



# Title I Policy

## Parent Involvement

OIA is dedicated to providing quality education for every student in our district. To accomplish this objective, we will develop and maintain partnerships with parents and community members. Each student will benefit from supportive, active involvement of all members of the population. A positive link between home and school will create the most conducive learning condition for every child. These open communication lines will expand and enhance learning opportunities for everyone involved.

OIA intends to include parents in all aspects of school. Students will be given every opportunity for success through the development and enhancement of the home-school partnership. The Title I Department will provide communication between parents and schools in their native language. All written newsletters and notes sent home will be translated to ensure proper communication. Interpreters will be available to assist parents during workshops, Back-to-School Nights, and parent-teacher conferences.

## Parent Involvement in Developing the PIC

An advisory committee comprised of parents, members of the community, teachers and the principal will meet to discuss the implementation of the Parent Involvement Policy.

OIA will actively recruit volunteers for the advisory committee through various avenues of publicity. Committee selections will produce a diverse parent population that will include all student groups serviced by the district. Copies of the district's current Parent Involvement Policy will be distributed. Parents will be encouraged to become involved in the revising and updating the Policy as necessary. Volunteers will be recruited for the district-wide and campus advisory committees.

Meetings will be planned at convenient times and locations for all concerned parties.

## Annual Meetings and Workshops for Title I Parents

OIA will hold a minimum of four meetings for parents during each school year. Parents will be informed of new Title I guidelines and the variations from the previous year's program. In addition, OIA will offer workshops to the parents which will aim

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towards educating the parents and give them ideas and strategies in helping their children achieve their full educational, emotional, and social goals.

The meeting will be held at a convenient time and location. Written notices and telephone calls will all be directed at attracting as many parents as possible.

## School-Parent Compacts

In accordance with Title I regulations, OIA will develop a parent-student compact with the parents of students participating in the program. This compact will enable the school and parents to share responsibility for student performance and success.

The compact will explain how students, parents, and staff will share responsibility for promoting student achievement. Members of the school's Advisory Committee will be consulted in the design and implementation of the compact.

All parents will be given a copy of the compact detailing the responsibilities that teachers, parents and students have in helping students accomplish their goals. Student's responsibilities will vary by grade level.

## Types of Parent Involvement

The school will support many varied ways of parental involvement as it strives to develop and maintain an optimum learning environment for all students. Parents may contribute through volunteer programs at school as well as creating a supportive home atmosphere. The community may participate through an array of activities that promote student success.

OIA develop and maintain parental involvement activities best suited to meet the individual needs of everyone involved.

## Staff/Parent Communication

Communication with parents will include Friday Folders, notes at the bottom of children's report cards, newsletter, telephone calls, Parent- teacher conferences, and meeting notification. There will also be notices and activity packets sent home with children. Parents are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem. Staff will be receiving training on how to improve home-school communication; some parents will be asked to participate in these training sessions.

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## Title I Paraprofessionals

Our district recognizes the fact that some students will need extra assistance to achieve their full potential. The extra assistance is available to all students through the Title I Paraprofessionals and various other educational services offered through the district.

Oakland International Academy hires only paraprofessional who meet the federal requirements as follows:

- Earned at least 62 of college hours
- Obtained an associate's (or higher) degree ; or
- Met a rigorous standard of quality and be able to demonstrate, through a formal State or local academic assessment, knowledge of and the ability to assist in instructing, reading, writing, and mathematics (or, as appropriate, reading readiness, writing readiness, and mathematics readiness).

Paraprofessionals will receive on-going training and professional development. This will be out of campus, in-campus, and on-line.

- In-campus: Newly-hired par pros will attend a 4 day In-service at the beginning of the school year. Returning par pros will attend 3 days of training and will be assigned as mentors for the new ones throughout the school year.
- Para pros are expected to present at least once a year to other parapos on a topic she/he researches. The schedule of the topics will be provided at the beginning of the year by the Title I Coordinator. These will take place during our meetings.
- Attending the PDs held every first Monday of the month or Friday will be decided by management and administration. It is highly recommended that paraprofessionals attend these if they relate to improving their teaching services and developing their awareness of the best teaching methods.
- Out-of-campus: will take place either at Wayne RESA, Oakland Schools, or Macomb County. All paraprofessionals are required to attend at least one workshop which should be related to their field and the services they are providing to students. They are required to give an oral and a written presentation for their colleagues.

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- On-line classes: New par pros are required to take the class: Reading Success for ELL Students K-3. It is offered free of charge for OIA employees. All par pros need to take a minimum of one on-line class through the Michigan Learn Port or the Para Place Nation websites. Title I Coordinator will be responsible for registering them.

## Resources

All Title I resources are labeled. OIA has an inventory list of all the resources so teachers and staff can have access to it. General resources will be distributed at the beginning of the year and these include listening centers, P.M Rigby kits, Hooked on Phonics, Hooked on Math. As for the rest of the resources, these will be available to all staff based on a sign-out process.

## Coordination of Services

Oakland International Academy will coordinate all the available services in the best way possible to ensure delivering the best of services to all children. This will be done through quarterly meetings with all service providers. In addition a list of all students and provided services will be compiled and kept on file.

## Evaluation

There will be an annual evaluation of the content and effectiveness of the Title I Department, and parents will be asked for their input. The evaluation will assess annual achievements and barriers still need to be overcome. The school district will revise its Title I Department policy on the basis of this annual review.

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