

Bright Field Middle School Parent and Family Engagement Plan 2025-2026

1. The Parent and Family Engagement Program at BFMS, developed by staff and parents, includes programs and practices that enhance parent and family engagement and reflects the specific needs of BFMS students and their families.
2. The Parent and Family Engagement Plan is comprehensive, coordinated and inclusive. Parent and family engagement roles are varied.

STANDARD 1: COMMUNICATION

Goal: Communication between home and school is regular, two-way, and meaningful. To conduct effective communication from school to home and from home to school about school programs and children's progress BFMS shall:

- Prepare Informational Packets to be sent home at the beginning of each school year to include:
 - BFMS's parent involvement plan
 - Recommended role of the parent, student, teacher, and school.
 - Ways for parents to become involved in his/her child's education. (PTO, Volunteers, Book Fair, Aviator Games, Mentorship, etc)
 - Survey regarding parent's interests concerning volunteering at school.
 - Events planned throughout the year to encourage parent involvement.
 - A system to allow parents and teachers to communicate in a regular, two-way, and meaningful manner with the child's teacher and school principal. (email, phone, weekly newsletter)
- To encourage communication with parents, BFMS will schedule no less than two parent-teacher conferences per school year.
- Plan and engage in other activities determined to be beneficial to encourage communication with parents such as:
 - Provide clear information about tests, homework, report cards, and how grades are earned.
 - Email links to both the School Newsletter and Class Newsletters
 - Notify families of students receiving an award or recognition.
 - Notify families regarding student academic or behavior concerns as well as positive feedback regarding these areas.
 - Develop, foster, and promote a responsive open-door policy.
 - Promote informal activities at which parents, staff, and community may interact.
 - Disseminate information clearly and specifically by using language that is understandable to all parents in a multi-method approach (newsletter, social media, report cards, grading programs)
 - Translate communications to assist non-English speaking parents as much as is feasible.
 - Provide parenting information and tips via Instagram, Facebook, school and district's webpage.

STANDARD 2: PARENTING

Goal: Parents will play an integral role in assisting student achievement. To help parents in assisting and participating in their child's education, BFMS and/or the district shall:

1. Purchase parenting books, magazines, and other informative material regarding responsible parenting through the school library, advertise the current selection (via newsletter), and give parents an opportunity to borrow the materials for review through checkout in the library.
2. Creation of a parent center
3. Plan and engage in other activities determined by the school to be beneficial to promoting and supporting responsible parenting and assist in his or her child's learning, such as:
 - a. Newsletters sent home by both team/classroom and school
 - b. School website links to resources (educational and parenting)
 - c. Provide families with information on child and adolescent development through the school's newsletter
 - d. Communicate with parents in an ongoing manner, using diverse methods all of which reflect a respect for parental and cultural differences.
 - e. Provide parenting workshops to enhance parenting skills when requested by parents.

STANDARD 3: STUDENT LEARNING

Goal: Parents will play an integral role in assisting student achievement.

To help parents in assisting students, BFMS, and/or the district shall:

1. Schedule regular Parent Involvement Meetings where parents are given a report on the state of the student and an overview of:
 - What students will be learning; inform them of student expectations in each subject at each grade level and provide information regarding how parents can foster learning at home, give appropriate assistance, monitor homework, and give feedback to teachers (teachers/principal sessions).
 - How students will be assessed; assign regular interactive homework that will require students to discuss and interact with their parents about what they are learning in class, and create an understanding of the standardized testing process and how parents can assist with preparation at home
 - What parents should expect from their child's education; distribute information to assist parents in understanding how students can improve skills, get help when needed, meet class expectations, and perform well on assessments. (newsletters throughout the year)
 - How parents can assist and make a difference in his/her child's education (teacher and school newsletters throughout the year)
 - Provide information on how to assist students with skills that need improvement (teacher and school newsletters throughout the year)
 - Encourage student responsibility (Positive Behavior Interventions & Support and our BFMS Core Values)
 - Provide high quality instruction linked to Common Core Standards
 - Provide alternative methods for diverse learners (differentiated instruction)
2. Provide instruction to parents on incorporating developmentally appropriate learning activities the home, including without limitation:
 - Use of and access to ADE website tools for parents
 - Assistance with nutritional meal planning and preparation.
 - Other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the ADE.
3. Engage in other activities determined by the school to help a parent assist in her/his child's learning.

STANDARD 4: VOLUNTEERING

Goal: Parents are welcome in the school and their support and assistance is sought. To organize volunteers to support and assist, BFMS shall:

- Have policies and procedures that encourage parents to visit school, specifically including:
 - Written procedures allowing parents to visit their child's classroom during school events (handbook)
 - Ensure that office staff greetings and signs near the entrances and any other interaction with the parents creates a climate in which parents feel valued and welcome (handbook)
- Encourage staff to use the volunteer surveys to compile a volunteer resource book listing the interests and availability of volunteers so that school staff may:
 - Determine how frequently a volunteer would like to participate, including the option of just one time per year
 - Include options for those who are available to help at home
 - Use the resource book to help match school needs with volunteer interests
- Engage in other activities determined by the school to welcome parents in the school, such as:
 - Tutoring, Book Fair, Beautification, Hospitality, Library Helper, assist at parties.
 - Plan a program in the spring to recognize volunteers
 - Provide training when needed for parents to become effective volunteers
 - Provide a welcoming, friendly atmosphere that encourages volunteerism

STANDARD 5: SCHOOL DECISION MAKING AND ADVOCACY

Goal: Recognize that a parent is a full partner in the decisions that affect his/ her child and family. To encourage parents to participate as full partners in the decisions that affect their children, BFMS shall:

1. Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions.
2. Engage in other activities that the school determines will encourage parents to participate as full partners in the decisions that affect their children and family
3. Formation of PTO (Parent Teacher Organization) to identify and respond to issues of interest to parents
4. Formation of a Parent Advisory Board
5. Provide parents with current information regarding school policies, practices, and both student and school performance data (newsletter)

STANDARD 6: COLLABORATING WITH THE COMMUNITY

Goal: To recognize that community resources strengthen school programs, family practices, and student learning. To take advantage of community resources, BFMS shall:

- Utilize business and community resources for school supplies and clothing for needy students.
- Bright Futures, Sharing and Caring, Snack Pack program, BFMS Gives Back,
- Enable the formation of a Parent Teacher Organization that will foster parental and community involvement within the school.
- Leaders of this organization shall be utilized in appropriate decisions affecting the children and families.

- Engage in activities that the school determines will use community resources to strengthen school programs, family practices, and student learning

BFMS schedules regular Parent and Family Engagement meetings, such as:

- Open House/Meet the Teacher – August 2025
- Parent Teacher Conferences – September/October 2025
- Empower Me Parent Meeting – October 2025
- Signs of Suicide Parent Meeting –October/November 2025
- Aviator Games Academic Night – October/November 2025
- Parent Teacher Conferences – March 2026
- Advance Courses Parent Night – April 2026
- What’s Next Night – May 2026
- PTO Meetings are held on the 3rd Wednesday of each month at 12:00 p.m.

At these meetings, parents receive a report of the state of the school, building test results, curriculum expectations and standards, how students will be assessed, and/or information regarding how they can help their child achieve academically.

BFMS Parent and Family Engagement Committee members include four of our parents and our staff leadership team. The parents are Brenna McElfresh, Kendra Judkins, Aubrey Emerson, and Deanna Oxner. The staff include Brenda Kyle, Jennifer Burgess, Stacey Morgan, and Jon Anderson.

The Parent and Family Engagement Coordinator:

- Supports the evaluation of the Parent and Family Engagement Program
- Documents parental participation at school-wide events
- Ensures that parental participation is recognized.
- Parent volunteers are formally recognized for their contributions to BFMS in the spring.

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