Stephen D. Richards

Date:

10/31/23



McNair Magnet Middle School

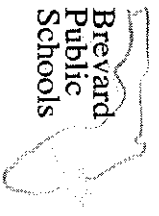
2023-2024 Title I Parent and Family Engagement Plan (PFEF)

EVERY TITLE I SCHOOL IN BREVARD COUNTY WILL:

1. Involve families and community members in the planning, review, and improvement of their School Improvement Plan and Title I program. The school will jointly develop and evaluate the Parent & Family Engagement plan, as well as the school-home Compact, with an adequate representation of families.

Title I Documents	Date of meeting to gather family/community input.	List outreach strategies used to invite families and community to provide input.	Describe the method in which family and community members were involved.	What evidence do you have to document family/community participation?
School Improvement Plan (SWP) Comprehensive Needs Assessment (CNA)	5/18/23 9/28/23 10/26/23	FOCUS Email; newsletter; Marquee.	Parents, community members, and staff were invited to attend SAC meetings and provide input.	Agendas; meeting minutes
Parent and Family Engagement Plan (PFEF)	9/28/23; 10/18/23; 10/25/23; 10/26/23; 11/30/23; 12/13/23; 1/25/24; 2/29/24; 3/28/24; 4/25/24	SAC/PTO Meetings; McNair Parent Survey; Title 1 Annual Meeting	Parents were asked to complete a survey. Parents and community members were invited to attend SAC/PTO meetings. Family and community members were asked to complete an exit questionnaire to provide feedback.	McNair Parent Survey results; Title 1 exit questionnaire
School-Home Compact	3/12/22 10/18/23 10/23/23 10/25/23	McNair Parent Survey; McNair's website & social media; newsletter; Title 1 Annual Meeting	The parent survey and announcement for the Title 1 Annual Meeting were posted on McNair's website. Parents were invited to attend the Title 1 Annual Meeting and participate in the parent survey via the weekly parent newsletter.	McNair Parent Survey results; newsletter; Title 1 Annual Meeting exit questionnaire
Title I Budget	3/12/22 9/28/23 10/18/23 10/25/23	McNair Parent Survey; McNair's website & social media; SAC/PTO Meetings; Title 1 Annual Meeting	Parents & community members were invited to attend SAC/PTO meetings and the Title 1 Annual Meeting. Parents & community members were invited to participate in the parent survey via the weekly parent newsletter, website, & social media. The budget was explained during the Title 1 Annual Meeting and parents were asked for suggestions on how to best use the Title 1 funds via the exit questionnaire.	McNair Parent Survey results; screen shots of website announcements; Title 1 Annual Meeting exit questionnaire
Parent & Family Engagement Funds	10/25/23 11/23 12/23 1/23 3/23	Title 1 Annual Meeting Parent Technology Night McNair Showcase Mental Health Night McNair Showcase	Parents & community members were invited to participate in the parent survey and attend the Annual Title 1 meeting via the weekly parent newsletter, website, and social media. The PTO has plans to actively recruit parents to get more involved with the school.	Title 1 Annual Meeting exit questionnaire; PTO agenda; parent survey results

**All Title I schools are required to hold at least one face-to-face conference in which the compact is discussed with families.*



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2. Hold an annual meeting for families to explain the Title I program and the rights of parents and families to be involved.

Tentative date & time(s) of meeting	October 25, 2023, from 5pm-5pm
How are families notified of the meeting?	Newsletter, website postings, social media postings
What information is provided at the meeting?	The Office of Title I provides each school with a Power Point Presentation and feedback form that incorporates information on: The Title I Program, Use of Funds Overview, Curriculum and Assessment Information, Parent and Family Engagement Plan, Compact, Ways Parents Can Be Involved. Schools may personalize the Power Point by elaborating on how their Title I funds are used to increase student achievement and promote parent and family engagement, ways parents can be involved at their school, how to access staff, school grade information, parent survey results and information on the school's curriculum.
How are parents and families informed of their rights?	Brevard Public Schools Office of Title I provides all Title I schools with a brochure informing parents of their rights. This brochure is sent home with all students via backpack. Schools are also required to have a copy of the "Parents Right to Know" letter in a parent and family engagement notebook kept in the front office. The district Title I office monitors and keeps documentation of this on file.
What barriers will you address to encourage parents/families to attend?	The main barrier for McNair is our Spanish speaking families. McNair has addressed this barrier by providing translated invitations and presentations. Other barriers McNair faces are communication about the events and family schedules. McNair has addressed the communication issue by communicating via multiple methods.
How will you get feedback from parents and families about the meeting?	Parents are asked to complete an Exit Survey after each event and may contact the teachers or administrators through FOCUS email.
How do parents and families who are not able to attend receive information from the meeting?	Parents and community members unable to attend McNair's Title I Annual Meeting can access the Google Slides presentation via the Title I webpage on McNair's website.

3. Identify partnerships that coordinate & integrate Title I and local/federal funds to provide opportunities that encourage and support parents and families in more fully participating in the education of their children and/or to help support learning at home.

Title III-ESOL	McNair has a full time ELL (English Language Learner) instructional assistant who collaborates with teachers and assists in classes to help ELL students. Also, McNair uses the district ESOL (English Speakers of Other Languages) contact to present training for teachers supporting the ELL students.
*District coordinator-Anne Skinner	
Title IX-Homeless	The school counselor and social worker work together with administration to support and meet the needs of students in transition.
*District contact-Ivette Collado	
FDLRS/ESE services	We have a fully functional ESE department led by Dr. DeVesso that works collaboratively to provide instructional services to students based on their individual need. Also, Florida Diagnostic and Learning Resources systems (FDLRS) will provide training for our ESE teachers to ensure that all students needing access to additional support or recourse are provided.



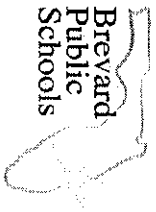
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Preschool Programs (Head Start/VPK)	N/A
SAC	Our school administrators, teachers, support personnel and students collaborate with our School Advisory Council (SAC) to ensure that we are meeting the needs of all our stakeholders, to include both students, parents, and their families. SAC meetings welcome participation from various school leaders to update the committee on initiative related to our SIP (School Improvement Plan) goals.
PTO/PTA	This year, McNair has a new PTO whose focus is to support teachers and contribute to teacher retention.
Community Agencies/Business Partners	McNair has a PIE (Partners in Education) Coordinator who works extensively with our local Business Partners and the community to ensure that we have a good working partnership with both. Some of our business partners have volunteered to work with our students to bring them new experiences. Trinity Produce visited the culinary classes in October to provide different healthy snack choices. Pastor Kirk from Rockledge United Methodist Church volunteers weekly to work with our students. McNair will partner with local fraternity chapters to begin a mentor program this year.

4. Utilize strategies to ensure meaningful communication and accessibility.

Describe the methods that will be used to ensure meaningful, ongoing communication between home, school and community.	McNair uses various modes of communication to share information with parents and families. These modes of communication include newsletters, FOCUS, email, the McNair website, and multiple social media platforms. These are all utilized to ensure that there is open communication with our parents and families.
Describe how you notify each family in a timely manner when their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher who is out of field.	Letters are sent home with every student that has been taught for four or more consecutive weeks by a teacher who is not state-certified in the subject area they are assigned. A copy of the letter and a list of the parents who received the letter is kept on file as documentation.
Explain how families are provided information regarding the curriculum, achievement levels, progress monitoring and assessments.	To ensure that families understand the school's curriculum, achievement levels and progress monitoring of their child, the school convenes annual meetings to include Open House, Title 1 annual Parent Meeting, and Parent Conferences (2x/year). Newsletters are sent weekly with school updates including when interns, report cards, and progress monitoring data are released and available on FOCUS for parent viewing.
Describe how your school provides information to families in their native language.	Based on our Home Language Report, we provide information to families in the following languages: Spanish.
How are the needs of families with disabilities accommodated to ensure they have access to meetings, workshops, and/or events?	McNair makes reasonable efforts to ensure people with disabilities are accommodated. There are handicap parking spaces available, handicap bathrooms, and ramps built into the sidewalks around campus.
Describe the opportunities families have to participate in their child's education.	Parents are invited to attend all events on campus. Parents have the liberty to sign up and volunteer at school whenever they are able. Additionally, parents are encouraged to join McNair's School Advisory Council (SAC) and Parent Teacher Organization (PTO).



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Describe how your school shares the PFEF, SIP, CNA and other Title I documents with community members. All Title I documents are uploaded to the Title I webpage on the McNair website. The documents are also in a binder kept in the front office lobby for parents and community members to peruse as needed.

5. Educate and build the capacity of school staff (administration, teachers, instructional assistants, custodial, front office, etc) on ways in which to communicate effectively, build relationships, and engage families as well as the importance of parent and family engagement in increasing student achievement. Explain your plan for this school year. This section focuses on training staff to work with families to improve academic achievement.

Topic/Title	How does this help staff build school/family relationships?	Format for Implementation: workshop, book study, presenter, etc.	Who is the audience?	Tentative Date/Time
Professional Development	Teacher collaboration helps build relationships among colleagues and families as they work together to encourage and support student success.	Trainings, workshops, & PLC meetings	Teachers	Ongoing throughout the school year August 2023-May 2024

6. Provide assistance, training, workshops, events, and/or meetings for families to help them understand the education system, curriculum, standards, state assessments and achievement levels.

- Offer workshops, events and/or meetings at flexible dates/times. (i.e., morning, evening, lunch, Saturdays).
- Provide information to families in a timely manner and in an easy-to-read format.
- The pre-populated topics are required for ALL schools; schools may add additional topics, as needed, based on family feedback collected.

Building Capacity of Families to Support Learning at Home

Topic	Title	Tentative Date/Time Are they flexible?	Adult learning goal: What skill that reinforces student learning at home will families gain during this training?	List the Schoolwide improvement plan (SWP) goal this event <u>directly</u> supports	Translation provided	Take home materials provided
Curriculum Areas	Math Night & ELA Night	January - May 2024	Math & ELA Nights will include interactive activities and take-home resources. This will encourage family engagement in their child's school experience and provide families with strategies to help their students at home.	Areas of focus 1-3, 5	Yes	Yes



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State Assessments & Achievement Levels	Title I Annual Parent Meeting	October 2023	McNair's principal and Title I teacher share pertinent information with all stakeholders concerning why McNair became a Title I school, what it means to be a Title I school, and how supplemental resources funded by Title I support McNair's teachers, students, parents, and families to promote student success.	Areas of focus 1-3, 6	Yes	Yes
Technology, FOCUS/LaunchPad	Technology Night for Parents	November 2023	FOCUS support, access, and training are provided for parents so that they can continue to monitor their children's progress in the classrooms. Since Google Classroom is another platform teachers use for instructional purposes, to post assignments, engage in academic discussions, and collect assignments, students will benefit from parents being familiar with how to navigate and use Google Classroom.	Areas of focus 1-3, 4, 6	Yes	Yes
Transition (VPK-K, MS, HS)	School Visits	October 2023 January- March 2024	The Guidance counselor visits each 7th grade Science class to provide a general overview of high school and graduation requirements. The Guidance counselor visits 8th grade Social Studies classes to discuss course requests and other pertinent information for high school. High Schools visit to talk with 8th graders about high school requirements and complete course requests. Guidance Counselors visit each elementary school with rising 6th graders to complete course requests	Areas of focus 4-5, 6	Yes	Yes
Parent/Teacher Conferences	Teacher/Parent Conferences	October 2023 February 2024	Parents are invited to make appointments with their student's teachers, however, if they are unable to meet on the designated Parent/Teacher Conference date, they can make arrangements with the teachers to meet at an alternate time and date.	Areas of focus 1-3, 4, 6	Yes	Yes
*College & Career	College Fair	9/25/23	McNair is an AVID school. College and career awareness is all around campus. McNair attended a College Fair in September to provide students with the opportunity to speak with college representatives and learn what is available to them.	4, 6	Yes	Yes
*Graduation Requirements & Scholarships	Open House Parent/Teacher Conferences	8/30/23 10/25/23 February- March 2023	Graduation/course requirements are touched on during the annual Open House event. Teacher/parent conferences are focused on students not meeting the graduation/promotion requirements.	4, 6	Yes	Yes

* Required for secondary schools

How will workshops/events for families be evaluated to determine their effectiveness?	Exit slips and/or surveys will be provided to obtain feedback from parents and families attending the events.
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<p>How will the needs of families be assessed to plan future events?</p>	<p>Surveys will be provided to obtain feedback from parents and families regarding what events parents and community members are interested in. Exit slips/surveys will be provided to help determine the relevance and effectiveness of each event.</p>
<p>What are the barriers for parents and families to attend workshops/events and how do you overcome these? (transportation, translation, etc)</p>	<p>Some of the barriers we face as a secondary school in getting our parents and families to attend events is a need for transportation and conflicting family schedules. We have scheduled events in the evenings based on the preferences of the families surveyed.</p>
<p>How are flexible dates and times for meetings, events and/or workshops offered? (Give examples)</p>	<p>McNair will work with families to be flexible in times offered for events. Feedback will be collected at each event's end to ensure meeting our school stakeholders' needs.</p>
<p>How do families who are unable to attend building capacity events receive information from the meetings?</p>	<p>If an event is missed, the presentation is posted to the McNair website and can be viewed later.</p>
<p>What strategies were used to increase family and community engagement in decision-making?</p>	<p>Families are invited to attend Open-House. Families and community members are invited to join McNair's SAC & PTO. The magnet coordinator establishes relationships with local business partners, and the administration is establishing a mentoring program with local fraternity chapters.</p>