

**Oak Grove Intermediate School**  
**2014-2015**  
**Title I Parent Involvement Policy**



**Revised: October 16, 2014**

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**Oak Grove Intermediate School**  
**2014-2015 Title I Parent Involvement Policy**

**School: Oak Grove Intermediate School District/LEA: McIntosh County School System**

**Oak Grove Intermediate School** recognizes the importance of parent involvement to reach individual student goals for successful completion of high school requirements for college and beyond. In an effort to facilitate this involvement, a plan has been formulated and is outlined in this OGIS Parent Involvement Policy. Educational research clearly shows that parents who are actively involved in their child's learning at home help their children become more successful learners in and out of school. In our efforts to improve student achievement, Oak Grove Intermediate School has established objectives and will implement strategies to increase parent and community involvement with our school.

**Oak Grove Intermediate School** has an open door policy that encourages parents to visit the school. Our parent involvement meetings are designed to provide them with resources and materials they need to become more effective and actively involved in their child's education.

**Oak Grove Intermediate School** will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improving programs for the OGIS Title I programs in an organized, ongoing and timely way through the OGIS School Council, System Parent Involvement Committee, community organizations, surveys, parent/teacher conferences, and the school website. Ideas will be shared for monitoring attendance, completing homework, and opportunities for volunteering at OGIS through our school wide website, newspaper publication, flyers, monthly calendars, and quarterly "Parent Involvement Tips" provided by the two System Parent Involvement Coordinators.

**Oak Grove Intermediate School** will update the school parent involvement policy periodically to meet the changing needs of parents and the school. A draft of the Parent Involvement Policy will be posted on the school's website for parents to read, review, and provide input. All OGIS parents will be invited to the Annual Title I Revision Parent Meeting during which the Parent Involvement Policy will be reviewed and discussed. All OGIS parents will be given the opportunity to give their input and suggestions also through an annual survey. All suggestions and input, satisfactory or unsatisfactory, will be reviewed by the OGIS administration before the final adoption of the new parent involvement policy. The final policy will be adopted and distributed to parents via the school's website. Hard copies may be obtained in the front office at OGIS. .

**Oak Grove Intermediate School** will collaborate with the ESOL (English to Speakers of Other Languages) personnel and other appropriate departments to provide pertinent information for parents where English is not their first language. Parents and students with disabilities will also be accommodated with collaboration of the Special Education Department at the school and county levels. This program provides instructional services to the students and works with parents to help them understand the services provided, assessments used, and progress expected of students. Interpreters are available if needed. OGIS will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children. Information and school reports will be provided in an understandable and uniform format (including alternative formats upon request), and, to the extent practicable, in a language understandable to parents.

**Oak Grove Intermediate School** will survey parents several times throughout the school year regarding all Title I programs and policies. All data will be collected and submitted, including unsatisfactory comments, to the LEA (Local Educational Agency).

**Oak Grove Intermediate School** Title I programs will be governed by the following statutory definition of parental involvement and will carry out programs, activities, and procedures in accordance with this definition:

***Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring –***

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

### **Implementation**

**Oak Grove Intermediate School** will involve parents, in an organized, ongoing, and timely way, in the planning, reviewing, and improvement of the OGIS Title I programs. OGIS will hold The Annual Title I Revision Parent Meeting to review and discuss the current Parent Involvement Policy each year for revision. Parents will also be invited to serve on the OGIS School Council and the System Parent Involvement Committee and will have the opportunity to complete an annual Parent Survey to collect information regarding our Title I programs. Other opportunities will be given to parents during the district Title I budget meeting and the school website. Data will be collected from these committees and other avenues to help make improvements to the OGIS Title I Programs and make decisions regarding how funds for Parent Involvement will be used.

**Oak Grove Intermediate School will conduct an Annual Title I Parent Meeting, at a convenient time, during the fall of the school year.** This meeting will be held to inform parents of the school's Title I Policy, its requirements, their right to be involved in the program, the school wide plan, and the school/parent compact. Oak Grove will assist parents in the understanding of the Georgia Common Core State Standards. Information on State and local assessments used to measure student progress and the proficiency levels that the students are expected to meet is shared with parents. Title I funds will be provided for transportation if needed.

**Parents will be encouraged to attend the Annual Title I Parent information Meeting and notified by:**

- A monthly calendar
- Flyer
- Website
- SchoolReach Automated Call System (call, email, and text)
- District FaceBook

**Oak Grove Intermediate School** will give all OGIS parents an opportunity to complete an annual survey to collect information regarding times for meetings, transportation, child care, and other services that relate to Title I parental involvement. All meetings and services are set by OGIS administration and provided according to the information collected from these surveys.

**Oak Grove Intermediate School** will involve parents in planning, reviewing, and improving programs for Title I in an organized, ongoing and timely way by inviting all parents to The Annual Title I Information/Curriculum Night. A community sponsored page will be published in the local newspaper, and the county wide website will be accessed to highlight the students' achievements and interpreting assessment results to monitor the progression of the school program. The school will also describe the curriculum and the assessments used by the LEA to measure student progress in meeting the State's student achievement standards. Through regular meetings, the school will provide the opportunity to volunteer and participate in the decision making process by offering suggestions and receiving timely feedback to their suggestions.

**Oak Grove Intermediate School** will jointly develop with parents 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 will be revised and distributed to all parents for signatures during the first nine weeks of school.

School/Parent Compacts are revised annually by:

- Being placed on the website for parental review and suggestions.
- Being reviewed and discussed at the Annual Title I Revision Parent Night.
- Being reviewed by school committees such as School Councils and at other parent involvement events.
- Being reviewed by teachers and staff.
- Then all suggestions are reviewed by the OGIS administration staff, and a draft is placed on the website a second time for parental review and sent home with all students with a survey for parental input again.
- All suggestions are reviewed a second time, and the final document is drawn up and adopted.

**Oak Grove Intermediate School** will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership between school, parents, and the community to improve student academic achievement. OGIS will provide information regarding the following in a language and format that is easy for all parents to understand:

- **The State's academic content standards:**
  - The Common Core Performance Standards will be used in the LEA. Parents will be made aware of these standards and at what level their child is expected to perform to meet the state standards. Parents will be informed of their child's school ranking in the district and the district's ranking in the state. Scores will be printed in the local newspaper and opportunities will be provided for parents to discuss test data with school personnel. Parents may also access information about standards and student performance via the Internet at our website.

- Oak Grove parents are notified of the state's academic content standards and student's academic achievement standards through letters, school and system websites, local media, annual Title I Parent Information Night, parent/teacher conferences, etc. Parent conferences are an expectation for all students in jeopardy of failing during the first nine weeks. During the conference, parents are informed of achievement standards, testing requirements, student's progress, and how to monitor and work with their child.
- **The State and local academic assessments including alternate assessments:**
  - On a timely basis, parents will be provided information concerning the results of the annual review including school performance profiles, individual student assessment results and interpretation of those results, a description and explanation of the school curriculum and the assessments used to measure student progress, and the proficiency levels the students are expected to meet.
  - Other events that will be provided for parents to assist them in understanding State and local standards and assessments are:
    1. Annual Title I Information/Curriculum Night
    2. Quarterly “Parent Involvement Tips” Flyer
    3. Monthly Calendars
    4. Teachers’ Webpage
    5. Parent/Teacher Conferences
    6. Technology Workshops for Parent Portals and website
- **How to monitor their child’s progress, and how to work with educators to improve the performance of their child:**
  - Parent/Teacher Conference
  - Website
  - Progress Reports (every three weeks)
  - Report Cards (every nine weeks)
  - Parent Portal ( Student Information System)

**Oak Grove Intermediate School** will provide materials and training to help parents to work with their child to improve their child’s achievement, such as literacy training and using technology, as appropriate, to foster parental involvement by providing the following events and strategies for parents to help them work with their child’s academic achievement:

- Report Cards Every Nine Weeks
- Progress Reports Every Three Weeks
- Annual Title I/Curriculum Night
- Technology Workshops
- RTI
- Individual Parent/Teacher Conferences
- Website
- Parent Portal

**Oak Grove Intermediate School** Administration will provide training to educate the teachers, pupil services personnel, principal, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs, and build ties between parents and the school, by:

- Faculty Meetings regarding Parent Involvement Tips
- Emails regarding Parent Involvement Tips
- An annual scheduled staff meeting presented by the System McIntosh County Title I Director
- An emailed quarterly flyer: “How to Involve Parents Tips” from the System Title I Director and the Parent Involvement Coordinator
- Suggestions from the System Parent Involvement Committee meetings, shared by the System Title I Director with all OGIS school administrators, teachers, and staff.

**Oak Grove Intermediate School** will provide communication with parents concerning OGIS school events, Title I programs, and other activities through the publication of a monthly calendar of events and activities, school website, flyers, SchoolReach automated call system, emails, District Face Book, and publicity through various news media. All written correspondence is parent friendly and written in a format easy to understand.

Efforts will also be made to collaborate with the ESOL personnel and other appropriate departments to provide pertinent information for parents where English is not their first language. Correspondence is translated and distributed in the native language of the parent to the extent possible if needed.

**Oak Grove Intermediate School** will provide other reasonable support for parental involvement activities by providing various forms of communication and parent involvement events such as:

- Parent/Student Handbook
- Monthly Calendar
- Flyers
- Phone Calls
- Report Cards Every Nine Weeks
- Progress Reports Every Three Weeks
- Annual Open House
- Annual Title I/Curriculum Night
- Technology Workshops
- RTI
- Individual Parent/Teacher Conferences
- Honors Award Program
- School Council Meetings
- Email
- Website
- Parent Portal
- The Darien Newspaper
- Local TV Station
- SchoolReach Telephone Messaging System (text, call, email)