



*Welcome!*

# **FALL ANNUAL TITLE I PARENT MEETING**

MEETING #1A

THURSDAY, AUGUST 29, 2024

5:00PM

MEETING #1B

THURSDAY, SEPTEMBER 5, 2024

9:00AM

# MEET THE AMINISTRATORS

**DAVID KNITTLE**

Principal

**DAVID VALENTINO**

Assistant Principal

**MICHELLE DEAN**

6th Grade Principal

**TBD**

7th Grade Principal

**YOULANDA MARSHALLA**

8th Grade Principal

**KYLENE BOSWELL-JONES**

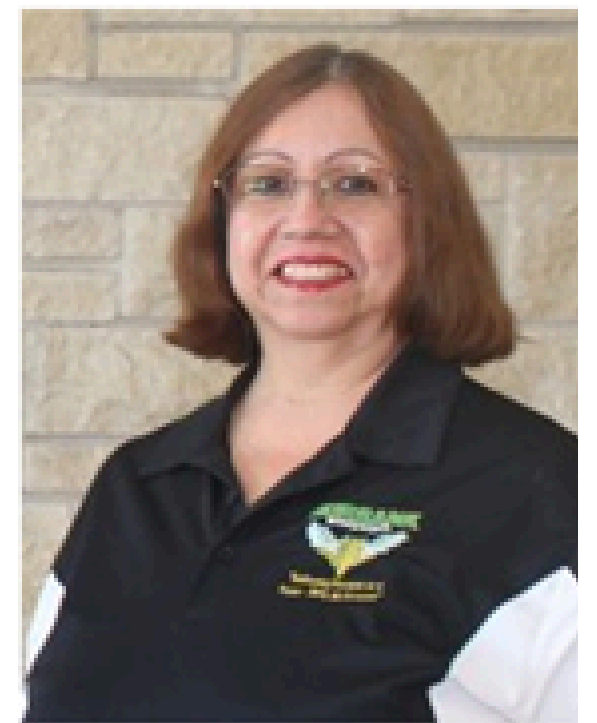
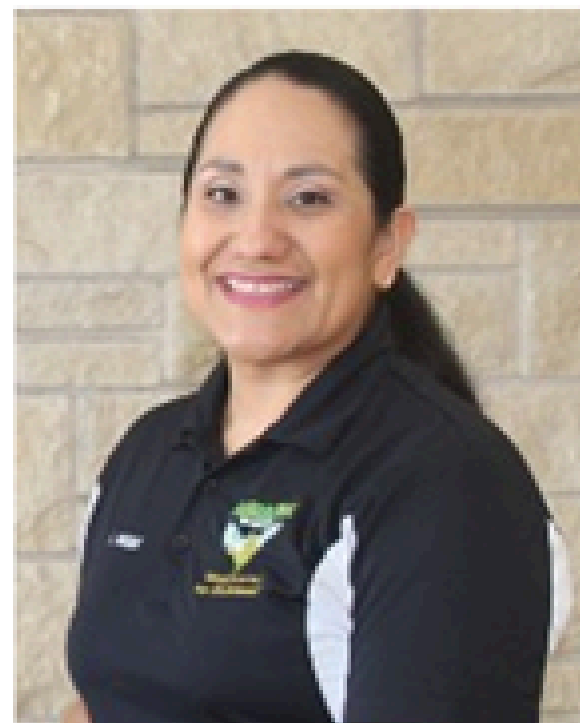
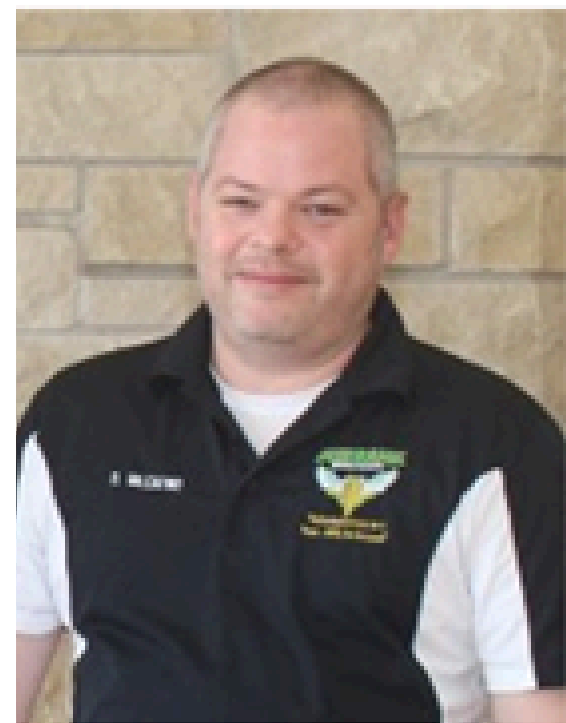
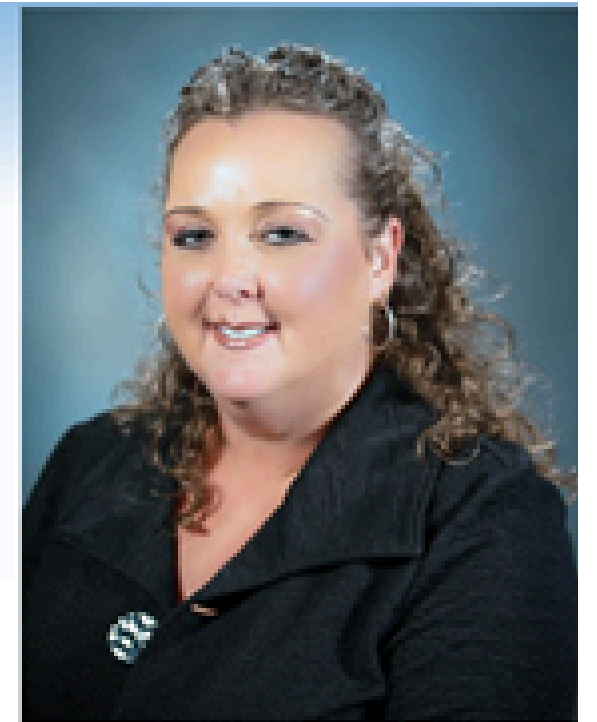
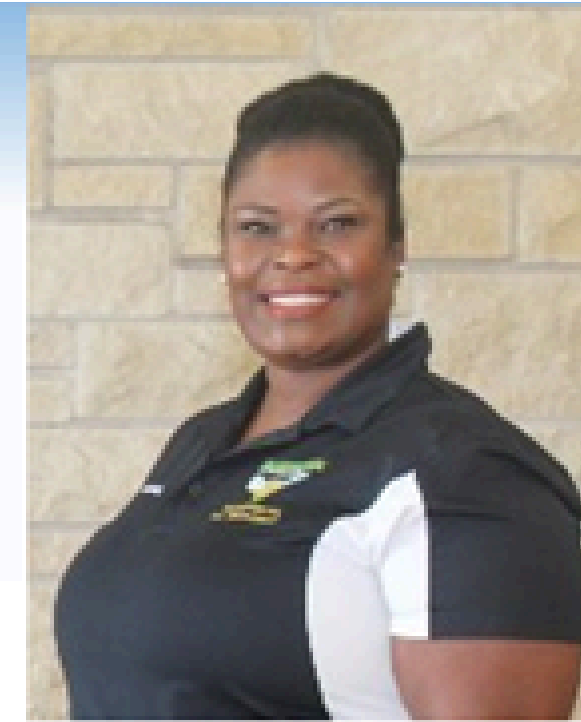
Instructional Coordinator

**AMANDA VASQUEZ**

Magnet Coordinator

**ALMA RUIZ**

Business Manager





# WHAT IS TITLE I?

Title I, Part A is a formula grant program that provides financial assistance to local educational agencies (LEAs) and schools with high numbers or high percentages of children from low-income families. Formula grant programs are noncompetitive awards based on a predetermined formula . Title I is the largest program supporting elementary and secondary education in Every Student Succeeds Act (ESSA) .

Burbank receives funds from the Federal Government to supplement what our district provides. We are able to have more teachers, counselors, and supplies because we have these funds.



# HOW DO SCHOOLS QUALIFY?


Campuses with an economically disadvantaged enrollment percentage of 40%-100% are considered “school-wide” campuses.

Burbank is considered a school-wide Title I campus. All Title I schools, encourage parents to become involved in their school. We need your input so that we can better serve your children.

Parents will be invited to Title I meetings and receive Title I documentation throughout the school year.

# JOIN OUR PTO!

The PTO meets once a month. The first PTO meeting will be on September 5th, following Coffee w/the Principal.



Dear Burbank Parents,

Our *Parent Teacher Organization* (PTO) would like to welcome you to the 2024-2025 school year.

As you know, PTO is a non-profit organization with charitable and educational goals. The purpose of the PTO is to supplement and support the educational experience at Burbank Middle School. As we plan our activities for this new school year, we are asking for a \$5.00 donation from every student. These funds will help us in establishing a starting point for our activities, which primarily include snack sales during lunch and after school.

Please complete and return this letter to school, indicating your donation. You have the option to make an electronic payment using the QR below or send cash in the envelope provided.

Student Name: \_\_\_\_\_ Homeroom Teacher \_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_ Yes, I will donate \$5.00 to Burbank Middle School's PTO for funding of school activities. (Please include your child's name in the message line if paying by Zelle.)

\_\_\_\_ No, I will not donate \$5.00 to Burbank Middle School's PTO for funding of school activities.

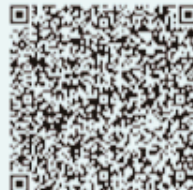
\*PTO will also be available to collect donations at Meet the Teacher Night on Thursday, 8/29/2024.

Parent/Guardian Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Sincerely,  
PTO

Scan in your banking app to pay  
BURBANK MIDDLE PTO

PTOBurbankMS@gmail



zelle



In 2023-2024, PTO paid for:

- Textbooks for free parent class
- Water bottles for Girls Basketball team
- Teacher appreciation luncheons (Nov/Dec/May)
- Teacher appreciation gifts
- 6th grade shirts
- Life Skills ice cream social
- Chromebook fees
- Fieldtrip student fees
- After-school pizza dinners

# **SCHOOL DOCUMENTS**

**Today you are receiving copies of:**

- **School Calendar**
- **Coffee with the Principal flyer**
- **Parent & Family Engagement Policy**
- **Family/School Compact**
- **Become a Volunteer (VIPS) Flyer**
- **Request to G/T test flyer (2nd floor VG Office)**
- **8th Grade DC/NYC meeting flyer (HR teacher)**





# CALENDAR OF EVENTS



## SEPTEMBER



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 No school- Labor Day	3 No school- Staff PD day	4	5 Fall Annual Title I Parent Meeting #105/ Coffee with the Principal 8AM	6 B Day	7
8	9	10 Explore America 5:30PM	11	12	13 A Day	14
15	16 Last day to request G/T Testing	17 BMS vs Long football game 6:30PM- Butler Jr. Stadium	18	19 BMS vs Forest Brook volleyball game 6/7PM	20 B Day	21
22	23	24	25 BMS vs Deady football game 6:30PM- Barnett Jr. Stadium	26 BMS vs Clifton volleyball game 6/7PM	27 A Day Report cards go home	28 GT Testing, Grades 6 & 7
29	30					



## COFFEE WITH THE PRINCIPAL

JOIN US ON THE FIRST THURSDAY OF EACH  
MONTH AT 9:00AM IN THE SCHOOL CAFETERIA.

### Meeting Dates

September 5, 2024

October 10, 2024

November 7, 2024

December 5, 2024

January 9, 2025

February 6, 2025


March 6, 2025

April 3, 2025

May 1, 2025

# Title I Documents

## Parent & Family Engagement Policy



**BURBANK MIDDLE SCHOOL**  
David Knittle, Principal  
315 Berry Rd. | Houston, TX 77022 | (713) 696-2720 - Phone | (713) 696-2723 - Fax

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**Title I Parent and Family Engagement Policy  
2024-2025**

A strong partnership between the school and home is essential if a quality educational program is to be provided to all students. Burbank Middle School is dedicated to the philosophy that parent involvement is integral to the success of each student. For this reason, parents are actively recruited as our partners for success. The policy will be given to parents on or before August 29, 2024.

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

**A. ANNUAL TITLE I MEETING**  
Burbank Middle School will conduct two annual meetings, one in the fall and one in the spring, to inform parents of the school's participation in the Title I program and to explain the requirements of the program and parents' rights. In August, a meeting with the Title I coordinator is held to introduce parents to Burbank Middle School and its School-wide Title I program. Parents are informed of the school conferences, the School-Parent Compact, and the Parent and Family Engagement Policy.

**B. FLEXIBLE NUMBER OF MEETINGS**

- Burbank Middle School will conduct the 4 required Title I parent meetings and will include 4 alternate meeting dates to better serve parents' availability to attend:

Meeting #1A: <u>8/29/2024 at 5:00PM</u>	Meeting #1B: <u>9/5/2024 at 9:00AM</u>
Meeting #2A: <u>11/7/2024 at 9:00AM</u>	Meeting #2B: <u>11/12/2024 at 5:30PM</u>
Meeting #3A: <u>1/9/2025 at 9:00AM</u>	Meeting #3B: <u>1/14/2025 at 5:30PM</u>
Meeting #4A: <u>3/6/2025 at 9:00AM</u>	Meeting #4B: <u>3/18/2025 at 5:30PM</u>


- Parent meetings and teacher conferences can also be held at different times during the day, depending on the teacher's availability.
- Monthly meetings with the Principal (known as Coffee with the Principal)
- Information on meeting dates and how to attend will be posted via our school website and sent to parents via social media (i.e. Remind, Facebook, and Instagram.).

**C. COMMUNICATION**

- Burbank will provide current information via the school website, social media, progress reports, report cards, and the School Messenger call-out system.
- Burbank will provide parents with a description and explanation of the curriculum used, the forms of academic assessment used to measure student progress and proficiency levels, and levels students are expected to meet in the form of the STAAR, Benchmark scores, and District Assessments.
- Burbank will aid in understanding the state's academic content standards, the state student achievement standards, and the local assessments using teachers, individual guidance counselors, technology, and training as necessary.
- Parents can monitor their child's progress and improve their achievement through HISD Connect/Parent Portal. Materials and training is provided for parents to help their children at parent-teacher meetings and events such as Coffee with the Principal, FACE parent workshops, and other parent meetings with specific topics from outside agencies.
- Burbank will ensure that information relating to school meetings, parent programs, and associated activities will be sent to parents in a form and language that parents can understand.

David Valentino, Assistant Principal  
Michelle Dean, 6th Grade Asst. Principal  
TBD, 7th Grade Asst. Principal  
Youlanda Marshall, 8th Grade Asst. Principal

Kylene Boswell-Jones, Instructional Coordinator  
Amanda Vasquez, Vanguard Magnet Coordinator  
Alma Lydia Ruiz, Business Manager  
Doraelia Zepeda, School Secretary



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David S. Knittle, Principal  
315 Berry Rd. | Houston, TX 77022 | (713) 696-2720 - Phone | (713) 696-2723 - Fax

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**Burbank Family-School Compact**

Burbank Middle School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Every Student Succeeds Act (ESSA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and the 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 2024-2025 school-year.

**Communication about Student Learning**

Burbank Middle School provides parents with progress reports on their children's progress every three weeks and report cards every six weeks. Parents can access their child's schedule, monitor grades, and student profiles through the HISD Parent Portal. If you need help accessing the parent portal, you can call the school at 713-696-2720 or use this link to the parent portal: <https://www.houstonisd.org/parentportal>

Parents also may request a teacher-parent conference by emailing the faculty through our school website or by calling the main office to schedule an appointment.


**Jointly Developed**

The parents, students, and staff worked together and shared ideas to develop our school-parent compact. A Title 1 parent meeting is held each year to review and revise the compact based on the school's academic and achievement goals and students' needs.


Parents are welcome to provide feedback to Ms. Vasquez, our Title 1 Contact, at [avasque1@houstonisd.org](mailto:avasque1@houstonisd.org). All feedback will be collected and reviewed during the annual revision meeting with parents.

**SCHOOL YEAR: 2024-2025**

**FOR THE LATEST SCHOOL NEWS:**  
⇒ VISIT OUR SCHOOL WEBSITE:  
[www.houstonisd.org/burbank](http://www.houstonisd.org/burbank)  
⇒ Follow us on Instagram:  
[@burbankms](https://www.instagram.com/burbankms)



⇒ Follow us on Facebook:  
[www.facebook.com/burbank.middle.2](https://www.facebook.com/burbank.middle.2)



⇒ Remind App: Join class code  
@ BMS315

**MEET THE TEACHER**  
Thursday, August 29, 2024

**TITLE I PARENT MEETINGS**

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Meeting #1B: 9/5 at 9:00AM  
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Michelle Dean, 6th Grade Asst. Principal  
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Kylene Boswell-Jones, Instructional Coordinator  
Amanda Vasquez, Vanguard Magnet Coordinator  
Alma Lydia Ruiz, Business Manager  
Doraelia Zepeda, School Secretary

Revised 8/26/2024

## Family/School Compact

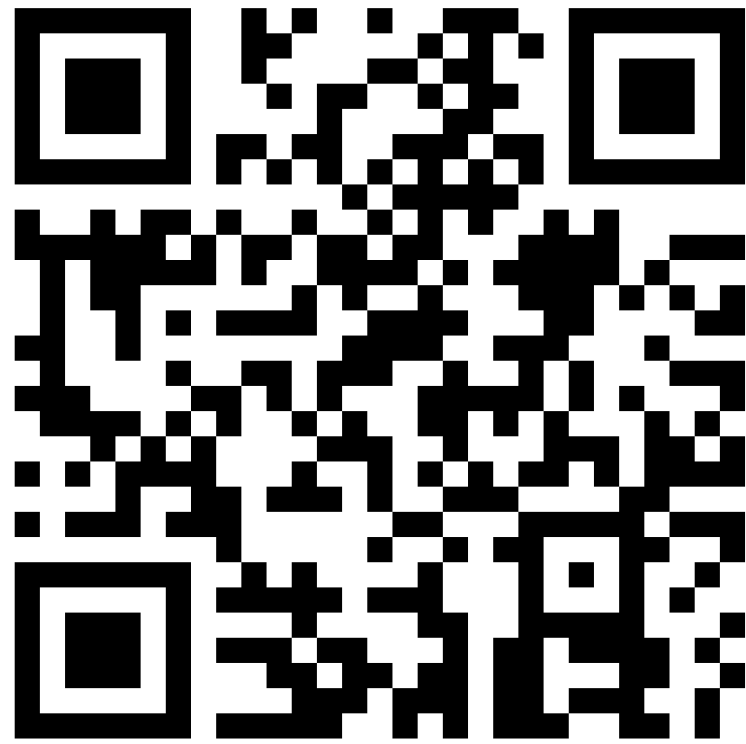




# COMMUNICATION TO PARENTS

Follow us on Social Media!

Facebook



Instagram



Remind



Class: Burbank Students and Parents

Join Code: @bms315

**NEXT PARENT MEETING:**

**COFFEE WITH THE  
PRINCIPAL**

**Thursday, October 10, 2024**

**9:00AM**