

Oak Crest Middle School

Title I, Part A School-Level Parent and Family Engagement Policy

Oak Crest Middle School has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents and updated periodically to meet the changing needs of parents and the school. (20 U.S.C. § 6318[b][1]). This policy describes how the school will carry out designated Title I, Part A parent and family engagement requirements (20 U.S.C. § 6318[b][1])

Describe how the school developed the policy with parent and family input:

This policy was developed with the input of parents who participated in taking the parent survey at the Annual Title I Parent Information Meeting held in the OCMS Learning Commons on September 6, 2018, the OCMS English Language Advisory Council Meeting on September 26, 2018 at SDA academy and/or via the email sent to all parents September 14, 2018.

Describe how the school distributes the policy:

This policy will be distributed to all parents. The letter will be sent via email to all parents with an email address on AERIES and will be mailed home to those who do not have an email address on record. The letter will also be posted on the OCMS website no later than October 19, 2018. It will be posted on the OCMS website for the duration of the school year.

Involvement of Parents in the Title I Program

To involve parents and family members in the Title I program at Oak Crest Middle School the following practices have been established:

The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents and family members of their school's participation in the Title I, Part A program and to explain the requirements, and the right of the parents to be involved (20 U.S.C. § 6318[c][1])

Add details about the annual meetings:

The Annual Title I Parent Information Meeting was held on September 6th at 5 PM in the OCMS Learning commons, prior to the start of Back to School Night. The meeting was advertised school-wide via email, an all call, and the school website. The Title I Parent Informational meeting explained Title I programs and funding, and informed parents as to how Title I monies are used to support students in meeting the academic and social emotional goals detailed in the school's SPSA. In addition parents participated in a collaborative activity to provide feedback and insight on the School-Parent Compact and the School-level Parent and Family Engagement Plan.

The school offers 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 relate to parental involvement. (20 U.S.C. § 6318[c][2])

Add details about the meetings and activities:

- Principal's Coffee Dates provide parents with updates about school events, testing, etc and is held the last Friday morning of every month.
- The Parent Resource Center offers parents support in accessing AERIES, teacher websites, and answers any questions parents may have. Information about community supports are also available. The Parent Resource center is open Wednesdays and rotates between morning and afternoon hours.
- Parent Education Nights provide parents with detailed steps for supporting students' academic progress in the evening. All parents are welcomed, but personal invitations are sent to parents whose student is struggling in one or more classes. These meetings are held approximately 9 weeks into the fall semester.
- ELAC meetings are held in conjunction with the high school meetings in order to make transportation and participation more convenient for parents. Meeting are held on the 4th Tuesday of the month at 6:30 PM in the San Dieguito Academy Learning Commons 5 times per school year.

The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

Describe the activities the school will carry out to address this requirement:

As part of the Annual Title I Parent meeting, held on September 6th at 5 PM in the OCMS Learning commons, parents participated in a collaborative activity to provide feedback and insight on the School-Parent Compact and the School-level Parent and Family Engagement Plan. Further parent input will be sought from both the School Site Council on September 25, 2018 and from the English Language Advisory Committee on September 26, 2018.

The school provides parents of Title I students with:

Timely information about the Title I program (20 USC 6318 (c)(4))

Describe the activities the school will carry out to address this requirement:

- Annual Title I Parent Meeting on September 6, 2018.
- Title I information including the School-Parent Compact and the School-level Parent and Family Engagement Plan will be posted on the school website for the duration of the school year.

1.0 A description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging state academic standards (20 U.S.C. § 6318[c][4][B])

Describe the activities the school will carry out to address this requirement:

- Instruction at OCMS adheres to the California Content Standards in all curricular areas. Communication about standards is available at Back to School Night. Students participate in SBAC testing and a CAASPP letter explain how to interpret test results is sent home as well.

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 children, and respond to any such suggestions as soon as practicably possible (20 U.S.C. § 6318[c][4][C])

Describe the activities the school will carry out to address this requirement:

- School Site Council Meetings
- Principal's Coffee Dates
- Parent Involvement Committee

If the schoolwide program is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency (20 U.S.C. § 6318[c][5])

Describe the activities the school will carry out to address this requirement:

- The principal of OCMS maintains an open door policy for parents.
- Principal's Coffee Dates

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, the following practices have been established (20 U.S.C. § 6318[e]):

The school provides assistance to parents of children served by the school or local educational agency, as appropriate, in understanding such topics as the challenging State academic standards, state and local assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

Describe the activities the school will carry out to address this requirement:

- Registration Evening
- Principal's Coffee Dates
- The Parent Resource Center
- Parent Education Nights
- ELAC meetings

- Student Study Team

The school provides materials and training to help parents work with their children to improve their children's achievement (20 U.S.C. § 6318[e][2])

Describe the activities the school will carry out to address this requirement:

- The Parent Resource Center
- Parent Education Nights
- ELAC meetings

The school educates 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 (20 U.S.C. § 6318[e][3])

Describe the activities the school will carry out to address this requirement:

- This is communicated through district-wide staff development, and the Professional Learning Community process

The school, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children (20 U.S.C. § 6318[e][4])

Describe the activities the school will carry out to address this requirement:

- Parent Resource Center provides parents with information about community resources available as needed.
- Parent/Student lunch
- OCMS invites the Boys and Girls Club to BTSN in order to promote their after school programs, including sports and tutoring,
- OCMS invites the Encinitas Library to BTSN in order to assist families in signing up of library cards.

The school ensures information related to school and parent programs, meetings, and other activities is sent to parent of participating children in a format, and to the extent practicable, in a language the parents can understand (20 U.S.C. § 6318[e][5])

Describe the activities the school will carry out to address this requirement:

- We communicate events to parents through the weekly principal email, which is translated into Spanish, and all school events and announcements are available to parents through a calendar on the school website, which can be translated.

The school provides such other reasonable support for parental involvement activities under this section as parents may request (20 U.S.C. § 6318[e][14])

Describe the activities the school will carry out to address this requirement:

- When appropriate and/ or needed parents are invited to volunteer on campus. They often help in our visual and Performing Arts Programs, and provide support during Wellness Week.

Accessibility

In carrying out the parent and family engagement requirements of this part, local education agencies and schools, to the extent practicable, shall 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 20 U.S.C. § 6311 in a format and, to the extent practicable, in a language such parents understand (20 U.S.C. § 6318[f])

Describe the activities the school will carry out to address this requirement:

- SDUHSD offers district-wide parent education evenings; these are advertised through emails, all calls, and our website.

School-Parent Compact

As a component of the school-level parent and family engagement policy, each school served under this part 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 and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

The school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time (20 U.S.C. § 6318[d][1])

Addressing the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact related to the individual child's achievement (20 U.S.C. § 6318[d][2][A])

Frequent reports to parents on their children's progress (20 U.S.C. § 6318[d][2][B])

Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities (20 U.S.C. § 6318[d][2][C])

Ensuing regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language the family members can understand (20 U.S.C. § 6318[d][2][D])

A copy of the School-Parent Compact is attached to this document.

This policy was adopted by the (Oak Crest Middle School) on (10/12/2018) and will be in effect for the duration of the 2018-19 school year.

The school will distribute the policy to all parents of students participating in the Title I, Part A program on, or before: October 19, 2018.

Type signature here.

Enter date approved.

Date