School Parent and Family Engagement Plan
Hand-In-Hand Primary
School Year 2025-2026
Revision Date 06/03/2025

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In support of strengthening student academic achievement, **Hand-In-Hand Primary** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities. The policy is also incorporated into the school's plan submitted to the local educational agency (LEA).

Hand-In-Hand Primary agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the school-wide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If requested by parents, the school will schedule opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible.
- If the school-wide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.

- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

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

DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS

JOINTLY DEVELOPED

Hand-In-Hand Primary will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

- *A school-based Parent Advisory Council meets regularly with the principal and district leaders to provide input and suggestions on improvement plans.*
- *Parent surveys are conducted several times each school year to allow all parents to provide input and feedback. Parents and community stakeholders are involved in the annual comprehensive needs assessment that takes place during the spring of each school year.*
- *Each spring and summer, parents are invited to participate in meetings to plan, review and improve programs included in the School Improvement Plan, Family Engagement Plan, and School-Parent Compact. Parents may request additional meetings by contacting the school principal or the school parent involvement coordinator. The parent involvement coordinator will update at least annually, the School Family Engagement Plan based on parent and faculty input to meet the changing needs of parents and the school.*

- *Electronic copies of the Family Engagement Plan and Parent Compact are posted on school and district webpages within the first month of school. An electronic copy of the School Improvement Plan is distributed each year by September 1. Each of the three plans is posted on the school and district website by September 1 of each school year. Parents can request printed copies be sent home by responding to the school generated flyer, or by emailing the parent involvement coordinator.*
- *If the school-wide program under section 1114(b) is not satisfactory to the parents of participating children, the principal will submit any parent comments to the Assistant Superintendent for Federal Programs.*

ANNUAL TITLE I MEETING

Hand-In-Hand Primary will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the school-wide plan, and the school-parent compact.

- *A school-specific Annual Title I meeting will be held within the first month of school to inform parents of the requirements of Title I and the school's participation. Parents will be informed of their rights under Title I. The Title I Meeting presentation will be posted on the Parent Involvement webpage.*
- *For the 2025-2026 school year, the Annual Title I meeting will be conducted within the first month of school and posted on the Parent Involvement webpage. An announcement will be sent home.*

COMMUNICATIONS

Hand-In-Hand Primary will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs.
- Flexible number of meetings, such as meetings in the morning or evening, and may provide with Title I funds, transportation, child care or home visits, as such services relate to parent and family engagement.
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

- *Electronic copies of the Family Engagement Plan and printed copies of the Parent Compact are distributed to families in the Fall. An electronic copy of the School Improvement Plan is posted on the school website each year in the Fall. The three plans are posted on the school and district website by September 1 of each school year. A careful review process including parents, school, and district leaders is completed each summer to ensure that required plans are written in an understandable and uniform format and to the extent practicable, provided in a language the parents can understand by involving parents in the editing process.*
- *Meetings will be offered at various times, such as morning and afternoon sessions whenever practical. Meetings will be provided in formats aligned to meet needs of our parents. Home visits often provide a chance to review meeting details, develop parent capacity, and get feedback. Parents may request alternative meeting formats by contacting the school parent involvement coordinator directly.*
- *School-based parent involvement coordinators are able to provide assistance with transportation or child care if such issues present a barrier to participation in school events. These services may be scheduled by contacting the parent involvement coordinator.*

SCHOOL-PARENT COMPACT

Hand-In-Hand Primary will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

- *Parent surveys are conducted several times each school year to allow all parents a chance to provide input and feedback on programs implemented under school-wide Title I plans, Family Engagement Plans, and or School-Parent Compacts.*
- *Each spring and summer, parents are invited to participate in meetings to plan, review and improve programs included in the School Improvement Plan, Family Engagement Plan, and School-Parent Compact. Parents may request additional meetings by contacting the school parent involvement coordinator.*
- *The Parent Compact is specifically linked to school and district improvement goals and contains specific information on the shared responsibility of parents, teachers, and students to develop grade appropriate skills and master the challenging state academic standards. The Parent Compact includes ways parents can support their children academically.*

RESERVATION OF FUNDS

If applicable, **Hand-In-Hand Primary** will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent by:

- *Parent surveys are conducted several times each school year to allow all parents to provide input and feedback on how the district will spend the required 1% set aside for parent and family engagement. For the 2025-2026 school year, parent input directed the district to continue to provide a parent involvement coordinator for each Title I school. The value of this service exceeds the required 1% set-aside, and therefore satisfies this requirement. Parents who wish to suggest additional activities are offered the chance to provide input via surveys and meeting attendance throughout the school year.*
- *Each fall and spring, parents are invited to participate in meetings to plan, review and improve programs included in the School Improvement Plan, Family Engagement Plan, and School-Parent Compact. Parents may request additional meetings by contacting the school principal or the school parent involvement coordinator.*

COORDINATION OF SERVICES

Hand-In-Hand Primary will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

- *District and school-based parent involvement coordinators implement plans to coordinate services and meeting times among schools and programs available in Thomas County. Each year area daycares, including Head Start and faith-based organizations are invited to tour Hand-in-Hand Primary in the spring enrollment season.*
- *School and district facilities are used by community groups allowing the community to become familiar with the structure and programs provided by the Thomas County School District.*
- *The district coordinates open house and orientation activities to provide support to students and families as they transition between elementary, middle, high schools and on to post-secondary education. The district coordinates services to ensure students and families benefit from early childhood programs, college and career readiness programs, and parent resources available in the community.*

BUILDING CAPACITY OF PARENTS

Hand-In-Hand Primary will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging state academic standards; and
- Provide parents with individual student academic assessment results and interpretation of those results;
- Providing materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement;
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
    - The Georgia Standards of Excellence
    - The state and local academic assessments including alternate assessments, (GKIDS),
    - the requirements of Title I, Part A,
    - strategies parents can use to support their child's academic achievements, and
    - how to partner with teachers to support their child's academic achievements.
- *Each school conducts an annual Title I meeting that reviews the details of the Title I program and provides families with information and resources to learn more about the state's academic standards.*
- *Parent involvement coordinators at each school conduct family engagement workshops to present materials and strategies parents and family members can use to support their child's academic achievements, such as literacy training and using technology (including the harms of copyright piracy) to foster parent and family engagement. Additional topics will include information about academic assessments, curriculum requirements, and strategies to support their children academically. Title I schools will plan parent workshops based on survey results and parent requests as time and expertise allow.*
- *Each school hosts curriculum nights and or family workshops at which the curriculum in use is explained, and forms of academic assessments and achievement expectations are presented.*
- *Elementary schools host parent teacher conferences to share individual student academic assessment results and provide interpretation as needed.*

BUILDING CAPACITY OF SCHOOL STAFF

Hand-In-Hand Primary will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

- *The Thomas County School System will, with the assistance of its parents, provide staff development concerning, the value of parental contributions, how to effectively engage parents, how to build ties between home and schools, and communicating in language parents can understand.*
- *Parent coordinators will get parent assistance in designing and implementing staff development with teachers and administrators.*
- *System federal programs staff and school level parent involvement coordinators provide professional learning opportunities and printed material throughout the school year for administrators, faculty, and staff to develop an understanding of the value of parental involvement. Parent involvement coordinators maintain a page on the school website to share information about outreach methods that are effective in establishing partnerships between families and schools. Certified and classified school personnel are encouraged to include parents as equal partners in the education process. Learning opportunities are not limited to local events but may include participation in regional, state, or national conferences.*
- *Parent coordinators will encourage school staff to respond to parent requests for parent and family engagement activities.*
- *Parent coordinators will provide training on how to communicate in formats, to the extent practicable, in a language the parents can understand.*

Hand-In-Hand Primary will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by: (Parent requests reported at System PAC in March 2025)

- *Continuing special themed events such as Grandparents' Day, Winter Family Fun Day and school book fairs*
- *Making technology resources available for parent use via parent resource rooms;*
- *Providing parent workshops on use of technology resources to support student achievement and monitoring student performance workshops on internet use and online student safety;*
- *Continuing family workshops on ways to provide academic support, share academic resources, and online resources;*
- *Scheduling alternative sessions to give multiple options for parents to attend;*
- *Offering translation services at family workshops;*
- *Communicating goals to all stakeholders and continue to get input; and*
- *Including curriculum-related updates in parent meetings.*

STANDARDS AND ACTIVITIES

Standard I: PARENTING: Helping all families establish home environments to support children as students.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
Parent Resource Room materials	Ongoing	Check-out list	Parent Involvement Coordinator
Volunteer Orientation allows parents and visitors to sign up for volunteer opportunities	Fall 2025	Sign-sheet	Parent Involvement Coordinator, Asst. Supt. for Federal Programs
Conducts home visits	As needed	Monthly tally	Parent Involvement Coordinator

Standard II: COMMUNICATION: Design effective forms of school-to-home and home-to-school communications about school programs and children's progress.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
Information in school newsletter	Monthly	Newsletter	Parent Involvement Coordinator
Advertise restaurant nights	As needed	Flyer, school newsletter, label home to students 2-3 days before	Parent Involvement Coordinator
Newspaper articles	As appropriate	Article	Parent Involvement Coordinator, Media Specialist
Updated Hand-In-Hand website	August 2025	Parent Involvement Website updated, Family Engagement Policy on website	Parent Involvement Coordinator, HH Technology Director
Family Engagement Plan	August 2025	Policy	Parent Involvement Coordinator
Event announcements on Facebook	Ongoing	Hand-In-Hand Facebook page	Principal, Parent Involvement Coordinator
Seesaw messages	Ongoing	Seesaw message printouts	Parent Involvement Coordinator
School Council/Parent Curriculum Night, Family Science Night	November 13, 2025 February 26, 2026	Workshop material	Principal, Asst. Supt. For Federal Programs, Parent Involvement Coordinator

***S*tandard III: VOLUNTEERING:** Recruit and organize parent help and support group.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
BEE Boosters	August 2025 – May 2026	Bee Boosters volunteer sheet	Parent Involvement Coordinator, P.E. teachers, faculty and staff
Back to School Parent Orientation (in multi-purpose room)	August 2025	Orientation material, volunteer sigh-up	Parent Involvement Coordinator, Administrators and Staff
System Volunteer Orientation	Fall 2025	Train volunteers Sign-in sheets	Parent Involvement Coordinator, Asst. Supt. for Federal Programs
Readers in classrooms	Ongoing	Volunteer sign up	Parent Involvement Coordinator

Standard IV: LEARNING AT HOME: Provide information and ideas to families about how to help students at home with homework and other curriculum-related activities, conferences, and planning.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
Parent Resource Room materials	Ongoing	Check-out list	Parent Involvement Coordinator
Student-Led Parent Conferences, Multi-tiered System of Support (MTSS) meetings	Fall 2025 Spring 2026 MTSS as needed	Sign-in conference minutes	Parent Involvement Coordinator, Student Support Team, Administrators, Staff
Back to School Parent Orientation Open House, System Parent Advisory (PAC) Council meetings	August 2025 Fall 2025 Spring 2026	Workshop materials Sign-in sheets	Parent Involvement Coordinator, Administrators
Volunteer Orientation	Fall 2025	Information distributed Sign-in sheets	Parent Involvement Coordinator, Administrators
Seesaw information	Ongoing	Seesaw messages printout	Parent Involvement Coordinator
Kindergarten Homework Calendar	Monthly	Calendar printout	Parent Involvement Coordinator, Kindergarten teachers
Sight words on newsletter	Weekly	Workshop materials Sign-in	Principal, Asst. Supt. for Federal Programs, Parent Involvement Coordinator
School-Parent workshops, School Council/Parent Curriculum Night, Family Science Night	September 18, 2025 February 26, 2026	Workshop materials Sign-in	Principal, Asst. Supt. for Federal Programs, Parent Involvement Coordinator

Standard V: DECISION MAKING: Include parents in school decisions, developing parent leaders and representatives.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
Policy revision meetings: Title I Family Engagement Plan School Improvement Plan, and Parent Compacts	April 2026 Summer 2026	Updated policies, Agendas, Minutes, Sign-in sheets	Parent Involvement Coordinator
School and District Parent Advisory Council (PAC) Meetings	Fall 2025 Spring 2026	Meeting Minutes Sign-in sheets	Parent Involvement Coordinator, Parent Advisory Council
Parent Conferences MTSS Meetings	As needed	Meeting minutes	Parent Involvement Coordinator, Individual Parents, MTSS leaders, Teachers
School Council Meetings	Four times a year	Meeting Minutes	Administration, staff members, parents

Standard VI: COLLABORATING WITH COMMUNITY: Identify and integrate resources and services from the community to strengthen school programs, family practices, and student learning development.

Activity/Strategy	Timeline	Completion Evidence	Person/Parties Responsible
Jump Rope for Heart	February 2025	Pictures	P.E. teachers, faculty and staff
Veterans Day	November 11, 2025	Sign-in sheets	Parent Involvement Coordinator
Quarters for a Cure	February 2026	Money collected	Teachers
Can Food Drive	October 28- November 22, 2025	Items disbursed	Parent Involvement Coordinator, Faculty and Staff
Family Connection	Monthly	Meeting agenda/notes	Parent Involvement Coordinator
Literacy for Thomas County	Monthly	Meeting agenda/notes	Parent Involvement Coordinator
Rose City Walk	April 2026	Pictures	HH parents and staff
Thomas County Library Literacy Fair	October 2025	Meeting minutes/notes	Parent Involvement Coordinator & Media Specialist

Standard I: PARENTING: Help families establish home environments to support children as students.

1. Parent resource room materials	4. Parent conferences as needed
2. Home visits, as needed	5. Clothes closet
3. Presentations and workshops	6. Family crisis fund

Standard II: COMMUNICATION: Design effective forms of school-to-home and home-to-school communications about school programs and children's progress.

1. Family Engagement news in newsletter	7. School system parent meetings
2. Advertise restaurant nights	8. Label reminders of special events
3. Family Engagement Policy	9. Seesaw
4. Newspaper articles	10. Facebook
5. Hand-In-Hand website (Family Engagement)	11. Teacher newsletters
6. Flyers about special school events	

Standard III: VOLUNTEERING: Recruit and organize parent help and support group.

1. Book Fair	6. Parent Advisory Council
2. BEE Boosters	7. Help-A-Child Smile Bus
3. Classroom Readers	8. Vision Screenings
4. School Council	
5. Volunteer Orientation (video/electronic format)	

Standard IV: LEARNING AT HOME: Provide information and ideas to families about how to help students at home with homework and other curriculum-related activities, conferences, and planning.

1. Annual Title I Meeting	6. Sight words on newsletter
2. Parent Conferences as needed	7. Seesaw links to newsletters
3. Parent Orientations	8. Links to educational sited on school webpage
4. Workshop materials	9. Kindergarten Homework Calendar
5. Parent Newsletter	10. Parent Resource Room materials

Standard V: DECISION MAKING: Include parents in school decisions, developing parent leaders and representatives.

1. School Improvement Plan revision meetings	5. Parent conferences, as needed
2. Family Engagement Plan revision meetings	6. School Council Meetings
3. Parent Compact revision meetings	7. Fall and Spring system Parent Advisory Council meetings
4. Parent Advisory Council meetings	

Standard VI: COLLABORATING WITH COMMUNITY: Identify and integrate resources and services from the community to strengthen school programs, family practices, and student learning development.

1. Canned Food Drive	8. Jump Rope for Heart
2. Thomas County Library	9. Quarters for a Cure
3. Pre-K /Kindergarten celebrations at YMCA	10. Literacy for Thomas County
4. Papa John's Nights	11. Family Connection
5. Chick-fil-A Night	12. Local daycare providers
6. DQ night	13. Early learning agencies (Head Start)
7. Veterans Day	