

Putnam Middle School

Parent & Family Engagement Plan



2023-2024

JOINTLY DEVELOPED

Putnam Middle School 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.

<p><u>High-Quality Curriculum and Instruction:</u></p> <p>Putnam Middle provides high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:</p> <ul style="list-style-type: none"> • <i>Our academic campaign will embrace previous successful school programs and will spark new initiatives that will certainly take on challenges that will prepare our young scholars to be strategic thinkers, competitive, resilient, and poised for the 21st century.</i> 	<p><u>Regular Two-Way Meaningful Communication:</u></p> <p>Putnam Middle ensures regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.</p> <ul style="list-style-type: none"> • <i>We will provide regular meetings, parent-teacher conferences, and open lines of communication can help address concerns promptly, share achievements, and build a supportive community. The use of digital platforms and tools can also enhance communication by making it easier for all parties to stay informed and engaged.</i> 	<p><u>Annual Title I Meetings</u></p> <p>Putnam Middle 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, P school parent and family engagement policy, the schoolwide plan, and the school-parent compact.</p> <p>Our Annual Title I Parent Meetings will be held:</p> <ul style="list-style-type: none"> • <i>We will communicate virtual & in-person with all families through:</i> • <i>Parent Corner (School Website), Google Forms, Phone & email communication</i> • <i>Parent/Teacher Conferences</i> • <i>Schoolwide Family Nights & Events</i> • <i>Parent & Community Meetings</i> • <i>Additional Communication Tools</i>
<p><u>Parent-Teacher Conferences:</u></p> <p>Putnam Middle will hold parent-teacher conferences as</p>	<p><u>Volunteer Opportunities:</u></p> <p>Putnam Middle provides opportunities for parents to volunteer and participate in their child's class, and to</p>	<p><u>School-Parent Compact:</u></p> <p>Putnam Middle 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</p>

<p>it relates to the individual child's achievement.</p> <ul style="list-style-type: none"> • <i>Parent conferences/meetings with teachers and staff when permitted.</i> 	<p>observe classroom activities, as follows:</p> <ul style="list-style-type: none"> • <i>Parent volunteers will be able to volunteer on certain days and class observations when time permits.</i> 	<p>and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.</p> <p><i>(Parents have access to the compact during registration)</i></p>
<p><u>Frequent Reports:</u></p> <p>Putnam Middle provides parents with frequent reports on their children's progress.</p> <ul style="list-style-type: none"> • <i>[Parents will have access to progress reports and report cards. Progress reports will be provided in the middle of the nine weeks. Report cards will be distributed at the end of the nine weeks.]</i> 	<p><u>Contacting and Communicating with School Staff:</u></p> <p>Putnam Middle Staff will be available for consultation with parents as follows:</p> <ul style="list-style-type: none"> • <i>Staff will be available for parent/teacher conferences when permitted.</i> 	<p><u>Reservation Of Funds</u></p> <p>Putnam Middle will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for Parent and Family Engagement is spent.</p> <ul style="list-style-type: none"> • <i>All parents are invited to complete the google form in Putnma's Parent Corner from the end of October – end of November to give input on how these dollars will be spent.</i> • https://forms.gle/Lb2DtVn2cEs6oDCm9

Coordination Of Services

Putnam Middle 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:

- *Common Ground
The Vine Church
Young Life
Mentoring programs for
parents and students to
provide emotional, social,
mental support.*

Building Capacity of Parents

Putnam Middle 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
- 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 challenging State's academic standards
 - The State and local academic assessments including alternate assessments.
 - The requirements of Title I, Part A
 - How to monitor their child's progress
 - How to work with educators to improve the achievement of their child.

(Parents will have the opportunity to give feedback in person, via email and /or google forms as well as in Parent meeting opportunities in person and zoom.

Parent meetings will be offered twice daily, in the morning and afternoon to better assist parent's in the ability to participate in decision making regarding their child's education.

Regarding the Title I budget, parents will be able to give feedback, and suggestions via Google form available in our parent corner on the Putnam Middle School website.

Building Capacity of School Staff

Putnam Middle 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:

- *Parent Corner, School Website, Google Forms, Phone & Email communications, parent/teacher conferences, schoolwide family nights & events, parent & community meetings, & additional communication tools.*

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School Calendar of Events

(Describe/List activities, such as workshops, conferences, classes that parents are invited to participate and/or engage in. Include dates, times, and location.

Note: There may not be any events every month. Only include the months you would like to invite parents to an event.

Example:

August

Annual Title I Parent Meetings:

August 7, 2023 @ 10:00 a.m. / In-Person

August 15, 2024 @ 6:00 p.m./ Virtual (Check school website for more information)

September

September 14, 2023 @ 11:00A.M. – Grandparents Luncheon

October (State Family Involvement Month)

October 19, 2023 @ 6P.M. – Open House

November/December

November 9, 2023 @11A.M. – Thanksgiving Luncheon

December 12, 2023 @ 1P.M. – Christmas Program

January

January 25, 2024 @6P.M. – STEM Night

February

February 22, 2024 @ 1P.M. – ELA

March

March 14, 2024 @ 6P.M. – Math Night

April

April 4, 2024 @ 6P.M. – Testing Readiness

May/June

May 9, 2024 @ 7:30 A.M. – Safe Summer/Continuous Education