

HENRY COUNTY SCHOOLS

# PARENT & FAMILY ENGAGEMENT GUIDEBOOK

2021-2022

*We're ready  
to help!*

**YOUR  
FAMILY  
RESOURCE  
CENTER  
IS OPEN!**



**EXPECT** *Exceptional*

# EXCEL ACADEMY

330 Tomlinson Street | McDonough, GA 30253 | 770.957.4101



**FAMILY & STUDENT SUPPORT**



October 28, 2021

Dear Parents,

This electronic Parent & Family Engagement Guidebook includes information about our district and school's Title I Program including our **2021-2022 Title I Parent and Family Engagement Plan and School-Parent Compact**.

The **Parent and Family Engagement Plan** describes how we will carry out the parent and family engagement requirements to ensure effective involvement to support a partnership among the school, parents, family, and the community to improve student academic achievement.

The **School-Parent Compact** outlines how our parents, family, staff and the students will share the responsibility to improve student academic achievement based on the academic goals of the school.

We encourage you to review the 2021-2022 Title I Parent & Family Engagement Plan and School-Parent Compact with your child/children to ensure that everyone understands their role and expectations.

We look forward to our School-Parent Partnership! If you have any questions or concerns, please contact Ms. Christina Trevant, your school's Parent Involvement Professional  
[Christina.Trevant@henry.k12.ga.us](mailto:Christina.Trevant@henry.k12.ga.us)

Sincerely,

Lila K. Brown Ed.S.

EXCEL Academy Principal

# HCS FAMILY & STUDENT SUPPORT | Title I

2021-2022

School	Principal	Phone #
Austin Road Elementary	Lois Barney	770-389-6556
Austin Road Middle	Libra Brittian	770-507-5407
Cotton Indian Elementary	Lisa Travis	770-474-9983
Eagle's Landing Middle	Dr. Malik Douglas	770-914-8189
EXCEL Academy	Lila Brown	770-957-4101
Fairview Elementary	Dr. Vaneisa Benjamin	770-474-8265
Hampton Elementary	Dr. Johane St.Aime	770-946-4345
Hampton Middle	Dr. Purvis Jackson	770-707-2130
Hickory Flat Elementary	Dr. Marla Surette	770-898-0107
Locust Grove Elementary	Dr. Attenya Scott	770-957-5416
McDonough High	Antonio Mattox	470-615-3450
McDonough Middle	LaRita Wiggins	470-615-3460
Mt. Carmel Elementary	Andy Pike	770-897-9799
Oakland Elementary	Tyrome Grant	770-954-1901
Pate's Creek Elementary	Arthur Blevins	770-389-8819
Pleasant Grove Elementary	Tracie Copper	770-898-0176
Red Oak Elementary	Dr. Shaakira Akbar	770-389-1464
Smith Barnes Elementary	Dr. Carolyn Flemister-Bell	770-474-4066
Stockbridge Elementary	Jermaine Ausmore, Sr.	770-474-8743
Stockbridge High	Eric Watson	770-474-8747
Stockbridge Middle School	Julissa Forbes	770-474-5710
Tussahaw Elementary	Dr. Jocelyn Lakani-Jones	770-957-0164
Walnut Creek Elementary	Fred Latschar	770-288-8561
Wesley Lakes Elementary	Jodye Rowe-Callaway	770-914-1889



**HENRY COUNTY SCHOOLS**  
**FAMILY & STUDENT SUPPORT**  
**FEDERAL PROGRAMS**

# PARENT & FAMILY ENGAGEMENT

P A R E N T N E W S L E T T E R

2021-2022

Greetings HCS Parents!

We are extremely excited about the opportunity to partner with the parents and families of our 24 Title I Schools in educating their children. Despite the challenges that we have faced this year, we strongly believe in the importance of Family Engagement and will continue our work in unifying our district by fostering strong parent and family relationships. However, we understand that we cannot do this without your help. The purpose of this newsletter is to provide information about the power that parents and families have on the overall success not only of their child, but to the success of the entire district.

*Sheryl Matthews, Ed.S.*  
*Parent Engagement Specialist*



## CORE BELIEFS & COMMITMENTS

**1**

**Core Belief**

We believe each student can learn at or above grade level and will have an equal opportunity to do so.

**Commitment**

Each student will learn at or above grade level and have an equal opportunity to do so.

**2**

**Core Belief**

We believe family and community involvement is critical to student success.

**Commitment**

We will foster connections for families and community to support student learning.

**3**

**Core Belief**

We believe all learning environments should be supportive, safe, and secure.

**Commitment**

All school environments will be supportive, safe, and secure.

**4**

**Core Belief**

We believe effective teachers and leaders produce excellent results.

**Commitment**

We will recruit, support, retain, and recognize results-driven teachers and leaders.



# The School-Parent Connection

Parent and Family Engagement is an ongoing process that increases active participation, communication, and collaboration between parents, schools, and communities with the goal of educating the whole child to ensure student achievement and success.

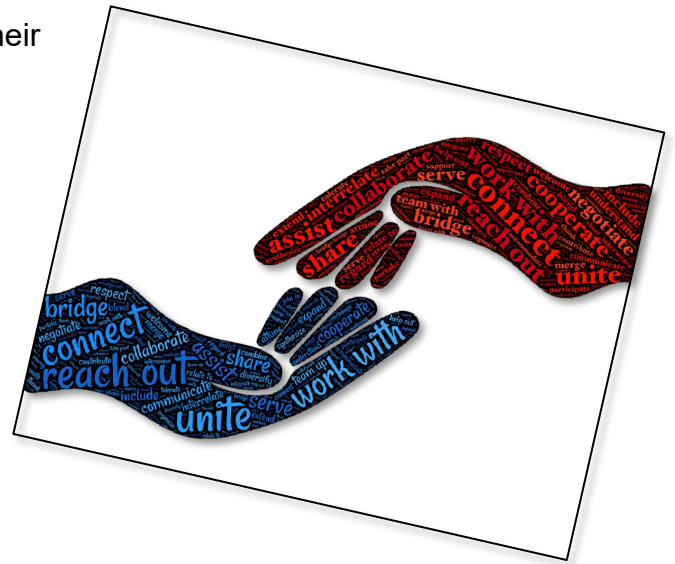
*(Family-School Partnership Program, GaDOE)*

## MAJOR BENEFITS

Research shows that when parents are involved in their children's education, the children are more likely to:

- earn better grades.
- score higher on tests.
- pass their classes.
- attend school regularly.
- have better social skills.
- show improved behavior.
- be more positive in their attitude toward school.
- complete homework assignments.
- graduate and continue their education.

*(PTO Today, 2016)*



## Ways Parents can GET INVOLVED!

*Whether you are available on a daily basis or only have a limited amount of time, you can become active in your school's Parent & Family Engagement Program by doing the following:*

- ▷ Learn more about your child's school and the curriculum, special programs, Federally funded programs including Title I and your rights and responsibilities as a parent under these programs.
- ▷ Attend parent-teacher or student-led conferences, school workshops, meetings to share your opinions regarding your child's learning and progress as well as the school's programs and potential areas of improvement.
- ▷ Support the academic efforts of your child through goal setting and ongoing progress checks via the Parent Portal.
- ▷ Make decisions about your child's education and academic program .
- ▷ Develop relationships with and keep in contact with your child's teacher through telephone, e-mail, or face-to-face conversations.

# Parent & Family Engagement On EVERY Level!

Parent and Family Engagement is important at every stage of your child's education!

## Elementary School

- Create structured routines (morning, homework, bedtime).
- Establish ongoing communication (email, Class Dojo, Remind, etc.) with teachers and school staff to work as a team to advocate for child.
- Participate in school's academic and extracurricular activities such as Parent Workshops and Family Game Night (in-person or virtual).
- Use dinner time to ask child about school. The focus does not have to be academic.
- Serve as a volunteer on various school committees including PTO (if applicable).
- Keep track of child's academic progress by reviewing Daily Folder and Parent Portal.
- Check out games and manipulatives from Family Resource Center to reinforce skills that child learned at school.

## High School

- Utilize the summer months to prepare child for high school. Discuss increased responsibilities, course-load, etc.
- Observe child's morning, homework, and bedtime routines. Intervene as needed.
- Continue to monitor child's social media usage and behavior. Remind them of consequences.
- Introduce yourself to all teachers, counselor and the Graduation Coach (if applicable) via email.
- Encourage child to participate in school clubs or extra-curricular activities. Volunteer your time and/or resources for support.
- Continue to monitor child's academic progress via Parent Portal (Infinite Campus). Encourage them to be responsible for seeking assistance. Intervene as needed.
- Visit school's website and social media accounts to keep up with activities, events, and deadlines.

## Middle School

- Reinforce morning, homework and bedtime routines. If child is alone during morning and bedtime routines, consider phone and video check-ins.
- Establish limits with social media. Monitor child's behavior during use.
- Meet with or email all teachers (Open House, Curriculum Night, etc.) and establish communication preferences.
- Participate in school's academic workshops and extra-curricular activities (if applicable).
- Encourage dialogue about school with child by asking open-ended questions.
- Seek guidance from teacher or Parent Involvement Professional on academic resources to help child with challenging assignments.
- Establish a timeline on ways to encourage independent behaviors to prepare for high school.
- Continue to keep track of child's progress in Parent Portal (Infinite Campus). Review grades and progress with child weekly.
- Visit school's website and social media accounts regularly to keep up with school activities and events.

## Helping Your Child Succeed Academically...in EVERY Subject!

You don't have to be an expert in any subject to help your child.

- \* Attend your school's Curriculum Night or visit the district's website to familiarize yourself with the Henry Teaching & Learning Standards.
- \* Set expectations for homework and daily review of notes.
- \* Have child explain a concept to you and ask probing questions to determine their comprehension and understanding.
- \* Encourage child to have a study buddy that they can contact when they need support.
- \* Contact your child's teacher to request resources/websites that can assist you in supporting your child. Don't be afraid to ask the teacher to explain concept to you.
- \* Visit your school's Family Resource Center or contact your Parent Involvement Professional (PIP) to request additional support/resources.
- \* Avoid statements such as "I am not good at Math so you probably get that from me".
- \* If eligible, make arrangements for your child to attend tutoring with the teacher or school's Title I program.



### 8 Tips to Help Your Child Focus and Stay Engaged During Remote Learning

1. **Set a schedule and keep it** —Establish a consistent night and morning schedule with your remote learner. Use alarms/timers to assist with daily schedule.
2. **Determine how your child likes to learn**—Is your child a visual learner or do they prefer to learn hands-on (kinesthetic)? Find ways to help your child study using their preferred learning style.
3. **Set up a personal learning space for your child** — Consider establishing a specific location where your child will participate in Remote Learning daily. Avoid interrupting them while they are in school. Consider headphones if there are multiple learners in the home.
4. **Utilize Checklists and other Visual Cues**—Create a checklist that your child can utilize daily to stay on task. For younger students, use pictures and other visual cues.
5. **Connect with the school and teachers**—Don't be afraid to reach out to your child's school and teachers for support, guidance, and additional resources.
6. **Stay Positive**—Children often respond to their parent's anxieties. Make every effort to stay calm and positive, even in moments of frustration.



## Federally Funded Programs in Henry County Schools

The following federally-funded programs are available in all or select schools in the Henry County Schools district.

- **IDEA**—Exceptional Student Education (Special Education)
- **Title I, Part A** - Improving the Academic Achievement of the Disadvantaged (*only in our 24 Title I Schools*)
- **Title I, Part A** - Foster Care Program
- **Title I, Part A** - Parent Engagement Program (*only in our 24 Title I Schools*)
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Programs for Neglected or Delinquent Children
- **Title II, Part A** - Improving Teacher Quality
- **Title III, Part A** - Language Instruction for Limited English Proficient & Immigrant Students
- **Title IV, Part A** - Student Support and Academic Enrichment
- **Title IX, Part A** - McKinney-Vento Homeless Assistance Act



### Facts about Title I

#### What is Title I?

Title I, Part A is a federally funded program under the Every Student Succeeds Act (ESSA). The purpose of Title I under the ESSA is to ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments.

#### Who is eligible for Title I Services?

The program serves students in elementary, middle and high schools who have demonstrated the need for additional academic assistance. **A parent's financial status does not impact eligibility.** Students are identified using multiple criteria including previous year's tests scores, report cards, and teacher recommendations. A family's income IS NOT considered.

#### Benefits of Title I

Title I provides schools an opportunity to offer additional support and resources to increase the academic achievement of students. In addition to student support, Title I also provides support for parents to assist their child at home in order to increase student achievement. ALL parents of students who attend a Title I School are encouraged to participate in their school's Parent & Family Engagement Program. Teachers at Title I schools also benefit from additional professional development and instructional resources.



## How Does Our School Receive Title I Money?

**MYTH—Only low-income students receive Title I Services**

**FACT—Title I Services are based on academic need, not income!**

1. The **Federal Government** provides Title I funding to each state.
2. **State Educational Agencies** send this money to school districts. How much money each district receives is determined by the number of students eligible for free or reduced lunch in the ENTIRE district.
3. **Districts** then allocate Title I funds to schools with higher rates based on the number of eligible students enrolled.
4. Finally, once funds have been released, **Title I schools:**
  - Identify the students at their school who need the most educational assistance based on various academic criteria that school has chosen. Students **DO NOT** have to be from low-income families to receive Title I services.
  - Set goals for improving the skills of all students at their school and determine how to utilize their Title I funds to support those goals.
  - Measure student progress to determine the success of the Title I program for each student.

### HCS Federal Programs Staff:

<b>Dr. Sandra Moore</b> Federal Programs Coordinator	sandra.moore@henry.k12.ga.us
<b>Kelly Coffey</b> Title I Budget Facilitator	kelly.coffey@henry.k12.ga.us
<b>Renee Barnes</b> Administrative Assistant	renee.barnes@henry.k12.ga.us
<b>Sheryl Matthews</b> Parent Engagement Specialist	sheryl.matthews@henry.k12.ga.us
<b>Katie Breedlove</b> District Math Instructional Lead Teacher	kathryn.breedlove@henry.k12.ga.us
<b>Vanessa McFadden</b> Title I Inventory/Monitor	vanessa.mcfadden@henry.k12.ga.us
<b>Dr. Lynda Daniel</b> School Improvement Specialist	lynda.daniel@henry.k12.ga.us
<b>Lisa Copeland</b> School Improvement Specialist	lisa.copeland@henry.k12.ga.us
<b>Dr. Marian Tillotson</b> School Improvement Specialist	marian.tillotson@henry.k12.ga.us

### **Your Input Matters!**

Throughout the year, your child's school will invite you to provide feedback and comments regarding various components of their Title I Program. This includes their Schoolwide Plan, the Parent and Family Engagement Plan, School-Parent Compact, as well as the Title I Schoolwide Budget (including 1% Parent and Family Engagement Budget).

Your input is extremely important as we work together to provide a quality education to our students attending one of our 24 Title I Schools.

If you are a parent or family member who would like to provide input, please contact your child's school or the district's Title I Parent Engagement Specialist, Sheryl Matthews, at [sheryl.matthews@henry.k12.ga.us](mailto:sheryl.matthews@henry.k12.ga.us).

### **PARENT'S RIGHT TO KNOW**

You as a parent have the right to request the professional qualifications of your child's classroom teachers and paraprofessionals, including:

Whether the student's teacher—

- ◇ has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- ◇ is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
- ◇ is teaching in the field of discipline of the certification of the teacher.
- ◇ Whether the child is provided services by paraprofessionals and, if so, their qualifications.

### **Family Resource Centers**

A Family Resource Center is located in each of our 24 Title I Schools. ALL parents of children who attend a Title I school are welcome to visit their Resource Center. The Family Resource Center is designated solely for parents to receive support, training, and access to resources that will assist them in supporting their child. Parents of children who attend a Title I School are always welcome to check out resources, get information from workshops that they may have missed, and even access their child's grades via the Parent Portal. Each school has a full-time Parent Involvement Professional on staff whose primary role is to assist parents. There is no cost involved in checking out instructional support materials. All centers are open during school hours and after hours by appointment.

# HENRY COUNTY SCHOOLS

## 2021-2022 TITLE I SCHOOLS

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Austin Road Elementary	Lois Barney	770-389-6556
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Cotton Indian Elementary	Lisa Travis	770-474-9983
Eagle's Landing Middle	Dr. Malik Douglas	770-914-8189
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Walnut Creek Elementary	Fred Latschar	770-288-8561
Wesley Lakes Elementary	Jodye Rowe-Callaway	770-914-1889

**EXPECT** *Exceptional*

# Parent and Family Engagement Plan

*FINAL —September 18, 2021*

## *What is Family and Parent Engagement?*

Henry County believes that parent involvement means the participation of parents in regular two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. That parents play an integral role in assisting their child's learning.
2. That parents are encouraged to be actively involved in their child's education at school.
3. That 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.
4. The carrying out of other activities, such as those prescribed in Section 1116 of the ESSA.
5. The carrying out of other activities, such as those described in Section 1116 of the ESEA.



## *About our District's Parent & Family Engagement Plan*

In support of strengthening student academic achievement, Henry County Schools has developed this parent and family engagement plan that establishes the district's expectations and objectives for meaningful family engagement and guides the strategies and resources that strengthen school and parent partnerships in the district's 24 Title I schools. This plan will describe our commitment to engage families in the education of their children and to build the capacity in its Title I schools to implement family engagement strategies and activities designed to achieve the district and student academic achievement goals.

When schools, families, and communities work together to support learning, children tend to do better in school, stay in school longer and enjoy school more. Title I, Part A provides for substantive parental involvement at every level of the program, such as in the development and implementation of the district and school plan, and in carrying out the district and school improvement provisions. Section 1116 of the Every Student Succeeds Act (ESSA) contains the primary Title I, Part A requirements for schools and school systems to involve parents in their children's education. Consistent with Section 1116, Henry County Schools will work with its Title I schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118 (b) and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESSA.

**EXPECT** *Exceptional*



## ***Jointly Developed Plan***

For the 2021-2022 school year, all Title I parents were invited to participate and provide feedback on the district's and school's Plans during their school's Spring Input Meeting. Parents were invited to all meetings through flyers, emails, text messages, and postings on each school's website as well as their social media platforms. During these meetings, parents received information about the district's Strategic Priorities as well as how the district allocated its Title I funds including the 1% Parent Involvement budget.

Parents who could not attend the meeting were encouraged to submit comments and feedback regarding the Parent & Family Engagement Plan, Strategic Priorities, and Budget at any time on the school's website or to contact the school's Parent Involvement Professional. All feedback received by May 29, 2021 in reference to the district's Parent & Family Engagement Plan was considered. Upon final revision, this plan was incorporated into the CLIP and submitted to the state.

This plan is posted on our district's Title I page under Parent & Family Engagement. It will also be included in every Title I School's Parent & Family Engagement Guidebook.

## ***District Support to Strengthen Our Schools***

The district's Title I Parent Engagement Specialist will provide assistance and support to all 24 Title I schools to ensure family engagement requirements are being satisfied and that family engagement strategies and activities are being implemented. Title I schools will receive notifications and resources from the district's Parent Engagement Specialist to help them improve and strengthen family engagement. In addition to frequent communication and school visits, the Title I Parent Engagement Specialist will hold monthly meetings and trainings with its Title I schools' Parent Involvement Professionals and other appointed representatives to review family engagement plans and activities as well as provide guidance with the assistance of parents for Title I Schools to build staff capacity in Parent and Family Engagement.

Additionally, the district's Title I Office will host Annual Title I Compliance Training in July for all Title I Principals, Title I Teachers, Tutors and Title I Parent Involvement Professionals to review parent and family engagement compliance requirements and activities.

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## **RESERVATION OF FUNDS**

Henry County Schools will distributed 100% of the total reserved amount of Title I Parent & Family Engagement funds that it received for the 2021-2022 year directly to all of its Title I schools to support their local-level Parent & Family Engagement programs and activities.

The district will provide clear guidance and communication to assist each Title I school in developing an adequate parental involvement budget that supports programs that reach parents and family members at home, in the community, and at school. Each Title I school will host a Parent Input Meeting for parents to provide suggestions how these parental involvement funds will be used at the school-level.

Parent feedback and meeting minutes from these meetings will be reviewed by the school to determine areas of need for the 2021-2022 school year and consider changes to the parental involvement budget.

## ***Building Capacity—Henry County’s Mission IS Possible!***

Henry County and the Title I Office will take the following measures in order to build the schools’ and parents’ capacity for strong parent and family engagement that will improve student academic achievement through the following districtwide activities and strategies:



### **SUPPORT FOR PARENTS**

- ★ Sharing vital information to parents of Title I schools on the Georgia Standards of Excellence, state and local academic assessments including the Georgia Milestones, as well as the required assessments for students including assessments for parents of children receiving ESOL services. The dates and locations for these workshops will be posted on the district’s Title I webpage as well as the websites of our Title I Schools. Parents will also receive workshop notifications via flyers, email, REMIND, and Infinite Campus.
- ★ The district’s Title I Parental Involvement webpage as well as each Title I school’s webpage will contain additional information such as parent guides and effective strategies that will assist parents in helping their children at home.
- ★ Copies of these materials will be made available by request for parents who may have limited Internet access as well as those in need of translated versions.
- ★ Collaborating with our local Pre-K, Early Reading & Literacy Programs, as well as participating Technical & Post-Secondary Schools to share school information that will help prepare parents and their child(ren) for transitions into elementary, middle, high, and beyond.
- ★ Ensuring that all information related to school and parent programs, meetings, and other activities is available to all parents in an understandable and uniform format, such as flyers, newsletters and calendars and posted on the district and/or school website. Parent notifications and resources will be sent home in parents’ native language, where applicable, and interpreters will be available at parent events and meetings. Information posted on the district Web site will be translated to the extent practicable. The district will also utilize school telephone systems, school websites, local news media, and other school message systems to post information for parents.

### **SUPPORT FOR SCHOOL STAFF**

- ★ Providing ongoing support to Parent Involvement Professionals (PIPs) and Title I Principals in the efforts to communicate and build partnerships with parents. The district’s Parent Engagement Specialist will also train appropriate school staff and faculty on creating a welcoming environment and improving school-parent communication.
- ★ Developing partnerships with community members and business leaders to serve as school and district level speakers in order to build staff capacity. The district will encourage collaboration between all stakeholders by posting meeting information on the district’s website and share with our 24 Title I Schools.

## ***Opportunities for Meaningful Parent Consultation***

All parents and families of students attending a Title I school are encouraged and invited to fully participate in the opportunities described below. Input and suggestions from families are an essential component of the district and school improvement plans that are developed each year.

### **School & District Level Parent Input Meetings & Panel Discussions**

*Ongoing, throughout the year*

Henry County encourages all parents of children attending a Title I School to participate in their school's Parent Input Meetings and other Panel Discussions. Each Title I School will send home information regarding the date and time of these meetings. Information will also be posted on each school's webpage as well as the district's Title I webpage.

### **Title I Parent & Family Engagement Input Meeting**

*April 2022—May 2022*

All Title I Families are invited to provide input via online surveys on the district's Title I Consolidated LEA School Improvement Plan, the Title I Parent & Family Engagement Plan, and District's Parental Involvement Budget. Notices regarding these input opportunities will be provided to parents in advance using multiple communication methods.

## ***Parent & Family Engagement Annual Evaluation***

In the Spring, Henry County Schools will evaluate the content and effectiveness of this Plan for Shared Student Success and the various parental involvement activities to improve the academic quality of the Title I schools through an annual Parent & Community Stakeholder Input Meeting. Our goal is to work with parents and family members to identify barriers to greater parent participation in our Title I schools. We plan to identify specific needs that parents and family members have with supporting the achievement of their children and communicating to faculty and staff. These surveys and feedback forms will also be posted on the district and school websites for parents who are unable to attend.

In addition to the annual survey, each Title I school will also have a Spring Parent Input Meeting to discuss the school's Title I Programs and conduct their own school level evaluation. The results from district forums, Parent Input Meetings and Annual surveys will be used to improve the district and school level Parent & Family Engagement program.

## ***ACCESSIBILITY***

In carrying out the parental involvement requirements established by Section 1116 of the ESEA, the District's Title I Parent Engagement Specialist will communicate and collaborate with the Student Services office and Title III Coordinator to ensure full opportunities for participation including providing information and school reports in a language parents can understand to parents with limited English proficiency, parents with disabilities, and families of homeless and migratory children including providing information and school reports in a language parents can understand.



## ***Informing and Empowering Parents***

All families of children attending a Title I school are invited to attend Title I meetings and events at the school and district level to share their ideas and suggestions to help the district, schools, and students to reach our student academic achievement goals. The following is a list of sample workshops that will be offered at your child's school or on the district level. For the 2020-2021 meetings will be held in person as well as virtually.

- **Open House and Curriculum Nights**—discover and get connected with the various school and district level resources that are available to parents in Henry County Schools.
- **Principal Chats and "POP-In with the PIP"**—come talk to your school's principal or Parent Involvement Professional about specific topics or get information from a meeting that you missed.
- **Georgia Milestones Sessions**—families can hear from educators and each other about ways that they can prepare their child for the state assessments.
- **Literacy Workshops for Parents**—learn ways to get struggling or reluctant readers back on track.
- **Family Game Nights (Math & Science)**—participate in content area workshops to learn ways to encourage learning at home while still having fun.
- **"Bring Your Parent to School" Day (Middle Schools)**—come spend the day with your child to gain more insight on their school day and how you can extend their learning at home.
- **Calling all High School Parents!** - attend various forums on specific topics that will assist you in supporting your high school student and their post secondary plans.
- **District Family Connections Workshops and Live Parent Sessions**— Open to all HCS families to learn more about various topics to support the social, emotional and academic needs of their students such as *Tips for Remote Learning* and *Accessing the Infinite Campus Parent Portal*.

## ***Adoption***

This district level Parent and Family Engagement Plan has been developed jointly and agreed upon with parents and family members of children participating in Title I, Part A programs as evidenced by the collaboration of parents, school, and district personnel at the annual Parent & Community Stakeholder Input Meeting as well as online comments received by parents via the district's website.

This plan as adopted by Henry County Schools on September 14, 2020 and will be in effect for the 2021-2022 academic school year. The school district will distribute this plan in multiple ways to all parents of participating Title I, Part A children on or before October 30, 2020

### **Contact information**

For additional information regarding this plan or Title I Parent and Family Engagement, please contact:

**Sheryl Matthews, Ed.S.**

**Title I Parental Engagement Specialist**

**[sheryl.matthews@henry.k12.ga.us](mailto:sheryl.matthews@henry.k12.ga.us)**

**770-898-2792 ext 131**





October 2021

Welcome to the 21-22 school year at EXCEL Academy!

I am Christina Trevant, and I serve as your Parent Involvement Professional (PIP). My job is to support you, our parents, guardians, and caregivers. My goal is to strengthen the partnership between home and school so that you can be fully engaged in your child's learning. At EXCEL Academy, we want families to be active participants in the life of the school and feel welcomed, valued, and connected to each other, to school staff, and to what students are learning and doing in class.

As your Parent Liaison, my goal are to motivate, assist, communicate and empower you by creating programs, workshops and events. EXCEL Academy, will provide a variety of activities and resources to support our academic goals. This school year has started off different, with a least taking place from a distance, but we are still committed to providing support to you.

The Parent Resource Room is STILL OPEN by appointments only. We have several items available for you to checkout that will help assist with your child. I would be honored to be able to assist and show you what we have to offer in our Parent Resource Room.

Remember, EXCEL Academy is here for you. Please, continue to communicate and work with your child's teacher. If you have a question, comment, or problem, feel free to contact me. With the support of our administration, staff and community, we will collaborate together to make sure the success of our students

Christina Trevant  
PIP (Parent Involvement Professional)  
Christina.Trevant@henry.k12.ga.us  
770-957-4101



Date: September 15, 2021

**PROFESSIONAL QUALIFICATIONS OF TEACHERS AND PARAPROFESSIONALS**

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, EXCEL Academy would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s).

The following information may be requested:

- Whether the student's teacher- and/or paraprofessional (s) has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; o is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and o is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact the Principal, Ms. Lila Brown, at 770-957-4101.

Sincerely,

A handwritten signature in black ink that reads "Lila K. Brown". The signature is written in a cursive, flowing style.

Ms. Lila K. Brown

Principal

EXCEL Academy  
Parent and Family Engagement Plan for Shared  
Student Success  
2021-2022 School Year



Ms. Lila Brown Ed.S., Principal  
Dr. Keshia Dixon-Mosley, Assistant Principal  
Christina Trevant, Parent Involvement Professional  
330 E. Tomlinson Street  
McDonough, GA 30253  
770-957-4101  
[www.henry.k12.ga.us/excel](http://www.henry.k12.ga.us/excel)

Cualquier forma, documento o carta que desea traducir en otro idioma, por favor, ver a Mary Parker a 770-957-4101 o [mary.parker@henry.k12.ga.us](mailto:mary.parker@henry.k12.ga.us)

Final November 12, 2020

## What Is Title I?

EXCEL Academy is identified as a Title I school as part of Every Student Succeeds Act (ESSA). The purpose of Title I is to support State and local school reform efforts tied to the challenging State academic standards to improve teaching and learning for students. Title I programs must be based on effective means of improving student achievement and include strategies to support family engagement. All Title I schools must jointly develop with parents and family members a written parent and family engagement plan. The plan describes ways the school will engage families in their child's academic progress.

## *School Plan for Shared Student Achievement*

### **What is it?**

This is a plan that describes how EXCEL Academy will provide opportunities to improve parent engagement to support student learning. EXCEL Academy values the contributions and involvement of our families in order to establish an equal partnership for the common goal of improving student achievement. This plan describes the many ways that EXCEL Academy will support parent engagement and how parents/guardians can help plan and participate in activities and events to promote student learning at school and home.

### **How is it revised?**

EXCEL Academy invited all parents to attend our Parent Input Meetings to review and revise this Parent and Family Engagement Plan, as well as our Schoolwide Plan, our School-Parent Compact and the Title I Budget (including the parent and family engagement budget). We also invited all parents share ideas on topics to build staff capacity for parent and family engagement. The plan is posted on our school website for parents to view and post feedback throughout the year. We also distribute an annual survey by sending it home with students and posting it online to ask parents for their suggestions on the plan and the use of funds for parent and family engagement. All unsatisfactory comments from parents will be submitted to the Principal and action will be taken through the appropriate chain of command.

### **Who is it for?**

All students of EXCEL Academy participating in the Title I, Part A program, and their families, are encouraged and invited to fully participate in the opportunities described in this plan. EXCEL Academy will provide full opportunity for the participation of parents with limited English, parents with disabilities and parents of migratory children.

### **Where is it available?**

We will distribute the plan to all parents during the scheduled Annual Title I event. The plan will also be posted on the school website and social media. Parents can also retrieve a copy of the plan in the Parent and Family Resource Center.

# EXCEL Academy 2020-2021 Parent and Family Engagement Plan For Shared Student Success

## 2021– 2022 Henry County District Goals

- Advanced PreK-12 learning opportunities and experiences for all students.
- Advance effective leadership and classroom instruction.
- Advance connectivity to value and engage all students, employees, and partners in our growing community.

## 2021-2022 EXCEL Academy School Goals

- Student Performance on EOC courses (Algebra I, Geometry, 9<sup>th</sup> Grade Literature, American Literature, Biology, Physical Science, and U.S.) will improve by 5% for Proficient Level performance during the 2021-2022- school year.
- By the end of the 2021-2022 school year, there will be 100% implementation of PBIS school-wide procedures.
- By the end of 2021-2022 school year, EXCEL Academy will develop and implement an affective involvement plan.

## School-Parent Compact

**As part of this plan, EXCEL Academy and our families will develop a school-parent compact, which is an agreement that parents, teachers, and students will develop that explains how parents and teachers will work together and share responsibility in making sure all of our student's reach grade-level standards. The compacts will be reviewed and updated annually based on feedback from parents, students and teachers during Spring and Fall Parent & Family Input meetings. Discussion of the school-parent compact is encouraged during parent-teacher conferences and extra copies are available in our parent resource room.**

## *Let's Get Together!*

**EXCEL Academy will host the following events to build the capacity for strong parent and family engagement to support a partnership among the school, parents, and the community to improve student academic achievement. (Watch for morning and/or evening meeting times.)**

### **Open House – (Date to be determined)**

- Meet your child's teacher and our friendly and helpful school staff.

### **Fall Parent & Family Input – First session 10/23/2020/ Second session (Date to be determined)**

- Learn about our Title I program. Opportunity to provide feedback on several Title I documents, and input on Building Staff Capacity

### **Annual Title I Meeting(s) – First session 10/23/2020 /Second session (Date to be determined)**

We encourage all EXCEL Academy parents and families to attend; however, the information from these meetings will be made available on our school website as well.

- Join us to learn more about our Title I program, and how it supports our academic goals. (Our parent and family engagement plan, the schoolwide plan, the school-parent compact, and the parents' requirements)
- Curriculum discussion

### **Parent Workshops – Various Topics and Dates to be determined.**

- Learn ways to communicate and work with teachers.
- Learn academic strategies to help support and improve your child's academic progress.
- Literacy – Technology – Copyright Piracy harms etc...

### **Parent Teacher Conferences – *Please schedule with your child's family (Homeroom) teacher.***

- Get updates on your child's academic progress.
- Learn ways to help improve your child's academic achievement.
- Opportunity to discuss our curriculum and our school-parent compact

### **Student Led Conferences – Two per Semester-Dates- (Dates to be determined)**

- Connect with your child.
- Learn about your child's academic performance, goals and action steps.
- Support your child as he/she *takes ownership for his/her learning. (Student Agency)*

### **iMoms with Study Tips – Monthly, 3rd Friday of every month @8:00am in EXCEL Media Center (Dates to be determined)**

### **All Pro Dads with Study Tips– Monthly, 4<sup>th</sup> Friday of every month @8:00 in EXCEL Media Center (Dates to be determined) (If meeting date falls on a holiday, it will be held on 3<sup>rd</sup> Friday)**

### **GA Milestones Parent Informational Workshop – (Dates to be determined)**

- Description/explanation of the assessments used to measure student progress and achievement levels of the challenging State academic standards of excellence
- Assessment results and interpretation of those results

### **Mentoring Session for High School Students**

- 2<sup>nd</sup> Friday of each month during 6<sup>th</sup> period



## **Parent and Family Engagement Standards**

**EXCEL Academy and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:**

- 1. Welcoming All Families**
- 2. Communicating Effectively**
- 3. Supporting Student Success**
- 4. Speaking up for Every Child**
- 5. Sharing Power**
- 6. Collaborating with Community**

### **Parent and Family Engagement**

EXCEL Academy believes that family engagement means the participation of parents and family members in regular two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- That parents play an integral role in assisting their child's learning.
- That parents are encouraged to be actively involved in their child's education at school.
- That 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.

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### **EXCEL Academy**

EXCEL Academy is committed to helping our parents & families attend the family activities listed in this plan. If childcare or transportation are a problem, please email or call us. We will do our best to arrange an individualized meeting or online opportunity.

**Christina Trevant (Parent Involvement Professional)**  
**Christina.Trevant@henry.k12.ga.us**  
**770-957-4101**

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### **Building School-Staff Capacity**

Each Title I school shall educate teachers, specialized instructional support personnel, principals, and other school leaders, and staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to communicate and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. Based on our parent survey data, EXCEL Academy staff will receive ongoing training and support on topics like:

- Establishing an Open Line of Parent/Teacher Communication
- Avoiding the Use of "Teacher Lingo" (acronyms) when Communicating with Parents
- Helping Parents with Parent/Teacher Conferences "Preparation"

# EXCEL Academy 2020-2021 Parent and Family Engagement Plan For Shared Student Success

## Parent and Family Engagement Standards

EXCEL Academy and our parents have adopted the National PTA Standards for Family-School Partnerships as the school's model in engaging parents, students, and the community. These standards are:

7. Welcoming All Families
8. Communicating Effectively
9. Supporting Student Success
10. Speaking up for Every Child
11. Sharing Power
12. Collaborating with Community

## EXCEL Academy Community Team

EXCEL Academy invites all parents to join the School Community Team to share ideas and ways to involve other parents and family members to build partnerships with school, families and the community. The team will meet throughout the school year, but families are welcome to submit their ideas or suggestions at any school activities and meetings, as well as through our parent surveys and website. To learn more about the School Community Team, please contact Christina Trevant at 770-957-4101 or [Christina.Trevant@henry.k12.ga.us](mailto:Christina.Trevant@henry.k12.ga.us), or complete and turn in an interest form.

(CUT HERE)

## EXCEL Academy School Community Team

- Yes, I am interested and wish to join the School Community Team
- Please contact me so I can learn more
- Please send me notifications about future meetings and updates

Name: \_\_\_\_\_

Child's Name and Grade: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_



## Share Your Thoughts

If you have any suggestions or if there is any part of this plan that you feel is not satisfactory with the students' and the school's goals for academic achievement, please provide us with your comments in the space provided and leave this form in the front office or Family Resource Room.

**Name:** (optional) \_\_\_\_\_

**Telephone Number:** (optional) \_\_\_\_\_

**Suggestions/Comments/Questions:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# What is a School-Parent Compact?

A School-Parent Compact for Achievement is an agreement that parents, students and teachers develop together. It explains how parents and teachers will work together to make sure all of our student's reach grade-level standards.

Effective compacts:

- Link to goals of the school improvement plan
- Focus on student learning skills
- Describe how teachers will help students develop those skills using high-quality instruction
- Share strategies parents can use at home
- Explain how teachers and parents will communicate about student progress
- Describe opportunities for parents to volunteer, observe, and participate in the classroom

## Jointly Developed

The parents, students and staff at EXCEL Academy collectively developed this School-Parent Compact for Achievement. Teachers suggested home learning strategies. Parents added ideas to tailor the strategies to students' needs. Students told us what would help them learn. Meetings are held each year to review the compact and make changes based on student needs and EXCEL Academy's academic achievement goals.

Parents are welcome to contribute comments on the compact at any time.

For more information or to volunteer, participate or observe, please contact Mary Parker via email: [mary.parker@henry.k12.ga.us](mailto:mary.parker@henry.k12.ga.us) or phone (770) 957-4101. You may also visit Ms. Parker in the Parent Resource Room located in the school's Media Center. M-F 3:15pm – 5:00pm

## Building Partnerships

EXCEL Academy offers many ways for parents, students and teachers to work together for success.

- Parent-teacher conferences - review students' progress
- Open House – meet child's teachers
- Teachers' webpages - teacher introduction and resources
- Parent meetings & workshops - \*See Plan for details
- Volunteering/observing
- Parent Resource Room – check out resources

## Communication about Student Learning

EXCEL Academy is committed to frequent two-way communication with families about children's learning. Some of the ways you can expect us to reach you are:

- Regular Parent-teacher Conferences, at which the compact will be discussed
- School Website
- Emails from Teachers, Principal & Parent Involvement Professional
- Automated Phone Calls
- Parent News Calendar
- Flyers Sent Home
- Text & "Remind" Messages
- Parent Resource Room
- Welcome Boards in Lobby

Cualquier forma, documento o carta que desea traducir en otro idioma, por favor, ver a Christina Trevant 770-957-4101 at [mary.parker@henry.k12.ga.us](mailto:mary.parker@henry.k12.ga.us)

EXCEL Academy

Title I

2021-2022

School-Parent Compact for Student Achievement

FINAL November 12, 2021



Excel in Character and Education for Life

330 E. Tomlinson Street  
McDonough, GA 30253  
770-957-4101

[www.henry.k12.ga.us/excel](http://www.henry.k12.ga.us/excel)

Our Mission:

To provide a positive and safe environment for each stakeholder to grow academically, socially, and emotionally.

Our Beliefs:

- ALL students can learn and achieve.
- Students learn better when they take ownership of their education.
- Students need a safe environment in which to learn.
- Student self-awareness empowers critical thinkers, problem solvers, and viable, competent citizens.
- Students benefit from opportunities that address cultural diversity and global responsibilities.
- Stakeholder collaboration is essential in developing the whole student.
- Appropriate use of technology enhances achievement.
- Positive relationships matter.

## Teacher Agreement

## Parent Agreement

### Our 2021-2022 Goals for Student Achievement

#### 2021 – 2022 Henry County District Goals

- All schools/applicable departments will develop and implement a plan to meet the academic, and social and emotional needs of all students and staff.
- 100% of the classroom instruction will consistently incorporate research-based and personalized learning strategies that will increase rigor in the classroom and improve student achievement.

#### 2021 -2022 EXCEL Academy Goals

- Student Performance on EOC courses (Algebra I, Geometry, 9<sup>th</sup> Grade Literature, American Literature, Biology, Physical Science, and U.S.) will improve by 5% for Proficient Level performance during the 2021- 2022- school year.
- By the end of the 2021- 2022 school year, there will be 100% implementation of PBIS school -wide procedures.
- By the end of 2021 -2022 school year, EXCEL Academy will develop and implement an affective involvement plan.

#### Focus Areas

- **Reading comprehension, specifically reading informational texts and vocabulary development**
- **Math proficiency**



**Cultivate. Grow. Harvest.**

Teachers' contact info is located on the school website:  
[www.henry.k12.ga.us/excel](http://www.henry.k12.ga.us/excel)

You may also contact the Parent Involvement Professional at [Christina.Trevant@henry.k12.ga.us](mailto:Christina.Trevant@henry.k12.ga.us) or 770-957-4101

### We believe that our students can be successful.

#### We will:

- Provide websites like IXL, Khan Academy, Odysseyware, USA Test Prep, etc. for students to explore and practice skills in reading comprehension-vocabulary and math
- Encourage students to read books, magazines or news articles that are of interest to them by going online or visiting the local library
- Encourage students to use reflection questions to strengthen reading comprehension
- Model a love for reading
- Encourage students to play critical thinking games that help with vocabulary and math such as Charades, Pictionary, Scrabble, and digital math games
- Encourage students to participate in activities that involve math such as cooking/recipe measurements, grocery budgets/shopping lists, and small home improvement projects that involve planning, measurements, budgets and spending, etc.
- Encourage students, parents and families to keep an open-line of communication to stay informed of student progress especially as it relates to reading comprehension-vocabulary and math proficiency

### I believe that my child can be successful.

#### I will:

- Encourage my child to visit teacher recommended websites such as IXL, Khan Academy, Odysseyware, USA Test Prep, etc. to explore and practice skills in reading comprehension-vocabulary and math
- Encourage my child to find and read books, magazines or news articles that are of interest to him/her by going online or visiting the local library
- Encourage my child to use reflection questions to strengthen their reading comprehension skills
- Model the importance of reading by reading around my child
- Encourage my child to play critical thinking games that help with vocabulary and math such as Charades, Pictionary, Scrabble, and digital math games
- Encourage my child to participate in activities that involve math such as cooking/recipe measurements, grocery budgets/shopping lists, and small home improvement projects that involve planning, measurements, budgets and spending, etc.
- Keep an open-line of communication with my child and his/her teacher, to stay informed of my child's progress especially as it relates to reading comprehension-vocabulary and math proficiency

## Student Agreement

### I believe that I can be successful. I will:

- Visit teacher recommended websites to explore/practice skills in reading comprehension -vocabulary and math
- Read books, magazines and news articles of interest to me and use reflection questions to aid in comprehension
- Play games that help my understanding of words, numbers and math
- Participate in activities that involve math such as cooking, grocery shopping and small home improvements
- Communicate with my teachers and parents regarding my progress especially as it relates to reading comprehension- vocabulary and math
- Set academic goals and action steps for each class, and monitor them at least weekly



# HENRY COUNTY BOARD OF EDUCATION

**Annette Edwards**  
 annette.edwards@henry.k12.ga.us  
 District 5

**Holly Cobb**  
 holly.cobb@henry.k12.ga.us  
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 joshua.hinton@henry.k12.ga.us  
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 maryelizabeth.davis@henry.k12.ga.us  
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 sophe.pope@henry.k12.ga.us  
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**Dr. Pam Nutt**  
 pam.nutt@henry.k12.ga.us  
 District 1

## Henry County Schools 2020-021 Calendar



\* ES & Seniors Only

- Entire District Closed
- Students & Teachers Out
- Students Out
- First Day of Semester
- Report Cards

### IMPORTANT DATES

1st Day of School  
**Aug. 17**  
 Labor Day  
**Sept. 7**  
 Fall Break  
**Sept. 21-25**  
 Thanksgiving Break  
**Nov. 23-27**  
 Semester Break  
**Dec. 21 - Jan. 5**

2nd Semester Starts  
**Jan. 6**  
 MLK Day  
**Jan. 18**  
 Presidents Day  
**Feb. 15**  
 Winter Break  
**Feb. 16-19**  
 Spring Break  
**Apr. 5-9**  
 Last Day of School  
**May 26**

### IMPORTANT STAFF DATES

District-Based Professional Learning Days  
**July 29, Nov. 3, Jan. 5**  
 School-Based Professional Learning Days  
**July 27-28, July 30-31, Jan. 4, May 27-28**

The Henry County Board of Education has authorized the publication of this handbook in accordance with School Board policies and applicable laws. It contains important information for parents, students, school personnel, visitors, and residents. Have a great school year!