Oak Point Elementary School  
Title 1 Parent Involvement Plan  
2014 – 2015

Oak Point Elementary School jointly developed this parental involvement policy in consultation with school personnel, community members, and parents and adopted it on April 24, 2014. A list of committee members can be found in Appendix A. This policy was distributed to parents of participating children and to the extent practicable, provided in a language the parents can understand. This policy shall be made available to the local community by newsletters and posting on the school web page. If the Title I plan (application) is not satisfactory to the parents of participating children, the local educational agency will submit any parent comments with the application when the plan is submitted to the state. This parent involvement plan will be updated annually, specifically in the spring of 2015, to meet the changing needs of students, parents, and the school.

Part 1. POLICY INVOLVEMENT

Oak Point Elementary School understands that parents are important partners in their children’s education. Therefore, in an effort to encourage parents to be involved and informed, our school will do the following:

(1) The school will hold an annual meeting on August 18, 2014, to which all parents of participating children shall be invited and encouraged to attend. Parents will be informed of their school's participation in Title I and to explain the requirements of Title I, and the right of the parents to be involved.

(2) The school will offer a flexible number of meetings throughout the year at which parents will be informed about Title I. A schedule of this year’s meetings includes the August 18, 2014, open house, fall Parent Teacher conference night on October 30, 2014, spring Parent/Teacher conference night on March 19, 2015, fall 2014 school-community activities such as Family Math Night, and spring 2015 school-community activities such as Family Reading Night, or at a parent’s request.

(3) Parents will be invited to be involved in the planning, review and improvement of the school’s Title I program as well as the school parental involvement policy. These planning meetings will be held in April 2015. Two parent representatives are assigned to this review team; however, all parents are invited to attend.

(4) Parents will be provided timely information about Title I programs. This information will be sent home with students, included in monthly newsletters, weekly communication folders, and posted on the school website.

(5) Parents will be provided with information regarding the curriculum and assessments used at the school as well as proficiency levels students are expected to meet. This school’s curriculum is in compliance with the standards set by the State of Virginia and reflects the Virginia Standards of Learning. Reading is taught within a 90 minute (at minimum) block of time where students receive a combination of small group and whole group instruction. Math is taught in a 60 minute (at minimum) block of time. Teacher schedules
are adjusted to preserve these blocks of time. Various resources are in place to support reading and math instruction. These include the Pearson Mathematics text, Houghton Mifflin Harcourt Reading text, Virginia Standards of Learning Blueprints, Curriculum Frameworks, Enhanced Scope and Sequence, Smyth County Pacing Guides, Making Meaning, Pearson Math Intervention, iStation, Soar To Success, Accelerated Reader, Enrichment Resource Program, Intervention Toolkit, Interactive Achievement, and the Fountas & Pinnell Leveled Literacy Intervention and Benchmarking Programs.

Student progress is monitored through the PALS assessments, Interactive Achievement Benchmark testing, SOL tests, teacher made tests, Soar To Success, pre/post tests, Measures of Academic Progress, Fountas & Pinnell Leveled Literacy Intervention Program, and iStation progress checks.

Grade reports will be sent home at the end of each nine-weeks so that parents have written confirmation of their child’s progress. Mid-term progress reports will be sent home at the halfway point of each 9-week term to give parents more information about student progress. Students receiving intervention in reading and math will receive progress reports each nine weeks. Individual student reports on the performance of their child on the SOL tests will be given to parents as soon as practicably possible. Parents will be provided with opportunities to discuss their child’s progress twice a year during parent conferences as well as at other times as requested. Teachers and administrators will make a good faith effort to respond to parents’ suggestions.

(6) The school administration will provide parents timely notice when their child has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations.

(7) If the school wide program is not satisfactory to the parents of participating children, the school will submit any parent comments on the plan when the school makes the plan available to the local educational agency.

Part 2. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

SCHOOL-PARENT COMPACT

Oak Point Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A, of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the school staff, and students will share the responsibility for improved student academic achievement. Also, the means by which the school and parents will build and develop a partnership that will help children achieve the state’s high standards.

This school-parent compact is in effect during school year 2014 – 2015.
School Responsibilities

Oak Point Elementary School will:

(1) Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state’s student academic achievement standards as follows:

A deliberate placement of students into classrooms will take into consideration student needs and school resources. The analysis of student achievement will be used to align school resources within areas of need concentrating on math and reading. Teams of teachers will collaborate to determine a child’s progress and need for remediation services. Parents will be contacted and invited to participate in decisions related to their child’s academic progress.

(2) Hold parent-teacher conferences at least annually during which this compact will be discussed as it relates to the individual child’s achievement. Specifically, those conferences will be held:


(3) Provide parents with frequent reports on their children’s progress. Specifically, the school will provide reports as follows:

Teachers will communicate to parents as needed on a daily basis through the student planners or Daily Homework Folders. Teachers will communicate each week using Weekly Folders and also through weekly classroom newsletters. In addition, teachers will utilize midterm progress reports in the middle of the 9-week grading period, and grade reports at the end of the 9-week grading period. Students receiving math and/or reading intervention will receive progress reports. In addition, parents will be given access to student grade information through the PowerSchool parent portal in Grades 3-5.

(4) Provide parents reasonable access to staff. Specifically, staff will be available for consultation with parents as follows:

In a reasonable manner parents and teachers can communicate at anytime a need arises. Regularly scheduled opportunities are during open house and parent-teacher conference times. Parents may call to schedule an appointment, send a note, or communicate in their child’s student planner.

(5) Provide parents opportunities to volunteer and participate in their child’s class, or elsewhere in the school, and to observe classroom activities, as follows:

An invitation for parents to volunteer in our school will be sent home by the week of August 25, 2014. All school volunteers are required to have a background check approved. A new
background check is required each school year. Interested parents will be placed as volunteers based on both teacher and parent interests. Volunteer training will be conducted by school staff each fall. A volunteer log is maintained in the office. In addition, the Oak Point Elementary PTO will provide an opportunity for parental involvement. The PTO has regular meetings planned each month during the school year.

**Parent Responsibilities**

We, as parents, will support our children’s learning in the following ways:

1. Read together often
2. Ask about homework daily
3. Get my child to school on time every day, except in cases of illness
4. Express high expectations and offer praise and encouragement
5. Attend Parent/Teacher conferences
6. Involve my child in problem solving situations
7. Be a positive role model for my child
8. Find a quiet place for my child to study
9. Read and sign the student folder or planner daily.

**Student Responsibilities**

I, as a student, will share the responsibility to improve my academic achievement and achieve the State’s high standards. Specifically, I will:

1. Complete homework assignments
2. Be on time and attend school regularly
3. Be a good school citizen
4. Be a good messenger between school and home
5. Show respect for my parents and my teachers
6. Read with an adult often

__________________  ________________  ________________
School               Parent(s)               Student

__________________  __________________________  ________________
Date                 Date                      Date

Separate compacts will be copied and given to each parent to sign at open house on August 18, 2014. A checklist will be kept to record parents receiving the compacts. A duplicate compact will be signed and returned to the teacher at open house. Parents not attending open house will be contacted by the teacher for a meeting.
Part 3. BUILDING CAPACITY FOR INVOLVEMENT

To ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, Oak Point Elementary School and Smyth County Schools will help parents in the following ways:

1. Oak Point Elementary School will provide assistance to parents, as appropriate, in understanding such topics as the Virginia Standards of Learning, local academic assessments, monitoring their child’s progress, and working with educators to improve the achievement of their children. This will be accomplished through parent-teacher conference nights and individually scheduled parent conferences. Newsletters will include invitations for parents to contact their child’s teacher and attend workshops at the school-community activity nights.

2. The school will provide materials, training, and parent workshops to help parents work with their children to improve individual achievement and to foster parental involvement. Specific topics for parental training and materials related to such training will be available to parents at our conferences and school-community nights.

3. At the beginning of the year the school administration will provide in-service to educate school staff in the value of contributions of parents; and how to communicate and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. Results from parent surveys will guide this in-service.

4. The school will make every effort to coordinate and integrate parent involvement programs and activities with other community agencies and businesses. We will conduct activities that encourage and support parents in more fully participating in the education of their children.
   - Encourage parents to use the Parent Resource Bus
   - Representatives from local schools and the school district office serve on the Smyth County Schools/Mountain CAP Collaboration Team
   - PTO meetings
   - Smyth Bland Regional Library

5. The school will take the following actions to ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format that is practicable and in a language that parents can understand:
   - Monthly newsletters
   - Classroom newsletters
• Oak Point Elementary School website
• Oak Point Elementary Parent e-mail Updates
• Assistance from ESL teacher

6. The school will also provide such other reasonable support for parental involvement activities under this section as parents may request. Opportunities include the Parent Teacher Organization, school volunteer program, Principal’s Advisory Committee, Gifted Advisory Committee, School Leadership Team, School-Community events and encouraging parents to use their talents or expertise to enrich instruction.

Part 4. ACCESSIBILITY

Oak Point Elementary School, to the extent practicable, shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, in a format that is practicable and in a language that parents can understand. Flyers sent home will be made available in an appropriate language for families with a limited English proficiency. Arrangements for transportation will be planned should accessibility to meetings or school functions be an issue for families.