

Oaktree Elementary

Title I Targeted Assistance Parent Involvement Plan

Plan Involvement

Oaktree Elementary School believes that strong partnerships between parents and school staff are imperative for high student achievement.

Representatives of Parents and staff of Oaktree Elementary worked together to develop this Title I Targeted Assistance Parent Involvement Policy. Annually, parents and staff will continue to have input in order to update and revise our Targeted Assistance Title I program.

1118(b): Parent Involvement Policy:

Oaktree Elementary will:

- Create a team of parents and teachers to write a Student/Teacher/Parent compact and gather ideas for a Parent Involvement Policy.
- Present the plan to parents and other staff to gather feedback.
- Share the final policy and compact with parents, students and staff annually.
- Evaluate and improve our Targeted Assistance Title I parent involvement plan annually.

1118 (c)(1): Annual Title I Meeting:

Oaktree Elementary will:

- Hold two annual Targeted Assistance Title I meetings in the Fall and Spring of each school year at Title I Parent Literacy Night in the Fall and a Title One Parent Evaluation meeting mid-year.
- At the Fall Title One Parent Literacy Night the following will be presented:
 - Targeted Assistance Title I Plan
 - Title I Brochure
 - Title I Parent Involvement Policy
 - Title I Student/ Parent Compact—which will be revisited and reviewed with parents during a parent-teacher conference.

- Mid-year, meet with Title I parents and staff representatives to review our Targeted Assistance Parent Involvement Policy, The Student /Parent Compact, and Evaluate the program.

1118 (c) (2): Flexible Meetings:

Oaktree Elementary will involve Title I parents by offering the following activities at various times of the school year. Activities will be offered during the evening hours, as well as various day time hours.

- Open House/Curriculum Night
- Parent Workshops
- Parent Teacher Conferences
- PTO activities
- Flexible IEP times
- Classroom Volunteers

1118 (c)(3) Involve parents in planning, reviewing, and improving the Targeted Assistance Title I program, including the Targeted Assistance Parent Involvement Policy:

Oaktree Elementary will involve parents in the planning and reviewing the Targeted Assistance Title I program by:

- Reviewing Parent Involvement Policy and compact at Title I Parent Literacy/Math Night.
- Posting Parent Involvement Policy at Fall Parent Teacher Conferences.
- Conduct a parent survey at Spring conferences to gather overall parent perceptions of Oaktree Elementary, Title I services and parent involvement.
- Utilizing the school website to include Title I information.
- Revising Parent Involvement Policy after reviewing parent evaluations.
- Including parent representatives at planning meetings.

1118 (c)(4)(A) Provide Timely Information:

Oaktree Elementary will provide timely information through:

- Open House for all students before school starts in the Fall

- School and classroom newsletters (more often as needed)
- Quarterly report cards
- Progress reports (as needed)
- E-mail/phone calls as needed
- Title I Parent Literacy/Math Night
- Mid-Year Title I Parent Evaluation meeting

1118(c)(4)(B) Provide a Description and Explanation of Curriculum in use at the school, Academic Assessment, and Proficiency levels of students.

Oaktree Elementary will provide information through:

- Parent-Teacher Conferences with all parents in the Fall and Title I parents in the Spring. Additional times available upon parent request. Student achievement data is shared with parents in a format they can understand. If translation services are needed this will be provided.
- Progress reports (as needed)
- Phone calls/email—as needed to update parents on student progress/behavior
- Title I Parent Literacy/Math Night held in the Fall of each school year to share behavior expectations and academic standards with parents.
- School/Classroom newsletters will be sent home at least monthly to share curriculum and classroom/school activities.
- Report Cards will be sent home at the end of each quarter.
- District/School website will make the compact and parent involvement policy available for parents to read.

1118(c)(4)(c) Provide parents opportunities for regular meetings to formulate suggestions regarding decisions related to the education of their children and formulate responses to these decisions:

Oaktree Elementary will provide parents the opportunity to interact with their child’s school by:

- Include Title I Targeted Assistance Program on PTO agenda.
- Title I meeting mid-year

- Parent Teacher Conferences two times per year
- Telephone calls, emails, written correspondence between parents and staff
- Annual Title I Evaluation Survey
- School and District School Improvement meetings.

1118(c)(5) Revise the Targeted Assistance plan to meet student and parent needs and share revisions if parents find plan unsatisfactory.

Oaktree Elementary will provide parents the opportunity to submit comments by:

- Open door opportunities with the principal
- Parent Survey at Title I meetings to provide feedback on Parent Literacy/Math Night and the Title I program.
- E-mail/Written correspondence between parents, teachers and administrator.

1118(d)(1) Develop jointly with parents and teachers a School/Parent/Student Compact.

Oaktree Elementary will develop a School/Parent/Student compact:

- The Parent/Teacher/Student compact is developed by a Parent/Teacher team as well as students and reviewed annually.
- Revisions are made based on surveys and suggestions.
- The Compact is reviewed with parents at Fall and Spring conferences where teachers and parents discuss how it relates to the child's success in school. This sharing allows for all stakeholders to have their voice heard.

1118(d)(2)(A) Review compact at Parent Teacher Conferences.

Oaktree Elementary will provide the opportunity to review the compact:

- Meet with parents of Title I students to provide and explain the compact at Fall Parent/Teacher Conferences and Spring Parent/Teacher Conference. Teachers and parents discuss contents to foster a strong home-school connection.

1118(d)(2)(B) Provide frequent reports to parents on their children's progress.

Oaktree Elementary will provide progress reports through:

- Report cards (November, January, April and June)
- Parent/Teacher conferences (November and April)
- Phone calls/emails as needed
- Progress reports
- Individualized Education Program (IEP's) yearly meetings, where the plans for students receiving Special Education services are reviewed and new goals based on current data are written with parents/staff.
- Professional Learning Community meetings which review current student data and strategize how to further support academic and behavioral growth of struggling students. Meetings are held quarterly. Based on these meetings parents will be notified if their child has qualified to receive services.

1118(d)(2)(C) Afford parents reasonable access to staff. Provide opportunities for parents to volunteer participate and observe in their child's classroom.

Oaktree Elementary will encourage parent participation by encouraging parents to attend:

- PTO (Parent Teacher Organization) meetings which are held monthly.
- Volunteers in the school or child's classroom.
- Chaperones on field trips
- Field Day activities where parent volunteers are need to run various outdoor activities.
- Room observations by request to principal.
- Parent Literacy/Math Night with Title I families coming to school to develop a deeper understanding of how to support their child at home.
- Classroom parties are held three times per year and parents volunteer to attend and help in the classroom.
- Parent Teacher Conferences held in the Fall and Spring (November/April) or as requested by teacher or parent.
- Email/phone calls as needed

1118(e)(1) Provide information and assistance to parents regarding the state and local academic standards, assessments and monitoring their child's progress

To inform parents about academic standards and assessments, Reid Elementary will provide:

- Fall Curriculum Night to share Common Core State Standards, State Assessment proficiency levels, Benchmark assessments, district level assessments, and information on how to use this information.

- Title I meeting to share how Title I was developed, how students qualify and the goals for exiting the program.
- Title I brochures providing information on Title I programming, parent involvement opportunities and school contact information.
- Parent Teacher Conferences/Title I staff available at conferences.

1118(e)(2) Provide materials and training to parents.

Oaktree Elementary provides training and materials to parents in the following ways:

- At Parent Teacher Conferences and/or Curriculum Night parents will be provided a parent friendly curriculum guide.
- At Title I Parent Literacy/Math Night, parents will be provided with materials and training specific to their child's needs. Parents will be provided with Title I programming information, interactive activities to do with their child, and the opportunity to provide feedback on Title I services.

1118(e)(3) Educate teachers, Title I staff and principals regarding the value of parent involvement, ways to communicate effectively with parents, and implementation of parent programs.

In order to ensure that quality parent involvement is part of Reid professional development plan, staff will participate in the following:

- Family Engagement Resources from Michigan Department of Education will be shared at monthly staff meetings
- PBIS Parental Involvement Resources will be shared with staff and parents in a monthly newsletter

1118(e)(4) Coordinate parent involvement activities with other programs

To ensure success for our students, Oaktree Elementary will coordinate the following programs:

- Great Start Readiness Program and tuition based preschool on Reid Elementary campus.
- Great Start Readiness Program conducts home visits to acclimate students and families to the school setting.
- Special Education staff visits with families of incoming Kindergarten students on campus at Kindergarten Round Up and Open House.

1118(e)(5) Inform parents of school and parent programs in a timely and practical format in a language they can understand.

To inform parents in a timely and user-friendly manner, Oaktree Elementary will provide:

- Class/school newsletters in parent-friendly language
- Translators for Parent Teacher meetings/newsletters will be provided by the Genesee Intermediate School District
- Conferences available upon request by the parent.

1118(e)(14) Provide support for parental involvement at their request.

Oaktree Elementary will provide:

- Handicap accommodations as appropriate (early arrival/preferential seating) as requested via email or phone to child's teacher or building administrator.
- Flexible meeting times during the school day and evening and requested by parents via phone calls, emails or note to child's teacher.

1118(f) Parent involvement activities accessible to all parents, including those with disabilities, migratory and parents who use English as their second language in a language they understand.

Oaktree Elementary will provide:

- Flexible meeting times as requested by the parent.
- Handicapped accessible facilities
- Phone conferences- translation services for ELL families will be provided as needed.
- Classroom/school/district newsletters written in parent-friendly language or native language (as needed)
- Collaboration with community agencies (i.e., Community Mental Health) as requested by parents or as agreed upon with parents at an Individualized Educational Program or Instructional Support Team.
- Translators will be provided as needed by Genesee Intermediate School District for conferences, meetings, and parent or curriculum nights.
- Services for Migrant Families are not needed at this time. However, if we do have migrant families move in we will consult with Michigan Department of Education and the Genesee Intermediate School District to ensure appropriate ways to reach their needs.

