



Cartersville Middle School 2025-2026 School Parent and Family Engagement Policy (PFEP)

Revised June 18, 2025

What is Family Engagement?

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

Systemic Family Engagement helps to ensure:

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

About the Parent and Family Engagement Policy

In support of strengthening student academic achievement, Cartersville Middle School (CMS) receives Title I, Part A funds. Therefore, CMS must jointly develop, agree on, and distribute to parents and family members of participating children a written parent and Family Engagement Policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

Cartersville Middle School agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and

uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.

- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, the school district will submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

JOINTLY DEVELOPED

Cartersville Middle School will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs. This will include opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Strengthening Our Schools

Our plan is to continue supporting the significant improvements to our strategies implemented for the 2025-2026 school year. We will continue maintain our school social worker. We will continue to support our "Wrap Team" to ensure there are dedicated meetings and lines of communication among all student support positions. The CMS Wrap Team includes the following members: building admin, School Social Workers, Counselors, Student Support Specialists and Teacher Support Specialists. Our District Level Support Team (DLST), led by the Coordinator of Family & Parent Engagement, will provide assistance and support to all local school improvement teams in our Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the DLST to help them improve and strengthen family engagement.

Reservation of Funds

The CCS allocates the required one percent of the total Title I budget for Family Engagement as part of the consolidated budget for each Title I school. These funds are divided up among all Title I schools. Each Title I school will host an annual School Improvement Forum in November for parents to provide suggestions on how these family engagement funds will be used in the upcoming year at the school level. Comment cards and minutes from these meetings will be reviewed to determine areas of need for the upcoming school year and consider changes to the family engagement budget.

Opportunities for Meaningful Parent Consultation

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

State of the District Meeting- June 2026

All parents are welcome to hear the latest updates from the Cartersville City School District as well as review and provide input into the District Parent and Family Engagement Policy and the Comprehensive LEA Improvement Plan for the 2026-27 school year. Notices regarding this meeting will be provided through the district's automated phone messaging to all parents in advance of the meeting. The district will also communicate information regarding this meeting on the school district website and the Title I School's website.

School Improvement Forums- November 2025

During this week, each Title I school will host a forum for parents and family members to participate in roundtable discussions to review the school-wide plan, the school's parent and family engagement policies, as well as provide input on the family engagement budget and programs. Each Title I school will send invitations (paper & electronic) home to parents notifying them about the date and time of the forum. All communications are translated to accommodate our non-English-speaking stakeholders. Information regarding the School Improvement Forum will also be made available on the district and school websites.

Parent input on the use of Title I funds to support family engagement programs may also be provided through the annual family engagement survey. The survey will contain questions related to the family engagement budget as well as other questions to improve the CCS's overall Family Engagement Program and is available on our district website.

ANNUAL TITLE I PRESENTATION

Cartersville Middle School will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents to attend as to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

Cartersville Middle school will hold an Annual Title 1 Presentation in October 2025. This information will be accessible through the school website. Information regarding this meeting will be distributed to parents through the form of take-home flyers, social media posts, phone calls, and school sign.

SCHOOL-PARENT COMPACT

Cartersville Middle School outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

Teachers, students, and parents are given different opportunities to participate in the revision of the compact. Meetings are held each year to review the compact and make changes based on student need. There will be Parent Open Discussion Meetings held in March. Parents are also welcome to make suggestions for changes to the compact any time throughout the year. The Family Engagement Coordinator will visit at least one class per grade level in May and will provide any necessary feedback to the school administration. Any necessary revisions will be made following the sharing of this document at a School Governance Council for gathering student input.

COMMUNICATIONS

Cartersville Middle School will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning, evening, or virtual meetings, and may provide families with Title I funds for transportation or child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, will be sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

Cartersville Middle School will provide information about school activities through monthly newsletters, the school website, Blackboard Messenger, the school marquee, and invitations sent home with students. When possible, information is provided in English and Spanish. Interpreters are available to assist when needed in parent programs and conferences.

Building Capacity

Cartersville Middle School will build the schools' and parents' capacity for strong family engagement to ensure effective involvement of parents and family members and to support a partnership among the Title I schools, parents, and the community to improve student academic achievement through the following districtwide activities and programs.

PARENTS

Cartersville Middle School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
 - The challenging State's academic standards
 - The State and local academic assessments including alternate assessments
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child

- Cartersville Middle School will utilize online resources to provide parents with handouts concerning great educational websites to provide extra assistance with helping their children reach high academic goals.
- The Family Engagement Coordinator has provided an online version of the Home & School Connection Newsletter in English and Spanish. These can be located on the CMS website.
- In the spring, CMS will host transitional meetings where parents will receive information to help prepare parents, and students for the next grade level and/or school building. These types of resources and meetings will continue to be provided to families throughout the school year.

SCHOOL STAFF

Cartersville Middle School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents. The training will concentrate on how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

- Utilizing the Technology Specialist to implement training on effective communication with parents.
- Providing training on how to access resources for interpretation and translation assistance in providing communication in a family member's understandable language. Staff can request multiple support resources: video remote interpreter, an on-site interpreter, telephone interpretation, and document translations.

Parent and Family Engagement Evaluation

Each year, Cartersville Middle School will evaluate the content and effectiveness of this parent and family engagement policy and the family engagement activities to improve the academic quality of the Title I schools through an annual parent survey and School Improvement Forums.

During the Spring Semester, each Title I school will send home a survey and email a link to the survey for parents to provide feedback regarding the parent and family engagement activities and programs. These surveys 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 Improvement Forum to facilitate group discussions to discuss the needs of children to design strategies for more effective family engagement.

Cartersville Middle School will use the findings from the school forums and the survey results to design strategies to improve effective family engagement, remove possible barriers to parent participation, and revise its parent and family engagement policy.

Accessibility

In carrying out the parent and family engagement requirements established by Section 1116 of the ESSA, a DLST designee will communicate and collaborate with the District ESOL Coordinator, Social Workers, and Director of Exceptional Services to ensure full opportunities for participation of parents with limited English proficiency, parents of students with disabilities, and parents of migratory children including providing information and school reports in a language parents can understand.

Mark Your Calendars

Title 1 Meeting

October 2025

Annual Parent Survey & School Improvement Forums

November 2025

State of the District Meeting

June 2026

Adoption

This Cartersville Middle School parent and family engagement policy has been developed jointly and agreed upon with parents and family members of children at each Title I school, as evidenced by the collaboration of parents, school, and district personnel at the annual State of the District meeting as well as other meetings throughout the year.

This policy was adopted by the Cartersville Middle School on June 18, 2025 and will be in effect for the 2025-2026 academic year. The school district will distribute this policy in multiple ways to all parents of Title I, Part A children on or before August 29, 2025.

Christy Gollhofer
Parent & Family Engagement Coordinator
Cartersville Middle School
cgollhofer@cartersvilleschools.org