

Mrs. Camille Harmon  
Principal

Mrs. Alexis Downham  
Assistant Principal

Mr. Dennis Kelly  
Dean of Students



# Bayside Middle School

965 Newtown Road Virginia Beach, VA 23462  
(757)648-4400 Fax: (757)473-5185

Ms. Monica Fowlkes  
Guidance Department Chair

Ms. Kirsten Burdsal  
School Improvement Specialist

Mr. Floyd Carter  
Student Activities Coordinator

Kimberly Meyer, Ed. D.  
8th Grade Administrator

## The Bayside Middle Campus Parent and Family Engagement Policy/Plan and Procedures

### PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

A. The Bayside Middle School Campus will jointly develop/revise with parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community on the school's website by November 30, 2022

- This policy was distributed to families of participating children and to the extent practicable, provided in a language the families can understand.
- This policy shall be made available to the local community by including it on The Bayside Middle School Campus web page. If the Title I plan (application) is not satisfactory to the families of participating children, the local educational agency will submit any family comments with the application when the plan is submitted to the state.
- This family engagement policy will be updated annually to meet the changing needs of families and the school.

- A. Convene an annual meeting, at a convenient time, to which all families of participating children shall be invited and encouraged to attend, to inform families of their school's participation under this part and to explain the requirements of this part, and the right of the families to be involved.
- All families of participating children shall be invited and encouraged to attend, to inform families of their school's participation in Title I and to explain the requirements of Title I, and the right of the families to be involved.
  - Title I information is made available during math and literacy Family Engagement meetings. A schedule of this year's meetings can be found in Appendix B.
- B. Offer flexible meetings, such as meetings in the morning or evening, and provide, with funds provided under this part, transportation, childcare, or home visits, as such services related to Parent and Family Engagement.
- Title I Family Nights are available throughout the year (Appendix B).
  - Envision Lead Grow after school programs hosted by Communities in Schools.

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- C. Involve families, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116.
- Families should receive timely information about Title I programs.
  - A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.
  - If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
  - If the school wide program is not satisfactory to the parents of participating children, submit any parent comments on the policy when the school makes the policy available to the local educational agency. (If applicable)
  - Family representatives on the Family Review Committee.
- D. Implement an effective means of outreach to parents of English learners, in a language the parents can understand, to inform them regarding how they can—
- be involved in the education of their children; and
  - be active participants in assisting their children to—
    - attain English proficiency;
    - achieve high levels within a well-rounded education; and
    - meet the challenging State academic standards expected of all students
  - Translators are present at meetings throughout the year and made available as requested.
  - Make a request for any school documents to be translated in their own language.
- E. Provide parents of participating children—
- Timely information about programs under this section.
  - A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:
    - Home visits
    - Synergy/ParentVue
    - Parent Portal
    - Alert Now
    - Principal's Newsletter
    - School website

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- F. If the schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the district.
- If requested by families, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

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## PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

### Part 2. SCHOOL-PARENT COMPACT

The Bayside Middle School Campus and the parents of the students participating in activities, services, and programs funded by Title I, Part A, of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the school staff, and students will share the responsibility for improved student academic achievement. Also, how 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 in effect during the 2022-23 school year.

#### School Responsibilities

- 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:
- Build a positive, caring relationship with every student
- Participate in on-going professional development
- Provide high quality curriculum and instruction including appropriate interventions, remediation, and enrichment
- Ensure students understand what is to be learned from an assignment
- Provide instruction in a supportive and safe environment conducive to learning
- Establish and maintain effective communications with parents and guardians.
- Create a literature rich environment through implemented reading and writing strategies in all content, P.E., and Elective areas
- Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, conferences will be held with administrators, instructional staff, specialists, parents, and will be scheduled on an as needed basis.
- Provide parents with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
  - Parent Portal
  - Quarterly Progress Reports on October 10, 2022, December 19, 2022, March 8, 2023, and May 18, 2023.
  - Quarterly Report Cards on November 9, 2022, February 3, 2023, April 7, 2023, and June 23, 2023.

#### Parent/Teacher Conferences

- Instructional staff will schedule and conduct parent-teacher conferences/meetings and be available to meet with parents/guardians as needed.
- Standardized Assessment Results as made available.
- Descriptive Feedback (on student work).
- Our staff will be available to meet with parents/guardians when requested in a timely manner.
- Our staff will be available through email and phone calls. All attempts will be made to make contact within 24 hours.



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Parent Responsibilities: We, as parents, will support our children’s learning in the following ways:

- Play an active role in your child’s education by expressing high expectations
- Review and discuss the importance of the VBCPS Code of Conduct
- Focus on Bayside Middle’s Four Keys to Success in your home: Respect, Responsibility, Learning and Believing.
- Read every day with your child and monitor homework assignments
- Check your students’ book bags daily and sign and return requested paperwork
- Register for and monitor Parent Portal
- Monitor your child’s attendance and tardiness
- Ensure that schoolwork and homework have top priority
- Provide the school with up-to-date contact information
- Participate in school family engagement activities as often as possible and volunteer within the school if possible
- Request parent-teacher conferences when needed
- Communicate with school administration and teachers when requested

Student Responsibilities:

- Understand and follow The Bayside Middle School Student Pledge

**I will be the best student I can be, today and every day, by:**

*Respecting myself and others,*

*Taking responsibility for my actions,*

*Learning as much as I can, and*

*Believing in myself.*

*When I am being the best person I can be,*

*I begin to open the door to all my dreams and my future destiny.*

**PLEASE SIGN AND RETURN THE ENTIRE FORM TO YOUR STUDENT’S HOMEROOM TEACHER.**

By reading the Bayside Middle Family Engagement Policy on the Bayside Middle Home page, and signing below, we agree to share the responsibility of improving student academic achievement.

Student Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_

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## BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

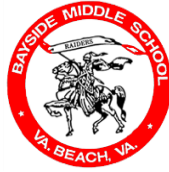
To ensure effective involvement of families and to support a partnership among the school involved, families, and the community to improve student academic achievement, **each school and district must:**

- Assist families in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.
  - Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievement. Specifically, conferences will be held with administrators, instructional staff, specialists, parents, and will be scheduled on an as needed basis.
- Provide families with frequent reports on their children's progress. Specifically, the school will provide reports as follows:
  - Parent Portal
  - Quarterly Progress Reports on October 10, 2022, December 19, 2022, March 8, 2023, and May 18, 2023.
  - Quarterly Report Cards on November 9, 2022, February 3, 2023, April 7, 2023, and June 23, 2023.
- Provide materials and training to help families to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).
  - Materials as well as opportunities to learn both math and literacy strategies as well as the use of technology will be made available to families during meetings as well as upon request.
- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of families and their communities to increase academic achievement.
  - Staff will participate in professional development opportunities throughout the school year.
- Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.
  - Community in Schools Partnership
  - Public Library
  - Parent Connect

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Ensure that information related to school and parent programs, meetings, and other activities is sent to the families of participating children in a format and, to the extent practicable, in a language the families can understand.

- Establish and maintain effective communications with families.
  - Parent Portal
  - School Website
  - Parent Vue
  - AlertNow
  - Principal Newsletter

## The following are allowable activities:

- 1) May involve families in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
  - Family Review Committee
- 2) May provide necessary literacy training from funds received under this part if the district has exhausted all other reasonably available sources of funding for such training.
  - Literacy Nights are held each year, and families are provided materials and literacy strategies
  - Math Nights are held each year, and families are provided materials and math strategies.
- 3) May pay reasonable and necessary expenses associated with local Parent and Family Engagement activities including transportation and childcare costs, to enable families to participate in school-related meetings and training sessions.
  - Provide transportation for Title I Field Trips.
  - Provide transportation to district's College Night event
- 4) May train parents to enhance the involvement of other parents.
  - Family Review Committee
  - School PTA
- 5) May arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, to maximize Parent and Family Engagement and participation.
  - Provide conferences and meetings on an as needed basis.
- 6) May adopt and implement model approaches to improving Parent and Family Engagement.
  - Review Plan for Continuous Improvement to refine elements within Parent and Family Engagement.
- 7) May establish a district parent advisory council to provide advice on all matters related to Parent and Family Engagement in programs supported under this section.
  - School planning council established, and meetings are held each school year.



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- 8) May develop appropriate roles for community-based organizations and businesses in Parent and Family Engagement activities.
- Family Engagement Liaison and other staff participate in community outreach in order to gain support from local businesses and organizations.

## PART III-ACCESSIBILITY REQUIREMENTS

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

- Translators are available.
- All VBCPS school websites, including the Bayside Middle School website, have a drop-down translation menu with 10 different languages.

PART IV-ADOPTION – This Bayside Middle School Campus Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program, as evidenced by meeting minutes.

The Parent and Family Engagement Policy/Procedures were developed/revised by Bayside Middle School Campus on 09/30/2022 and will be in effect for the period of 2022-2023. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before 11/30/2022.

Signature of Title I Authorized Representative  
Camille Harmon  
Marikaye Travis

Date: 10/24/2022



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## Appendix A

### Name of Parents, Students, and Staff Involved in the Policy Development Process:

#### Community Members –

Laura Gamache

#### Parents -

Katharine Gamache

Heidi Humpf

#### Employees –

Tangela Clayton

Caitlin DeVoll

Katie Fessel

Greg Foley

Parker Goettsch

Brian Gravely

Camille Harmon

Christopher Kiernan

Kimberly Meyer

Damaris Sanabria

Nicole Sheffield

Sarah Sicinski

Alexandra Stephenson

Matthew Tracy

Marikaye Travis

Jennifer Warren



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## Appendix B

Below is a schedule of this year's meetings and events that will take place virtually and at Bayside Middle School:

<b>Event Title</b>	<b>Event Date(s)</b>
On the Same Page: Literacy and ESL Family Night	11-14-22
STEM Event	12-13-22
Literacy Leads the Way	2-7-23
Pi Day	3-14-23