

## 2023-2024 Family Engagement Plan



**School:** Jefferson High School

**Team Members:**

- Camille Cureton, JHS Principal
- Nichole Weekes, JHS English Teacher
- Megan Brandley, JHS Title I Para
- Rosella Roberts, Parent
- Sunny Johnson, Parent

### Smart Goals:

1. Student and Parent Information - Jefferson High School will provide a parent resource center for parents to access during normal operational hours during the 2023 – 2024 school year.
2. Communication - Jefferson High School faculty and staff will use various communication strategies to provide additional information to parents to increase parental involvement in supporting classroom instruction.
3. Parent involvement - Jefferson High School will hold parent meetings, conferences, and activities regularly throughout the school year to increase parental involvement and build staff and parent capacity to engage in these efforts.

Student and Parent Information				
Jefferson High School will provide a parent resource center for parents to access during normal operational hours during the 2023 – 2024 school year.				
Engagement Activity	Action Item	Persons Responsible	Dates	Evidence
1. Parent resource center 2. JHS school website 3. Welcome Packet	1. Parents can use a computer at JHS to check grades and visit educational sites. 2. We will also provide brochures and pamphlets for parents and students with relevant topics, including local job opportunities. 3. Parents will be encouraged to view the Title I Plan on JHS's webpage and the provided printed copy in	1. Front office staff 2. Counselor 3. Faculty and Staff 4. Front office staff 5. Admin	2023-2024 school year	1. School Messenger sent items 2. JHS School website 3. Parent Resource Center 4. Facebook posts 5. Instagram posts 6. "Welcome to JHS packet" mailed out to every student household at the beginning of the 2023-2024 school year.

	<p>the parent resource center.</p> <p>4. "Welcome to JHS packet" mailed at the beginning of the 2023-2024 school year. The packet will include:</p> <ul style="list-style-type: none"> <li>a. the JSD251 2023-2024 District Calendar,</li> <li>b. 2023-2024 JHS-specific events calendar,</li> <li>c. Parent Compact,</li> <li>d. Title I plan.</li> </ul> <p>5. Messages will go out to all parents via School Messenger, regular mail, and emails, that the computer and resources are available.</p>			
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#### Communication

Jefferson High School faculty and staff will use various communication strategies to provide additional information to parents to increase parental involvement in supporting classroom instruction.

Engagement Activity	Action Item	Persons Responsible	Dates	Evidence
1. PowerSchool grade updates 2. Summit Parent Login 3. Emails/Texts from faculty	1. Teachers will routinely contact parents individually to communicate about their child's progress and needs. 2. The school's website will be updated regularly to provide relevant information with a calendar of events. Additionally, a tab will be added to provide a list of the resources available in emergencies.	1. JHS Faculty 2. Front office staff and Admin 3. Admin 4. JHs Faculty 5. JHS Faculty and Front office staff	1. 2023-2024 School year 2. End of TRI 1 11/17/2023 3. End of TRI 2 2/29/2024 4. End of TRI 3 5/31/2024	1. Faculty contact logs 2. School website 3. Record of messages sent 4. Student binders 5. Postcards

	<ul style="list-style-type: none"> <li>3. The school will send mass text messages and letters informing parents of meetings and important events.</li> <li>4. The school will use the student handbook, website, parent resource center, Facebook, and individual student binders to share the school's Title I Plan and how to get a copy upon request.</li> <li>5. Faculty will send a postcard home to parents each time their student(s) earns a credit/completes a class.</li> </ul>			
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#### Parent Involvement

Jefferson High School will hold parent meetings, conferences, and activities regularly throughout the school year to increase parental involvement and build staff and parent capacity to engage in these efforts.

Engagement Activity	Action Item	Persons Responsible	Dates	Evidence
<ul style="list-style-type: none"> <li>1. Career Night</li> <li>2. FAFSA &amp; Scholarship Night</li> <li>3. Student Success Night with a provided dinner</li> <li>4. Parent Teacher Conferences</li> <li>5. Tuesday and Thursday Night classes</li> <li>6. Friday Support</li> </ul>	<ul style="list-style-type: none"> <li>1. Meetings will include (2) parent/teacher conferences where teachers can discuss student achievement and progress. Parents will be given a summary of the student's test scores and an explanation of the intervention(s) teachers are using to assist the student in reaching achievement goals. Parents, students, and educators will discuss how</li> </ul>	<ul style="list-style-type: none"> <li>1. Faculty and staff</li> <li>2. Front office staff and Admin</li> <li>3. Front office staff and Admin</li> <li>4. Counselor</li> </ul>	<ul style="list-style-type: none"> <li>1. Career Night = October 2023</li> <li>2. FAFSA night =</li> <li>3. Student Success night/Parent Teacher Conferences               <ul style="list-style-type: none"> <li>a. 10/11-12/2023</li> <li>b. 1/31-2/1/2024</li> </ul> </li> <li>4. Tues/Thurs nights September 2023 – May 2024</li> </ul>	<ul style="list-style-type: none"> <li>1. Career Night flyers and photos</li> <li>2. Sign in</li> <li>3. Sign in and pictures</li> <li>4. Parent sign in</li> <li>5. Attendance recorded in an Excel sheet</li> <li>6. Attendance records</li> </ul>

	<p>they can support these efforts.</p> <p>2. Parents will be invited to help us develop the parental involvement policy. We will get their input in a variety of ways.</p> <p>3. Each student's Parent(s)/Guardian(s) will be emailed an invitation to the evening meetings and events. With one of the invitations, we will also include a copy of the existing parent involvement plan, a form in which they can check a box stating their agreement/disagreement with the plan, and a space to write suggestions of what they would like to see implemented.</p> <p>4. These invitations will be provided in both English and Spanish.</p> <p>5. We will be available and schedule appointments by phone or in person to accommodate parents who want to discuss decisions and suggestions about their student's progress and cannot attend evening meetings.</p>			
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