

Putnam County High School

Title I Parent and Family Engagement Plan 2024-2025

In support of strengthening student achievement, Putnam County High School receives Title I, Part A funds and must develop jointly with parents and/or family members a written family engagement policy. This policy must include information required by Section 1116 of the Every Student Succeeds Act (ESSA) and establish our expectations and objectives for meaningful parent and family engagement. It must also describe how PCHS will implement specific parent and family engagement activities.

PCHS will be governed by the following definition of family engagement and will carry out programs, activities, and procedures in accordance with this definition in Section 8101 of the ESSA:

- Family engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
- Parents play an integral role in assisting in their child's learning.
- Parents are encouraged to be actively involved in their child's education at school.
- Parents are full partners in their child's education and are included, as appropriate, in decision making to assist in the education of their child.
- Other activities are carried out, such as those described in Section 1116 of the ESSA.

The faculty, staff, and administration of Putnam County High School (PCHS) believe it is our duty to share with parents and the community our commitment to providing a quality education that enables students to apply academic and life skills to maximize potential achievement. At PCHS, we recognize the vital importance of parental engagement in assisting us in developing and continuing a most productive educational process. We have developed this Parent and Family Engagement Plan which outlines how we will actively involve parents in their child's educational journey. Parents will be notified of the plan in an understandable, uniform format in a timely manner. To the most practicable extent, the plan will be provided in a language all parents can understand. Parents with limited English proficiency, parents of migratory children, and parents of students with disabilities will be encouraged to participate in activities described in the plan. The plan will be updated annually, and parents will have the opportunity to contribute to the revision process at the Title I Revision Meeting held in the spring of each year. If PCHS' Schoolwide or Parent Engagement Plans are not satisfactory to parents, the school will submit parent commentary to the district office for consideration. PCHS has established clear, concise objectives and strategies to increase parental engagement within our school and community.

PCHS has an open-door policy and invites all parents to visit the school regularly and take an active role providing the best possible education for our students. We also encourage parents to provide suggestions regarding the need for additional meetings and/or workshops. Our goal is to challenge students to succeed through quality instruction using evidence-based practices. We are dedicated to teaching and learning at the highest levels. We will ensure a safe and nurturing environment and focus on students' social and emotional, as well as their academic needs. We will keep parents and members of the community fully informed using multiple modes of communication in various formats. All printed documents will be translated as necessary. Some readily available documents include parent/student handbooks, newsletters, flyers, and school/district website resources.

The faculty, staff, and administration of PCHS believe a powerful key to a child's success is through engagement of parents and family members. We realize parents are a child's first teacher. We understand the importance of combining our efforts with parents and members of the community to ensure a strong foundation enabling students to achieve and become lifelong learners.

The Parent and Family Engagement Plan of the Putnam 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 services for those meetings to prevent barriers to parental and family engagement.

The PCHS Parent and Family Engagement Plan will be posted on the school's website. A printed copy of the plan will be provided upon request.

The following activities have been designed and 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 school goals, standards, assessments, graduation requirements, clubs and extracurricular activities for students. Open House is held at the beginning of each school year.

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 parents' rights according to Title I.

Building Capacity of School Staff – Each year the school will educate teachers and staff members on the value and utility of parents' contributions, 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 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.

Parent/Teacher Conferences – To ensure all parents feel welcomed at school, PCHS has an "open door" policy. Parents may visit the school at any time during the day but are encouraged to schedule an appointment with administration and/or teachers to discuss the progress and welfare of their child in the form of a conference. Conference times will be scheduled before school, after school, or during the teacher's planning period.

Parent Surveys – Each spring, parents of PCHS students complete a parent survey. The survey is available in hard copy form and can be completed online by accessing a hyperlink provided on the school's website.

Parent Training – PCHS will provide materials and training to parents to assist them in working with their children to improve achievement and foster parent and family engagement.

Eighth Grade Parent Night – In coordination with Putnam County Middle School, PCHS will host a workshop for upcoming ninth graders and their parents. Items on the agenda will include an overview of the transition from middle to high school, discussion of graduation requirements, course offerings, scheduling, and expectations of students. This will be held toward the end of the spring semester.