

2022-2023 SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN
SCHOOL NAME: Callahan Intermediate School

Assurances

- The school will be governed by the statutory definition of parental involvement in section 8101(39), and will carry out programs, activities, and procedures in accordance with section 1116(b);
- Involve the parents and families of children served in Title I, Part A programs in decisions about how funds reserved for parental and family engagement are allotted for activities [Section 1116(a)(3)(B)]
- Jointly develop with and disseminate to parents and family members the school parental and family engagement plan in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand.[Section 1116(b)(1)];
- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parental and family engagement plan and the joint development of the schoolwide program plan under section 1114(b)(2) [Section 1116(c)(3)];
- Use the findings of the parental and family engagement plan annual evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the school's parental and family engagement plan [Section 1116(a)(2)(E)];
- If the plan for Title I, Part A, developed under Section 1112, is not satisfactory to the parents of participating children, the school will submit parent comments with the plan when the school submits the plan to the local educational agency [Section 1116(b)(4)];
- Provide to each parent an individual student report about the performance of their child on the state assessment [Section 1112(e)(1)(B)(i)];
- Provide each parent timely notice information regarding their right to request information on the professional qualifications of the student's classroom teachers and paraprofessionals [Section 1112(3)(1)(A)].
- Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned. [Section 1112(e)(1)(B)(ii)1(h)(6)(B)(ii)];

Questions have been reordered to align with the Every Student Succeeds Act (ESSA) of 2015. New questions have been added and guidance is provided for how to respond to each question. Most questions are not new and can be found in the prior year PIP under the same headings.

Mission Statement

1. Parental and Family Engagement Mission Statement (Optional)

Include:

How the parent and family engagement plan is a shared responsibility.

How the parent and family engagement will assist in providing high quality instruction for all learners.

Response: Callahan Intermediate School believes that positive parental involvement is essential to student achievement and success; therefore, we promote the involvement of our parents in all aspects of our Title I programs. The School Advisory Council has the responsibility for developing, implementing and evaluating the various school level plans, including the School Improvement Plan and the Parent and Family Engagement Plan. More than 50% of the School Advisory Council is composed of non-school employees (parents and community members) who are elected by their peers. Parents were given the opportunity to review the plans and offer their input prior to approval of the plans. Parents gave input about the entire Title I program on parent surveys and climate surveys at the end of the year, particularly with regard to parent involvement and training needed to help their children. Results of the parent surveys are reviewed by the SAC to explore needed changes. The SAC will decide what changes are needed and how parent involvement funds will be expended to assist in providing high quality instruction for all learners.

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Parent Notification of the Parent and Family Engagement Plan

NEW

2. How are parents and the local community notified of the parent and family engagement plan in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand? [section 1116(b)(1)]

<p>Response: The parent and family engagement plan is disseminated to parents and local community members at our Annual Title I meeting/Community Fair. Hard copies are available to all stakeholders at the school site, as well as online via the school web page. The plan is provided in a language the parents can understand. Information is sent to every child in the student's primary language. Forms are available in multiple languages. The school will communicate with the parents in parent friendly language as much as possible. Our district also has an ESL coordinator who secures curriculum and supplies for ESL students and monitors their progress carefully. This coordinator also provides for any translation as needed. Information is also posted in multiple languages at the Nassau County District website. All schools in the Nassau County School District are handicapped accessible.</p>
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Annual Parent Meeting

3. How does the school notify and encourage all parents of Title I children to attend the annual Title I parent meeting? [section 1116(c)]

<p><i>Note: The information shared at the Annual Meeting should include the topics is #4 of the document.</i></p> <p>Response: An invitation to attend the annual Title I meeting is sent to all parents in our school wide "Welcome Back" letters. The invitation is also posted on the school web page.</p>

Communication

4. How does the school ensure the parents receive the following required information in a timely fashion according to section 1116(c):

- purpose and requirements of Title I;
- the importance of parent and family member involvement;
- a description and explanation of the curriculum in use at the school; the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards;
- and if requested by parents, 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.

<p><i>Include:</i></p> <p><i>How the school will provide timely information about the Title I programs.</i></p> <p><i>How parents are informed of the importance of their engagement in their child's education.</i></p> <p><i>How the school will describe and explain the curriculum at the school and the state and local assessment administered.</i></p> <p><i>How, if requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child(ren)?</i></p> <p><i>Note: This information is usually shared at the Title I Annual Meeting.</i></p>

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Response: The Annual Title I Meeting is the platform used to disseminate information about our Title I program and services. Parents will also be made aware of the issuance of the Parent Desk Reference which will include information on their rights as Title I parents, as well as state academic standards. Classroom teachers use this time to describe and explain the curriculum used at the school level and to explain the state and local assessments that will be administered this year. Information will also be given about the SAC where parents are encouraged to give input, suggestions and help make decisions regarding their child's education. Teachers provide class expectations, the grading process and assessments in the School/Home Communication Folder. Student progress information is also made available to parents in multiple formats on a regular basis (every two weeks at a minimum). This information is also available on the school webpage. The goal of this meeting is to outline the parental involvement opportunities afforded to parents and convey the importance of parent engagement in their child's education.

Flexible Parent Meetings

5. Describe how the school will offer a 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 related to parental involvement [Section 1116(c)(2)].

Include:

How the school offers a flexible number of meetings, such as meetings in the morning or evening.

How the school will provide (with Title I funds) transportation, child care or home visits.

Response: Callahan Intermediate School will host numerous events and meetings that promote parental and family involvement. Meals/snacks are provided as appropriate. Activities are provided for all age groups to promote family involvement. Activities are held at a variety of times and days to improve parent participation. The use of Title I funds to provide transportation, child care, and other assistance will be considered as needed. Particular effort will be made to include the whole family in activities providing health issues permit.

Shared Responsibilities for High Student Academic Achievement

6. Describe how the school will involve parents in an organized, ongoing, and timely manner, in:

- the planning, review, and improvement of Title I programs;
- the planning, review, and improvement of the school parent and family engagement policy;
- the joint development of the schoolwide program plan under section 1114(b);
- the decisions regarding how funds for parental involvement will be used.

[Section 1116(c)]

Include:

How the school involved parents and families in an organized, ongoing, and timely manner, in the planning, review and improvement of Title I programs, the School Parent and Family Engagement Plan, the Schoolwide Plan (School Improvement Plan), and in the decisions made regarding how funds for Title I will be used.

Response: Parents will be afforded the opportunity to provide feedback concerning Title I programs and family engagement strategies via the school climate survey and specific event surveys hosted for parental engagement. All survey data will be collected and reviewed by the School Advisory Council. The SAC meets regularly to discuss, organize and evaluate, parental involvement policies and opportunities, use of Title I funds, and schoolwide programs.

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NEW

7. Describe how the school will jointly develop with parents for all 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 in accordance with section 1116(d).

Include:

How parents are involved in the development of the compact.

Note: This requirement used to be an upload of the School-Parent Compact.

Response: The School Advisory Council is responsible for jointly developing the school-parent compact which outlines how parents, school staff, and students will share the responsibility for improved student academic achievement. Annually the School-Parent Compact is evaluated by the SAC and parental input from school climate surveys is utilized to revise/update the School-Parent Compact to ensure all stakeholders are working cooperatively to ensure student success.

Building Capacity/Staff Development

8. Describe how the school will implement the following required activities that will build the capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement. [Section 1116(e)]

- How will the school provide assistance to parents in understanding the challenging State academic standards, State and local academic assessments, how to monitor their child's progress, and work with educators to improve the achievement of their children?

Response: Parents receive information concerning the state standards and local and state assessments at the annual Title 1 Meeting. Classroom teachers are available to meet and conference with parents concerning their child's academic progress and pupil progression requirements throughout the year. Parents are equipped with weekly communication folders/binders and have access to our online grading system, (FOCUS) to monitor student progress as well. Parents also receive bi-weekly printed progress reports of their child's classroom progress.

- How will the school provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parental involvement?

Response: A variety of parental involvement opportunities will be made available to parents to provide them with training and materials needed to work with their student at home in the area of reading, math, and science. During our parent nights, we place a strong emphasis on literacy and technology integration and discuss the harms of copyright piracy. We also put a strong emphasis on how parents can support their child at home. Parents are made aware of supplemental programs such as iReady, Renaissance Place, and IXL.

- How will the school 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

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equal partners, implement and coordinate parent programs, and build ties between parents and the school?

Response: All stakeholders will be provided training and the essential tools necessary to formulate and build ongoing relationships with both students and parents. Faculty and staff will utilize the school wide PBIS system, professional development, coaching and mentoring, and county volunteer program to partner/coordinate vital relationships with parents.

- How will the school coordinate and integrate parent involvement programs and activities with other Federal, State, and local 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?

Responses: Additional parental involvement programs and activities are coordinated with the school district to provide parents assistance and encourage full participation in their child's education. Examples include: Liaison for intervention and services, Child Find, CARRT, Family Matters of Nassau County, FIT program, and DARE program.

Accessibility

9. Describe how the school will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand. [Section 1116(f)]

Include:

A description of how the school will provide full opportunities for participation in parent/family engagement activities for all parents/families.

A description of how the school will share information related to school and parent/family programs, meetings, school reports, and other activities in an understandable, uniform format, and in languages that the parents/families can understand

Response: Information is sent to every child in the student's primary language. Forms are available in multiple languages. The school will communicate with the parents in parent friendly language as much as possible. Our district also has an ESL coordinator who secures curriculum and supplies for ESL students and monitors their progress carefully. This coordinator also provides for any translation as needed. Information is also posted in multiple languages at the Nassau County District website. All schools in the Nassau County School District are handicapped accessible.

Discretionary Activities (optional)

10. Will the school provide any of the following optional activities? [section 1116(e)(6)-(12)]

- involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training;
- provide necessary literacy training from funds received under this part if the local educational agency has exhausted all other reasonably available sources of funding for such training;

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- pay reasonable and necessary expenses associated with local parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- train parents to enhance the involvement of other parents;
- arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;
- adopt and implement model approaches to improving parental involvement; and
- establish a districtwide parent advisory council to provide advice on all matters related to parental involvement in programs.

Response: Callahan Intermediate School currently meets the requirements of the above question by implementing the following:

The SAC assists with identifying areas of needed professional development for teachers by reviewing the school climate survey data, Title I survey data, and reviewing teacher feedback. CIS will continue to provide services to parents to increase the partnership between home and school. Information regarding curriculum parent nights are provided using Title I funds to afford parents the opportunity to be trained to assist with their child's education at a variety of times. We will continue to provide these opportunities for parents and incorporate new strategies as needed to maximize parental involvement.

Evaluation of the prior year Parent and Family Engagement Plan

Building Capacity Summary

11. Provide a summary of activities provided during the previous school year that were designed to build the capacity of parents to help their children. [Section 1116(e)]

Include participation data on the Title I annual meeting.

Content and Type of Activity	Number of Activities	Number of Participants	Anticipated Impact on Student Achievement
Annual Title I Meeting	1	537	Provides parents with basic information about the Title I Program including their rights as a Title I parent and alerts parents to vital community services that are available
STEM Night	1	275	Informs parents of state and local expectations. Provides parents with meaningful activities to reinforce learning.
Bingo For Books	1	275	Promotes literacy for the entire family
Reading Under the Stars	1	335	Promotes literacy for the entire family. Informs parents of state and local expectations. Provides parents with meaningful activities to reinforce learning.
Positive Home/School Contact	Weekly/Monthly	624	Promotes quality positive relationship between parent and teacher
Home/School Communication folders & Student organizational binders	Weekly/Monthly	624	Keeps parents informed in a timely manner regarding student progress
School/Class Newsletter	Weekly/Monthly	624	Keeps parents informed of school and class activities. Classroom newsletters provide instructional assistance to parents on current curriculum.

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School Reach	Weekly/Monthly	624	Alerts parents to relevant school activities and news
Book Fair –Parents reading Nights	2	240	Promotes literacy for the entire family. One book fair was planned in conjunction with the PTO Winter event!

Barriers

12. Describe the barriers that hindered participation by parents during the previous school year in parental involvement activities. [Section 1116(a)(2)(D)(i)]

Include the steps the school will take during the upcoming school year to overcome the barriers (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background)

Barrier (Including the Specific Subgroup)	Steps the School will Take to Overcome
It is difficult for working parents to be involved in school activities	We will continue to offer a variety of activities at various times and days to maximize opportunities for parents and families to become involved. We also will continue to include snacks and meals as necessary.
Teachers are continuing to increase their knowledge and understanding of the new Florida Standards and assessments stay abreast of research based “best teaching practices”	Require teachers/grade levels to complete data analysis of 2022-2023 midyear diagnosis of Iready for grades 3-5. Provide planning time for teachers to align their instructional focus calendar with assessment standards. Provide quality professional development for teachers to continue to gain knowledge of, unpack and effectively teach new standards for ELA and Math. Provide continued education for parents on new standards and new testing requirements. Provide teacher with professional development on research based best teaching practices.
Student Tardiness and Absenteeism	Educate parents on pupil progression plans and state/district attendance requirements. Communicate in a timely manner concerning habitual tardiness and absenteeism. Celebrate/reward students with perfect attendance and utilize the school-wide PBS tier II strategies.