# **Putnam County High School**

# **2019-2020 Title I Parent and Family Engagement Plan**

We, the faculty of Putnam County High School (PCHS), believe it is our duty to share with parents and the community a quality education that enables students to apply academic and life skills to achieve their maximum potential. At PCHS, we recognize the importance of parental engagement in order to provide a quality education to the children at PCHS. We have developed a parental engagement plan that outlines how to actively involve all parents in their child’s educational journey. Parents will be notified of the policy in an understandable and uniform format, and to the extent practicable, provided in a language the parents can understand. Parents with limited English proficiency, parents of migratory children, and parents of students with disabilities will be encouraged to participate in the plan’s activities. The plan will be updated annually, and parents will have the opportunity to participate in the revision to meet the changing needs of the parents and the school. If the school’s Schoolwide or Parent Engagement Plans are not satisfactory to the parents, the school will submit any parent comments to the district office. PCHS has established clear and concise objectives and strategies to increase parental engagement within our school and community.

PCHS has an open-door policy to all parents that invites them in to visit the school and to take an active role within the school and provide suggestions for future meetings and workshops. Our goal is to provide quality, yet challenging, education for every child in a safe and nurturing environment. Parents are welcome to come and join us any time to help ensure that this is the most successful school year for their child. The faculty and staff value your input, suggestion, and assistance as a parent. Please work with us to make this year an excellent year in your child’s academic career. We will continue to inform our parents and community with various forms of communication such as translations/interpretations of parent/student handbook, newsletters, flyers, phone calls, and text messages.

**Parental Philosophy:**

PCHSs faculty and staff believe that a powerful key to a child’s success is through the engagement of the parent. Our faculty and staff realize that the parent is the child’s first teacher and understands with a combined effort of parents, teachers, and community it will ensure a strong foundation for students to achieve and become life-long learners.

**Our Plan**

The following plan has been established to involve our parents in the success of their children at PCHS:

**Open House**—Each year PCHS holds an Open House to encourage parents to meet their children’s teachers and to become familiar with the school goals, the Georgia Standards of Excellence, the Georgia Milestones’ assessments that are used to measure student progress and proficiency levels, graduation requirements, curriculum in use at the school, school clubs and extracurricular activities for students, faculty and staff members, and various activities for the upcoming school year. Open House will be held at the beginning of each semester.

**Annual Title I Information Night**—Conducted in the fall of each year, this annual meeting is to inform parents of the requirements of Title I and the school’s participation as well as the parents’ rights under Title I.

**Communication Workshop**—Each year, the school will educate teachers and staff members on the value and utility of contributions of parents, how to communicate and work with parents as equal partners, and how to build ties between home and school.

**Student/Parent/Teacher Compact**—The Student/Parent/Teacher compact outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. The compact is revised annually and feedback from parents and other stakeholders is solicited in the spring of each school year. The purpose of the compact is to build and develop a partnership to help children achieve the State’s high standards. The compact is sent home at the beginning of the school year, with new students who enroll throughout the school year and is available on our school’s website.

**Parent/Teacher Conferences**—To ensure all parents feel a welcomed presence at school, we have an “Open Door” policy offered to parents. Parents may visit the school anytime during the school day and schedule an appointment with administration and and/or teachers concerning the progress and welfare of their child. Results of student assessments and the interpretation of those results, along with student progress are shared during these conferences. Conference times are scheduled before school, after school, and during the teacher’s planning time. Phone conferences are also encouraged by both parent and teacher to keep the home/school communication lines open for the benefit of the students. Parents will also be contacted by teacher or school counselor of a child’s absences if needed. A translator will be available if needed for conferences.

**Parent Survey**—Each spring PCHSs parents complete a Parent Survey. The survey is available in hard copy and online to parents. The survey is used to evaluate the effectiveness of our parent and family engagement program and other school goals.

**Parent Engagement Funds**—In the fall of each year, parents are surveyed to involve them in the decision regarding how the school’s parent and family engagement funds will be spent on allotted activities.

**Parent Resource Area**—There is an area in the main office designated for resource materials for parents. There is information for parents on how to assist their children with educational issues as well as well as school and community information.

**Parent Training**-materials and training will be provided to help parents work with their children to improve their child’s achievement to foster parent and family engagement.

**8th Grade Parent Night**—This program is designed to provide an opportunity for upcoming 9th grade students and their parents to get an overview of the transition into high school. Graduation requirements, academic expectations, extracurricular activities and club information are shared with students and parents. This event is coordinated with Putnam County Middle School.

**Title I Revision Meeting**—In the spring of each year, we will review Title I documents including the Schoolwide Plan, Compact, and Parent and Family Engagement Plan and the district’s Parent and Family Engagement Plan and Consolidated LEA Improvement Plan (CLIP) to solicit feedback from parents to improve these documents for the upcoming year.

The Parent and Family Engagement Plan of the Putnam County Charter School System and PCHS are evaluated annually as to the effectiveness in increasing parent participation and identifying barriers to parent participation. The findings of the annual evaluation are used to design strategies for school improvement or to redesign the parent and family engagement plan. Parents are welcome to submit requests for parent and family engagement activities. The school will offer meetings at various times of the day and in different formats (in-person group meetings, home visits, etc.) and consider transportation and child care services for these meetings, to prevent barriers to parental engagement.

The PCHS Parent and Family Engagement Plan will be posted on the school’s website and copies are available in the Front Office.