

# Highland Park Middle School

## 2025-26 Family Engagement Plan

The Family Engagement Plan (FEP) is organized into four impact areas. We will be working together this year to build positive and goal-oriented relationships in each area. Families and staff at school developed this plan together.

<b>Welcoming Environment</b>	
<b>Our school has staff member(s) available for families to discuss this plan and ask questions</b>	<ul style="list-style-type: none"><li>• Principal: Hibaq Mohamed 651-293-8950</li><li>• Assistant Principal: Jimmy Nyembwe 651-744-6084</li><li>• Assistant Principal: Lois Pantoja 651-744-2432</li><li>• School Counselors:<ul style="list-style-type: none"><li>Nou Katzmarek 651-744-3400</li><li>Elisabeth Mulvaney 651-744-3399</li><li>Danielle Seifert 651-744-7582</li></ul></li></ul>
<b>Our school communicates with families in many ways.</b>	<ul style="list-style-type: none"><li>• Families at HPMS are sent a weekly e-mailed &amp; texted bulletin called the Scots' Scoop that is also translated in multiple languages via the online service Smore. The Scot's Scoop explains events and announcements that are happening around the building, e.g: new information, celebrations, Flipside, athletics, family information, teacher requests, volunteer opportunities, Family Engagement meetings and opportunities, SCIP, events, &amp; old yet relevant news.</li><li>• Families can monitor student grades and attendance through Schoology and the parent Campus portal. All 5th grade families are encouraged to register and can be trained in Schoology at 6th grade registration (Spring of each year).</li><li>• Teachers stay connected with families through Schoology, phone, e-mail, Parent Portal (Campus), Google messaging, and conferences.</li><li>• All school events are announced through Mass Notification emails, text, and at times phone calls, along with the Scots' Scoop family weekly newsletter (via Smore). All Mass Notifications and Smore communications are translatable via the Smore newsletter service that Highland Park Middle School and SPPS uses.</li><li>• Our school website is updated with important information on a regular basis. We encourage families to visit it often at <a href="http://highlandms.spps.org">http://highlandms.spps.org</a></li><li>• When families call, email or send a note, we do our best to respond within 24 hours.</li><li>• Family Community Connection (FCC) meetings are held</li></ul>

	<p>monthly in the evenings or mornings, with both in person and virtual meetings. Meetings address community building, principal updates, upcoming events and an educational topics such as: Adolescence, Self-Esteem, MYP/Grading Policy, Personalized Learning (iPads), utilizing Schoology and Transitioning to High School. FCC meetings also address stakeholder input on the Family Engagement Plan, the family-school Compact, Title 1, and other topics where input of families is needed. Presentations are uploaded (linked in) on the school website and in the weekly family newsletter (under Family Engagement section).</p> <ul style="list-style-type: none"> <li>• Office staff are available during school hours to answer questions.</li> <li>• HPMS will host informational and celebratory/recognition events for our families throughout the year. They include: Title 1, Latinx Night, Incoming 6<sup>th</sup> grade registration, incoming 6<sup>th</sup> grade Meet and Greet, FCC (Family Community Connection), Orientation, Open House, Sports information nights, Honor Roll &amp; Rising Stars Celebration, NAAPID (National African American Parent Involvement Day), 6<sup>th</sup> grade Academic Showcase, Recognition Evening, History Day, Spelling Bee, Science Fair or Design Showcase, Arts Showcase, Conferences, and Junior Honor Society recognition.</li> <li>• WEB (Where Everyone Belongs, 8th grade student leaders) will meet and greet, hand out fliers and be available to answer questions at all school events. *Interpreters will be available as needed.</li> <li>• Agendas and Sign-ins will be kept for each event.</li> <li>• Weekly electronic announcements keep families informed (Scots Scoop).</li> </ul>
<p><b>The achievement gap, or rather the “opportunity gap,” between students of color and white students in Saint Paul Public Schools is unacceptable. Our school is working to change practices and systems by identifying the barriers that make it harder for students of color to succeed and for their families to support their learning.</b></p>	<ul style="list-style-type: none"> <li>• Staff will continue to attend SPPS Racial Diversity/Equity Series professional development.</li> <li>• Staff will continue to learn the most effective ways to integrate personalized learning into the daily routine of their students’ classroom experiences. <ul style="list-style-type: none"> <li>• Culturally relevant instruction is a focus for teachers at HPMS: rigor, relevance, realness and responsiveness.</li> </ul> </li> <li>• Data teams report out specific strategies used to improve scores of all student achievement levels.</li> <li>• With the school-wide data coach, PLCs &amp; teams will look at student work through the lens of equity and application of meaningful data. Teams will utilize data frequently to drive instruction and relevancy for students.</li> <li>• Discipline plans that are specific to student needs to</li> </ul>

	<p>cultivate strategies and positive student outcomes, behaviorally, social-emotionally and academically.</p> <ul style="list-style-type: none"> <li>• Admin and Behavior Intervention Specialists follow the district's <a href="#">Student Rights &amp; Responsibilities handbook</a>.</li> </ul>
<p><b>Transitions between schools can be challenging, and we work to help families as their children start and leave our school.</b></p>	<p><b>For new students and families, we support the transition by:</b></p> <ul style="list-style-type: none"> <li>• HPMS offers several one-hour group tours for families and students in December, January and February</li> <li>• Showcase night</li> <li>• Registration night and Meet &amp; Greet in April for our incoming 6<sup>th</sup> graders and their families</li> <li>• Full-day Orientation in August a week before school begins, with presentations/information made available to all families via links to those in the family newsletter</li> <li>• Parent Orientation meeting and a Parent Information Night re: MYP/Rubrics/Grading Policy/Parent Portal in September, as well as monthly FCC meetings</li> <li>• Open House.</li> </ul> <p><b>For students and families moving to the next school in their pathway, we support the transition by:</b></p> <ul style="list-style-type: none"> <li>• Shadowing opportunities available at the High Schools for prospective 9<sup>th</sup> graders/current 8<sup>th</sup> graders</li> <li>• Counselors available to answer questions regarding the transition to high school</li> <li>• HPMS and HPSHS providing opportunities for students and families to become familiar and comfortable with the Senior High via a variety of academic events</li> <li>• Parents being informed of the opportunities available to students to participate in high school level events and classes when appropriate.</li> </ul>

## Family Partnerships

<p><b>Our school-parent compact establishes the shared responsibility for student success between the school, families, and students. Families and teachers work together to develop the compact.</b></p>	<ul style="list-style-type: none"><li>• Copies of the compact are available at all school events and on our website.</li><li>• The compact is updated: In Fall and Spring of each year with stakeholder input for the updates needed.</li></ul>
<p><b>There are many opportunities for families to build connections to the school and to each other.</b></p>	<ul style="list-style-type: none"><li>• Title I Annual Meeting was on April 21 at 6pm (virtual) in spring of 2025, and will be held in the Fall of 2025 for the 2025-2026 school year.<ul style="list-style-type: none"><li>• Meet &amp; Greet for incoming 6<sup>th</sup> graders, FCC, 6<sup>th</sup> grade orientation, Family Information night, Open House, Sports information nights, Honor Roll &amp; Rising Stars, NAAPID, 6<sup>th</sup> grade Academic Showcase, Junior Honor Society Recognition Evening, History Day, Spelling Bee, and Conferences, Arts Showcase.</li></ul></li><li>• HPMS provides opportunities for families to volunteer throughout the year via the Scoop family newsletter.</li></ul>
<p><b>We work to make these meetings and events available for every family in the school.</b></p>	<ul style="list-style-type: none"><li>• Interpreters are provided for all school events as needed.<ul style="list-style-type: none"><li>• A light snack will be provided at most school events.</li></ul></li><li>• Transportation is provided to school meetings and events for families needing transportation service.</li><li>• Families without internet capabilities will be given the option to receive paper copies of our electronic communications.</li><li>• Interpreters will provide translations of paper materials as needed.</li><li>• HPMS will use Mass Notification for text, email, &amp; phone communications with families, as needed.</li></ul>
<p><b>Our school supports families as advocates and provides opportunities for parent leadership</b></p>	<ul style="list-style-type: none"><li>• If a parent has a concern about a child's learning, they are encouraged to contact their child's teacher or counselor via phone, email, or in person.</li><li>• All parents are invited to join our school improvement team, volunteer for a variety of events and attend our FCC meetings.</li><li>• Parent leader(s) will support our FCC and volunteer opportunities.</li><li>• Our FCC will have space on the Scoop and will report regularly.</li><li>• School administrative team continually encourages feedback from families.</li><li>• A parent survey will be sent to the families at the end of the school year</li><li>• We provide transportation and child care at parent meetings. Please contact the main office at (651) 293- 8950 if either of those services are needed.</li></ul>

## Teaching and Learning

<p><b>Our school shares information about state standards, assessment and student achievement with families in multiple ways</b></p>	<ul style="list-style-type: none"> <li>• Report cards and progress reports will be distributed eight times a year via Parent Portal.</li> <li>• Student-led conferences are held in the fall, winter and spring.</li> <li>• HPMS teaches families awareness and understanding of Parent Portal and Schoology.</li> <li>• School administrative team continually informs families about student achievement at all school events.</li> <li>• Student achievement is incorporated at all school events: Meet &amp; Greet, FCC –where meetings are held to discuss topics such as: Adolescence, MYP/Grading Policy and Transitioning to High School, Orientation, Family Information night, Open House, Sports information nights, NAAPID, 6<sup>th</sup> grade Academic Showcase, Recognition Evening, History Day, Spelling Bee, Science Fair or Design showcase, Model UN and Conferences, and Arts nights.</li> </ul>
<p><b>Our school will engage families in Personalized Learning as a key strategy to accelerate student achievement, as these changes come to our school</b></p>	<ul style="list-style-type: none"> <li>• All students are issued an iPad for the school year.</li> <li>• Professional Development opportunities related to iPad use in the classroom are provided for staff on an as-needed basis. Support in utilizing Schoology will be offered to parents at all open houses and Student-led conferences.</li> <li>• Our Technology Specialist is available to families to assist with questions during office hours of 8:30am-3:30pm.</li> <li>• Students will facilitate family learning regarding technology in the classroom.</li> <li>• Students utilize Schoology for assignments and learning on a regular basis in their classes. Parents can access their students' Schoology lessons, assignments, grades, and comments in Schoology through the parent portal.</li> </ul>
<p><b>Many before and after school enrichment and support opportunities are available for students</b></p>	<ul style="list-style-type: none"> <li>• Our Flipside program offers several after school enrichment programs including academic, athletic, arts, and extension options.</li> </ul>
<p><b>Multiple layers of student support.</b></p>	<ul style="list-style-type: none"> <li>•Academic support in classes with teaching and support staff.</li> <li>•Academic support with the intervention specialist.</li> <li>•Passing/non-passing reports pulled mid-quarter and quarterly to monitor who is in need of academic support and connecting students with those supports</li> <li>•Student Assistance Team interventions and supports</li> <li>•Behavior intervention specialists work with students on behaviors, strategies, and interventions to help students</li> </ul>

	succeed academically and at school.
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<b>Community Partnerships</b>	
<p><b>Our school develops community partnerships to provide additional support for students and their families</b></p>	<ul style="list-style-type: none"> <li>• HPMS offers support to our students through various community student and family counseling services, as well as other community based organizations (CBOs) in the Twin Cities area.</li> <li>• <a href="#">Health Start Clinic</a></li> <li>• <a href="#">Phillips Eye Institute</a> (vision screening)</li> <li>• <a href="#">School Based Therapists</a> (referrals through school counselors/social workers)</li> <li>• <a href="#">Hope For Tomorrow</a></li> <li>• <a href="#">Breakthrough Twin Cities</a></li> <li>• <a href="#">Everymeal- sign up for HPMS</a></li> <li>• <a href="#">SPPS Family and Community Resource Guide</a></li> </ul>

This plan is available as part of our school’s SCIP, or School Continuous Improvement Plan at [this link](#), is on our school website at <http://highlandms.spps.org>, and printed copies are available in the office.