



25-26 Parent and Family Engagement Plan

Date Revised with Parent Input: April 29, 2025

District Approved:

School Name:	Central High	School # 0782
Principal's Name:	Jeremy Knapp	

Each Title I school shall jointly develop with parents and family members of participating children, a written plan that shall describe how the school will carry out the requirements mentioned below. Parents shall be notified of the plan in an understandable and uniform format, and to the extent practical, provided in a language the parents can understand. The school plan must be made available to the local community and updated and agreed upon by parents periodically to meet the changing needs of parents and the school.

Mission Statement

The mission of Central High School charter school is to serve at-risk, over-age, low-performing high school students by providing them an opportunity to obtain a quality education and prepare them for a successful transition to college and/or career opportunities, thereby guiding them on a path to success.

I, **Jeremy Knapp**, do hereby certify that all facts, figures, and representations made in this plan are *(Principal's name here)* true, correct, and consistent with the statement of assurances for these waivers. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project and will not be used for matching funds on this or any special project, where prohibited.

What is required:

 8/20/2025

ASSURANCES: We Will:

- The school will be governed by the statutory definition of parent involvement, and will carry out programs, activities, and procedures in accordance with the definition outlines in section 9101(32), ESEA
- Involve the parents of children served in Title I Part A in decisions about how Title I, Part A funds reserved for parental involvement are spent (Section 1118(b)(1));
- Jointly develop/revise with parents the school parent and family engagement plan and distribute it to parents of participating children and make available the parent and family engagement plan to the local community (Section 1118(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 parent and family engagement plan and the joint development of the school-wide program plan under (Section 1114 (b)(2)) (Section 1118 ©(3));
- Use the findings of the parent and family engagement plan to review the strategies for more effective parent involvement, and to revise, if necessary, the school's parent and family engagement plan (Section 1118(a) (E));
- If the plan for the 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 to the local educational agency (Section 1118 (b)(4));
- Provide to each parent and individual student report about the performance of their **child** on the state assessment in at least mathematics, language arts, and reading (Section 1111 (h)(6)(B)(i));
- 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 is not highly qualified within the meaning of the term in 34 CFR Section 200.56 (Section 1111(h)(6)(B)(ii)); and
- 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 (h)(6)(A)).

Signature of Principal or Designee

Date Signed

Upload this document in the Originals Folder with principal signature

1. INVOLVEMENT OF PARENTS

(A) By what means will the school involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the PFEP Section 1116(c)(3)?

All parents are given the opportunity to complete a paper Title I Spring Parent Survey. The results of the survey are tallied and shared with the faculty for their thoughts on ways to improve our PFEP for next year. The school's governing board serves as the SAC and an evaluation of the current PFEP is conducted during one of the meetings. Based on the evaluation and survey results, revisions to the plan are made for the next school year. The plan will be reviewed during meetings throughout the year to make revisions according to the changing needs of parents and the school.

<p>(B) By what means will the school provide parents opportunities, if requested, for regular meetings to formulate suggestions and to participate , as appropriate, im making decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible <u>(Section 1116 (c) (4) (C) ?</u></p>	<p><i>Central High School will host on-going student/parent conferences and IEP meetings.</i></p>
<p>(C) By what means will the school involve parents in the joint development of the School Improvement Plan <u>(Section 1116(A)(2)?</u></p>	<p><i>Once the assessments results are released, the school's governing board, composed of parents, teachers, administrators, and staff will meet to update the School Improvement Plan based on available data (F.A.S.T /EOCs/Progress Monitoring /Attendance/Behavior). All members are encouraged and provided the opportunity to provide feedback and input into the development of the plan.</i></p>
<p>(D) If the School Improvement Plan is not satisfactory to the parents, by what means will the school provide parents an opportunity to submit comments with the plan when it is submitted to the district <u>(Section 1116 (c) (5) ?</u></p>	<p><i>If parents find the plan to be less than satisfactory, they will be asked to submit issues and concerns via email to the school's administration.</i></p>
<p>(E) By what means will the school provide other reasonable support for parental involvement activities as parents may request <u>(Section 1116 (e)(13)?</u> (Based on the Title I Parent Survey results, what activities did the parents request that are included in this plan?)</p>	<p><i>We will focus on finding better ways to promote parental involvement activities in order to better serve our parents in areas where they feel they need additional information. Based on the survey results we will focus on finding ways to better inform parents of student progress, and about their students' grad plan We will also implement the sending of progress reports to parents at least five times a year.</i></p>

2. ACCESSIBILITY

<p>A. By what means will the school offer a flexible number of meetings, such as meetings the morning or evening to accommodate parents' schedules (Section 1116(c)(2)?</p>	<p><i>Meetings will be held before school at student drop-off and student pickup times. We will also hold two meetings per year on informational topics.</i></p>
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B. By what means will the school provide parents with <u>timely information</u> about meetings, activities, and events (Section 1116(c)(4)(A)).	<i>We will send notices with progress reports and post them on Facebook, website and front entryway.</i>
C. By what means will the school provide opportunities for informed participation of parents and family members (including parents and family members with limited English proficiency, with disabilities, and parents of migratory children). (Section 1116(f)?	<i>The largest barrier is work schedules. We will hold parking lot meetings at dropoff and pickup times throughout the school year to better serve our parents as well as two evening family meetings per year.</i>
D. By what means will the school ensure that information related to school and parent programs, school reports, meetings, and other activities is sent to the parents in a format and in a language the parents can understand (Section 1116(e)(5) and (f))?	<i>We keep records for all students and parents about the language/languages predominantly spoken at home.</i>

3. ANNUAL PARENT MEETING

The school will conduct the Annual Parent Meeting about the benefits of the Title I Schoolwide Program to inform parents and families of the school's participation in the Title I Schoolwide Program. During the meeting, the school will provide a description, explanation, or understanding of the Title I Schoolwide Program which includes an explanation about the forms of academic assessments, the school performance data, and the rights of parents. Additionally, the school will document that the communication has been provided to stakeholders as follows:

By what means will the school conduct a Title I Annual Meeting (convened at a convenient time, to which all parents are invited and encouraged to attend) to inform parents of their school's participation in Title I, the requirements of Title I, and the right of parents to be involved (Section 1116(c)(1) ?	<i>The Annual Meeting will be held by the principal in August or September. A PowerPoint provided by the district will be presented to review the requirements of the law. A reminder will be sent prior to the meetings via the website, Facebook, and flyers will be posted in the front entryway.</i>
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4. BUILDING PARENT CAPACITY (Address topics F-J)
(F) Assist parents in understanding: <ul style="list-style-type: none"> • State academic standards; • State and local academic assessments; • Requirements of Title I; • Monitoring a child's progress; and • Work with educators to improve achievement of their children <u>(Section 1116 (e) (1))</u>
(G) Description and explanation of: <ul style="list-style-type: none"> • Curriculum is used at the school <u>(Section 1116(4) (B))</u>
(H) Description and explanation of: <ul style="list-style-type: none"> • Academic assessments used to measure student progress. <u>(Section 1116 (4) (B))</u>
(I) Description and explanation of: <ul style="list-style-type: none"> • Achievement levels of State academic standards that students are expected to obtain <u>(Section 1116 (4) (B))</u>
(J) Provide materials and training to: <ul style="list-style-type: none"> • Help parents work with their students to improve their student's achievement, such as literacy training and using technology (including the harms of copyright piracy), to foster parental involvement <u>(Section 1116 (e) (2))</u> <i>(LEA note: This includes Parent Portal Training)</i> • Schools must provide a <u>description, explanation, or understanding</u> of academic requirements that fall under the Federal Guidelines for Title I.

Table A
PARENT TRAINING OPPORTUNITIES

List all activities for requirements F through J and transition activities that involve parents.

Timeline	Title of Training/Event	What will parents learn that will have a measurable, anticipated impact on student achievement?	Requirements Addressed	Evidence/ Documentation for Effectiveness	# Of Parents Attended
August	Parent Info Night	How to use EdMentum Courseware. Graduation requirements, testing dates and opportunity to sign-up for parent conferences.	F,G,H,I,J	Sign-in Sheets, Agenda, Student Grad Plans, Graduation information, EdMentum information, Testing information	25
August	Title 1 Annual Meeting	What is Title 1? How does Title 1 impact the students, school, and parents?	J	Input Forms	25
Aug-May (as needed)	Transition /Orientation	What Central can offer their student.	F,G,H,I,J	Sign In Sheets, Agenda	

**Table B-1
OTHER EVENTS/ACTIVITIES**

Other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children (Section 1116 (e) (4)).

Timeline	Title of Training/Event	What will parents learn that will have a measurable, anticipated impact on student achievement?	Requirements Addressed	Evidence/ Documentation for Effectiveness	# Of Parents Attended
October	National Night Out	Parent and community outreach. Information about high school graduation requirements.	F	Packet/Paper handouts.	
April	Parent Info Day Spring Parent Connection	Spring Survey Results, Parent and Family Engagement Plan/Input, Compact/Input, Testing Calendar, Student's testing Needs, Progress Reports	F,G,H,I,J	Input Forms, student academic/behavior improvement	

**Table B-2
Parent Communication/Disseminating Information
Communication/Information shared with parents (Section 1116 (e) (4)).**

You keep hard copies of these items with your Title I documents. You will not upload documents for this table.

Communication/Information Shared	Date(s) Sent	Method of Dissemination (How did you share it?)	Language s	Who did you sent it to? "All" parents or a specific group
Example: August Newsletter	08/12/2024	Focus, Facebook,Copies home	Spanish	All

5. PARENT/SCHOOL COMPACT

As a component of the school level Parent and Family Engagement Plan, each school (ALL) shall jointly develop, with parents for all children served under this part, a school -parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

How will the school ensure parents/families involvement in this process?

During parent-student conferences, which will be available at least once a month.

ELEMENTARY

How will the school ensure that teachers conduct a parent-teacher conference for individual students at least annually, during which the compact is discussed and signed? <u>(Section 1116 (d) (2) (A)</u>	N/A
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MIDDLE & HIGH SCHOOL

How will the school distribute the school-parent-student compact? <u>(Section 1116 (d) (2)(A)?</u>	<i>Mail, handouts, and social media.</i>
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6. BUILDING STAFF CAPACITY

Describe the professional development activities the school will provide to educate the teachers, specialized instructional support, principals, and other school leaders, as well as other staff with the assistance of parents/families in:

- The value and utility of their contributions
- How to reach out to, communicate with, and work with parents and families as equal partners; and
- How to implement and coordinate parent/family programs and build ties between parent/families and the school. (Section 1116 (e) (3)

****Complete Table C.****

Table C

Activity/ Topic	Person Responsible	Timeline	Evidence Documentation of Effectiveness	# of Faculty/ Staff Attended
Title 1/Compact Training	Meagan Forrest	August 2025	Sign In	TBD
NDP Conference	TBD	October 2025	Input Forms	TBD
Research-Based Evidence provided by the district	TBD	Twice a Year September & April	Input Forms	TBD

7. COORDINATION AND INTEGRATION WITH OTHER FEDERAL PROGRAMS

Describe to the extent feasible, the means the school will coordinate and integrate parent involvement programs and activities with other Federal, State, and local programs, including public preschool programs that encourage and support parents in participating in the education of their children (Section 1116 (e) (4).

Program	Coordination
Title III ESOL <i>(Example)</i>	<i>(Example Response)</i> Support for our ESOL

	population through parent communication translations, ESOL paraprofessionals to assist with parent meetings, and monitoring to increase achievement through greater parent involvement. We will host an ESOL parent event in the Spring to increase parent involvement with our ESOL families so they can help their students at home.
Title II Professional Learning	<i>We follow the district plan.</i>
Title III ESOL	<i>We follow the district plan.</i>
Title IX Homeless	<i>We follow the district plan.</i>
Preschool	N/A
Other	

8. DISCRETIONARY ACTIVITIES
Activities that are not required, but will be paid for through Title I, Part A funding (for example: home visits, transportation for meetings, activities related to parent/family engagement, etc.)

How will your school develop appropriate roles for community-based organizations and businesses in parent involvement activities <u>(Section 1116 (e) (13)?</u>	N/A
By what means will the school involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of the training <u>(Section 1116 (e) (6)?</u>	N/A
By what means will the school provide literacy training for parents if the LEA has exhausted all other resources of funding <u>(Section 1116 (e) (7)?</u>	N/A
By what means will the school pay reasonable and necessary expenses, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions <u>(Section 1116 (e) (8)?</u>	N/A
By what means will the school train parents to enhance the involvement of other parents <u>(Section 1116 (e) (9)?</u>	N/A
By what means will the school conduct in-home conferences for parents who are unable to attend at school <u>(Section 1116 (e)(10)?</u>	N/A

By what means will the school adopt and implement model approaches to improve parent involvement (<u>Section 1116 (e)(11)?</u>)	N/A
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9. TITLE I EXPENDITURES FOR PARENT AND FAMILY ENGAGEMENT	
Category	List of Items
Parent Training/Events (<i>example</i>)	None

10. BARRIERS
<p>Provide a description of the:</p> <ul style="list-style-type: none"> Barriers that hindered participation by parents during the previous school year. Steps the school will take during the upcoming school year to overcome the barriers (with particular attention paid to parents/families who are disabled, have limited English proficiency, and parents/families of migratory children) (<u>ESEA Section 1116</u>)

Use the data collected from Parent Event Evaluations, Surveys, and the School Improvement Plan.
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Barrier (Including the specific subgroup)	Steps the School will Take to Overcome Barrier
Communication (All)	Multiple platforms to increase communication (Facebook, website, school messenger, Class DOJO, Portal Messenger, Marquee sign, Peachjar, etc.)

PARENT AND FAMILY FEEDBACK
<p>Each year, our school encourages parents, and families to work in collaboration with the school to develop, review, and revise the Title I school-level Parent and Family Engagement Plan (PFEP). The PFEP is a tool that is used to determine how well our school is partnering with you and promoting your involvement in your child's education throughout school.</p> <p>Your feedback is important in helping us in continually improving the PFEP and the parent and family engagement program at our school. We have provided contact information below so that you can learn about the different ways you can be a part of this home-school connection.</p>

District Title I Supervisor	Loretta Mistrot 850-767-4354 mistrll@bay.k12.fl.us
District Parent Liaison	Bobbie Copsey 850-767-4294 copserm@bay.k12.fl.us
Title 1 Resource Teacher	Stefanie Johnson 850-767-4113 hendlsm@bay.k12.fl.us

Principal	<i>Jeremy Knapp 850-866-4148 jeremy.knapp@baycentralhs.org</i>
Title I Coordinator	<i>Meagan Forrest 850-866-4148 Meagan.Forrest@baycentralhs.org</i>