

**NASSAU SCHOOL DISTRICT**

**2024-2025 SCHOOL PARENT AND FAMILY ENGAGEMENT PLAN**  
**SCHOOL NAME: Southside Elementary**

**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)];

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*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.*

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**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:

Southside Elementary School believes that positive parent involvement is essential to student achievement and success, therefore, we promote parental involvement whenever possible. This includes opportunities to participate during the school day i.e. PTO events, picture day, or by appointment with teachers in classrooms and after school/evening activities such as STEAM Night or Literacy Night.

The School Improvement Plan, Parent Compact, and Parent and Family Engagement Plan are developed with parental input through our SAC meetings and surveys. The Title I Parent Survey results are reviewed by the School Advisory Council to explore needed changes. The information gathered from each of these measures is used to guide the school in providing high quality instruction for all learners.

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**Parent Notification of the Parent and Family Engagement Plan**

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)]

Response: Our Parent and Family Engagement Plan is presented at our Annual Title I Open House, SAC meetings and is on our School's website. Parents are notified through school newsletters and Open House that they can access the PFEP on the website or request a hard copy. A link to the plan from the school website will allow access on the school's monthly parent newsletter. Parents can request a copy through our front office including a translated version if requested in another language.

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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)]

Response: Parents are notified of the Title I Annual Meeting through the monthly school newsletters and calendar, school website, school Facebook page and weekly classroom newsletters. It is also communicated through Blackboard phone calls and Text Remind. In addition, our calendar is posted on our school's website/Facebook page, school newsletter, and school wide Remind.

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**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.

*Include:*

*How the school will provide timely information about the Title I programs.*

*How parents are informed of the importance of their engagement in their child's education.*

*How the school will describe and explain the curriculum at the school and the state and local assessment administered.*

*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)?*

*Note: This information is usually share at the Title I Annual Meeting.*

**Response:** Parents are notified of the Title I Programs through the monthly school newsletters and calendar and weekly classroom newsletters. It is also communicated through Blackboard and Text Remind. In addition, our calendar is posted on our school's website/Facebook. Through parent nights

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including Meet and Greet, Title I Annual Meeting, parent conferences, handouts etc. parents are notified of curriculum and assessments used including updated State Standards. Parents are also encouraged to join our PTO and SAC to formulate suggestions and to participate in decisions relating to the education of their children.

Information on how parents can be involved at SES will also be disseminated. Individual teachers will discuss parent involvement in their classrooms, community-wide expectations, the grading process, student progression and assessments. Student progress information is made available to students daily through FOCUS, weekly through School/Home Communication Folders, and ongoing through conferencing.

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### 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:**

Southside Elementary will host numerous events and meetings that promote parental and family involvement. Meals and snacks as well as incentives for participating will be provided as appropriate. The activities will be provided to all age groups and at extended times to promote family involvement. We hold a Meet and Greet, Title I Annual Meeting/Open House and parent conferences during the first quarter of the school year with staggered times to allow for parents with siblings. Dates are also coordinated with sister schools to consider parents of sibling's schedules. We will also conduct a Fall and Spring Parent Night to keep parents informed and involved. Extended time with extended parking will be provided to allow multiple opportunities for families to participate. Teachers will provide opportunities for conferences throughout the school year. Our SAC Committee meets quarterly with a virtual option and PTO meetings occur monthly with flexible times. The use of Title I funds to provide transportation, child care, and other assistance will be considered as needed.

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### 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:**

Our SAC Committee meets quarterly, and PTO meetings occur monthly with flexible times or using TEAMS meetings when needed. All parents are invited and notified of these meeting days and times. During the meetings, SAC members provide valuable input to evaluate parental involvement policies and opportunities, uses of Title I funds, and school-wide programs, school-wide data, and reflections.

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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:** We obtain feedback from our stakeholders regarding the School-Parent Compact during our SAC Meetings, Faculty, Grade Level and Leadership Meetings.

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### 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:** Southside Elementary will conduct various means of communication such as Open House, Meet and Greet, parent conferences, communication folders, newsletters, parent nights and the Digital Tuesday folder via the Remind app. Teachers and administration will inform parents of curriculum expectations and strategies for assisting their child, as well as their child's progress on school and district assessments. Short instructional/applicable videos will be added to weekly/monthly newsletters with the use of QR codes. Parents are equipped with weekly communication folders/binders and have access to our online grading system, (FOCUS) to monitor student progress as well. Parents receive beginning, middle and end of the year progress monitoring data through their child's classroom teacher. Parents also receive mid quarter 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:** Southside Elementary will host parent nights, Open House as well as conduct parent conferences and parent nights to provide materials and training to help parents work with their children including literacy tips and using technology. This will help promote quality and positive relationships between school and home.

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

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**Response:** Southside Elementary will conduct new teacher orientation, provide annual required training, assign mentor teachers, provide monthly new teacher meetings, attend weekly grade level collaboration meetings and provide professional development opportunities throughout the school year to support and instruct teachers of the value and utility of communicating with parents to build strong home and school relationships.

- 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:** Information regarding parent resources are sent home with students in newsletters, discussed during Problem Solving Team Meetings, and posted on our school's website. This information is also presented at the Title I Annual Meeting. 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, National Alliance on Mental Illness (NAMI), Starting Point and the FIT program to name a few.

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## 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 students in the student's primary language. The school will communicate with the parents in parent friendly language as much as possible. Southside also has an ELL paraprofessional who assists with communication of those families with limited English proficiency. Translation of documents, parent conferencing and support is provided to families as well as posted on the district website in multiple languages. Families with disabilities are provided accommodations as needed throughout Nassau County.

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## 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;
- 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;

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- 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: NA**

**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.*

<b>Content and Type of Activity</b>	<b>Number of Activities</b>	<b>Number of Participants</b>	<b>Anticipated Impact on Student Achievement</b>
Parent Nights	2	Approx. 450 per event	Parents were provided hands-on activities, strategy sheets and manipulatives how to assist their students in meeting grade level expectations.
Title I Annual Meeting	1	475	Parents were provided basic information on how to be involved and opportunities for supporting their students. As well as other important school information and Title I information. Parents had the opportunity to sign up for a parent conference.
Meet and Greet	1	400	Promoted communication with parents and teachers to collaborate throughout the school year.
Kindergarten Round Up	1	50	Provided parents with pertinent information and Kindergarten expectations to prepare for success.
PTO Meetings	10	6 per meeting	Stakeholders provide input on parental involvement opportunities to promote positive interaction with parents to connect school with home.
SAC Meetings	5	12 per meeting	Stakeholders analyze data and provide feedback regarding the instructional strategies.

**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)*

<b>Barrier (Including the Specific Subgroup)</b>	<b>Steps the School will Take to Overcome</b>
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ELL family support	A paraprofessional proficient in Spanish will assist families at the Parent Nights and throughout the year. All documentation will be translated for those families where needed. Utilize Title I nights to help parents of ELL students learn how to use translation options on Remind. Utilize bilingual NHS students to assist during Title I nights for translation purposes.
Family participation for Parent Nights	Food will be provided, and siblings will be welcome to attend. Events will be communicated through newsletters, calendars, Remind text, Blackboard phone blasts prior to the event. Staggered times will be available as well for parking purposes and to account for families of siblings.
Families without technology access	Teachers and staff will support families in using a designated school computers during parent nights or appointments for technology access. Parents obtain hardcopy of correspondence from school, including surveys.