

# Park Elementary

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Park is the Place to Be

13185 U.S. Hwy 27 North  
Hamilton, GA 31811

Dr. Allyson Douthit  
Principal

Mrs. Julie McCoy  
Assistant Principal



Mrs. Amanda Theus  
Assistant Principal

Mrs. Emily Henderson  
Counselor

August 19, 2022

Park Families,

We have officially completed the first two weeks of the school year! Congratulations on getting our Tiger Cubs back on a school routine! Regular school attendance not only promotes academics but also helps children increase their self-confidence. Here at Park Elementary, we want to help build healthy attendance habits right away by ensuring your child is present each day.

In order to better serve our students, the Harris County School District has implemented an attendance monitoring framework for the 2022-2023 school year. The policies can be referenced in the purple Student Behavior Code and Attendance Protocol Handbook that was sent home with students during the first week of school. The attendance monitoring framework will send formal notification letters to all students who accrue *three or more* absences during the school year via your Infinite Campus Parent Portal.

The notifications are sent:

- After three absences, a formal letter is sent to the parent/guardian of an attendance concern
- After five absences, a formal letter is sent to the parent/guardian of an attendance issue. A school designee will contact the parent/guardian to address the concern.
- After seven absences, a formal letter is sent to the parent/guardian of the continued attendance issue and interventions are warranted. The school counselor will then be notified of the concern.

After 10 absences, the school counselor will notify the social services department to request additional support.

These formal notification letters will begin being delivered next week. It is important to understand that the school is responsible for accurate reporting to the state and will uphold the protocols set forth by the Harris County Board of Education. If you have questions or want to share feedback, the school is the first place to call or write. We value the opportunity to discuss matters of concern with you so we may work together.

With Children as our Focus,

Dr. Douthit  
Principal