

**Palo Alto Middle School**  
*Parent and Family Engagement Policy*  
**For the 2023-2024 School Year**

At Palo Alto Middle School, we are focused on doing what is best for students in order to create a challenging, positive learning environment where every Patriot grows every day.

**Our Mission is:**

Preparing all students to reach their maximum potential and engaging them through school pride and higher expectations to ensure student success.

**Our Vision is:**

Teaching leaders of tomorrow who are prepared, responsible, and engaged in a way that is characterized by effective communication, school pride, taking care of self and others, while holding each other to high expectations.

**Our Values are:**

Positive and Supportive Relationships  
Open and Clear Communication  
Solution Driven  
Acknowledging Diversity  
Teamwork

A thriving education is at its best when there is a solid foundation of communication between home and school. Palo Alto Middle School pledges to offer parents and family members various opportunities to be involved. This document outlines a few of those opportunities:

**Communication** At Palo Alto Middle School, we strongly believe that clear communication is the strong foundation for a solid partnership with our parents and family members. We will aim to uphold this vital communication through various means that will include:

- Phone Calls
- Face to Face Conferences
- Fliers and Letters
- Text Messaging
- Campus Website
- Outdoor Campus Marquee
- Email
- Open House
- Social Media Sites (Twitter, Instagram, and Facebook)
- ConnectEd

Parents and family members may contact us through phone calls, notes, letters, emails, and through the Home Access Center. We strongly encourage parents to contact their student's teacher when there is a concern so that we can work together for the good of the student. Written materials will be sent home in both English and Spanish. The Killeen Independent School District has the capabilities of translating documents into over 100 languages. If we need to translate things into another language for any member of our community, please contact the school office, (254) 336-1200. We'll do our best to accommodate you.

**Parent and Family Member Learning** We'll help you understand the challenging Texas academic standards, give you information about STAAR and KISD assessments, explain how to monitor your child's progress, and how to work with teachers as a team to help your student. Other parent nights will offer ways to help your child at home, including how to stay current with new technology. We understand that our parents work, attend school, or have other responsibilities that limit their schedules. To encourage parent involvement, we strive to schedule key meetings and classes at flexible times and dates to include an evening session followed by a morning session the following day. Send suggestions for learning topics to our campus principal. If parents would like to have regular meetings to make suggestions about their child's education, please contact Principal Kernisha Hill at (254) 336-1200.

In the fall, Palo Alto hosts AVID Family Night, ELL & Dyslexia Parent Night where district staff provide activities that make learning a fun experience and gives parents tips on academic activities to do at home. It's a great way to spend time with your child. Please contact us for more information.

**Annual Title I Meeting** Our Annual Title I Meeting is held in September of every school year. This meeting is offered at flexible times and dates that are convenient to parents. All parents and family members are invited to attend. We want everyone to know about Title I and how we use these funds to ensure that students are successful. We'll discuss the Parent and Family Engagement Policy, the Home-School Compact, "Parents Right to Know" and how you can be involved in your child's education. You'll learn about the curriculum we use, academic assessments, and what our latest STAAR scores look like.

**Title I Program Evaluation** Our Title I program is evaluated several times a year by our Site Based Decision Making Committee, which includes multiple parent representatives. SBDM provides input on our Campus Improvement Plan and assists in making decisions about how Title I funds are spent. If you would like to serve on SBDM, please contact Principal Kernisha Hill at (254) 336-1200. We value your opinions and welcome all parents who would like to serve. For parents unable to participate in SBDM, an annual evening meeting is held for the purpose of evaluating the plan and gaining parent input on changes for the upcoming year. Note, if for some reason the CIP is not satisfactory to parents, parent comments about the CIP will be submitted to KISD Special Programs Office.

**Parent and Family Engagement Policy and Home-School Compact** We need your help! We must review our current Parent and Family Engagement Policy and Home-School Compact every spring. Parents and family members are a crucial, required part of this process. We meet to discuss and make any changes to these documents for the next school year. We must have your input. Publicity about this meeting will be available in the Spring Semester. Both documents are posted on our campus website so that parents, family members, and the community have access to them. Our website will allow you to translate any posted information into over 100 different languages. The parent policy is also made available during our Annual Title I Meeting and is included in our Student Handbook. One of your child's teachers will contact you during the first semester to arrange a conference to discuss the Home-School Compact and give you more information about your child's achievement. Parents have the right to participate in decisions relating to their child's education and we value your participation.

**Volunteer Orientation** At the start of every new school year and throughout the year, our volunteer coordinator conducts a volunteer orientation to outline KISD policies. If you would like to volunteer, please contact the front office at (254) 336-1200.

**Staff Awareness** Our campus staff receives training each school year about the value of parent and family member contributions at school. We stress how to reach out to, build ties with, and work with parents as equal partners to make sure that all students are successful in their learning. Our staff is kept up to date on our various parent programs, their role in the implementation and coordination of the programs, and how they can encourage parent and family participation. Staff members are also able to facilitate communication with other staff members that a parent may need to get in contact with.

**KISD Parent and Family Member Classes** KISD offers classes free of charge for English as a Second Language, computers, and GED preparation. Empowered Parents workshops and the Parent Academy are also available. In addition, parents may attend and participate in the KISD Parent Advisory Council. Contact the Special Programs Department for more information at (254) 336-0240.

Palo Alto Middle School serves all members of our community. We will continue to strive to maintain a dynamic learning atmosphere where students can achieve academic excellence and where parents and family members feel welcomed and valued. Please let us know how we can make this a continuing tradition. We appreciate you!

AND STILL WE RISE!