

Welcome:

Allan said we will move the beginning time from 2:40 to 2:45, in order for all staff to get to the meeting.

Stakeholder Group Reports:

Admin:

ODE CSI & TSI identification: It is anticipated that we will become a “targeted” school because our testing scores are not high enough.

New Special Education Referral Process: An 11 page packet is to be completed to refer students for SPED testing prior to an Evaluation Planning Meeting. Who should be in charge of the packet? Who should pull together the information?

1. SPED referral packet is completed
2. Team leader or designee contacts parents
3. Team leader notifies school psych
4. School psych shares PWN (Prior Written Notice) and Parental Safeguards
5. Team leader gives packet to psych, who gives it to the District Referral Review Team
6. Referral Team gives a recommendation to school psych, who will initiate an Evaluation Planning Meeting to decide how to proceed.

Team would be: Title I, Administrator, General Ed Teacher, ESC, and Speech, SPED, and ELL as needed.

Allan will share this new procedure at a future staff meeting.

Parents:

Tech Trot: \$6,500 raised so far.

Conference Dinners: Parents will provide dinners for both nights of conferences.

PTO Family Night: Science Night Nov 14

Holiday Bazaar: Dec. 1

Duer’s ATA Fundraiser: Martial Arts Academy fundraiser. Parents sign up for \$40/mo. lessons and Howard gets the entire \$40.

Bottle Drop Fundraiser: PTO is considering passing out bags for a bottle drive.

Licensed:

Conference coming Nov. 7 & 8

Classified:

We miss our librarian, Julie Hopkins!

Family and Community Involvement Strategies:

We reviewed the document and made updates. (see below)

Parent Involvement Policy:

We reviewed the document and made updates (see below)

Meeting adjourned at 3:28.

Howard staff recognizes the important role that parents play in the education of their children. Every day, we make a concerted effort to recognize parental contributions and foster relationships with parents and families.

We have developed the following Parental Involvement Policy as part of our Title 1 school-wide Action Plan.

1. Howard will hold an annual meeting to inform parents of our Title 1 program at the fall Open House.
2. Parents will be involved with planning, reviewing and improving the school-wide program and the parental involvement policy through participation in Site Council. Parents will be informed of the school-wide program and the parental involvement policy through the classroom newsletters, the school newsletter, auto-dial, the school website, and PTO meetings.
3. Parents are informed about the school performance profiles and assessment results, the curriculum used, the assessment formats and proficiency levels expected through school and classroom newsletters, Open House, Oregon State Assessment Profiles, Student Progress Reports, and Family Literacy Night.
4. Through parent teacher conferences, parents are assisted in understanding the assessments and how to monitor and work with their child to improve their child's achievement.
5. Our Student/Family/School compact is presented and signed by teachers, students and families at conferences and when students enroll throughout the year. This compact is reviewed and updated annually through Site Council.
6. Teachers, families and students will be involved in transition activities into Howard, including Head Start transition meetings, and transition activities out of Howard, including visits to Kelly Middle School.

These items were discussed and approved by the Howard Site Council in October of 2018 and will be annually reviewed by the Site Council each year.

El personal de Howard reconoce el papel importante que los padres tienen en la educación de sus hijos. Cada día, hacemos un gran esfuerzo para reconocer las contribuciones de padres y hacer relaciones fuertes con padres y familias.

Hemos creado las siguientes pólizas para padres como parte de nuestro plan de Acción de Título 1 para todo la escuela.

1. Howard tendrá una reunión anualmente para informar los padres de nuestro programa de Título 1 en el evento de Puertas Abiertas de otoño.
2. Los padres se envolverán en planear, repasar, y mejorar el programa y las pólizas para los padres participando en la Consejería del Sitio. Se informara a los padres en cuanto al programa por medio del boletín de los salones, el boletín de la escuela, llamadas de teléfono, el sitio de Internet de Howard, y reuniones de PTO.
3. Se informara a los padres en cuanto a los perfiles de desempeño y resultados de la evaluación, el currículo utilizado, el formato de la evaluación y niveles anticipados mediante el boletín escolar o del salón, evento de Puertas Abiertas, Perfiles de Evaluaciones del Estado de Oregon, Reportes del Progreso del Estudiante, y la Noche de Lectura de Familia.
4. Por medio de la Noche de Puertas Abiertas y las conferencias, se explica a los padres de que se tratan las evaluaciones y como monitorear y ayudar a su hijo/a para mejorar sus logros.
5. El paquete de Estudiante/Familia/Escuela es presentado y firmado por maestras, estudiantes y familias al principio del año o en las conferencias de maestra y padre en noviembre y se actualiza anualmente mediante la Consejería del Sitio.
6. Maestras, familias y estudiantes participaran en actividades de transición a Howard, incluyendo reuniones de transición de Head Start, y actividades de transición fuera de Howard, incluyendo visitas a la Escuela Kelly.

Estas cosas fueron discutidos y aprobados por la Consejería del Sitio de Howard en octubre del 2018 y se repasaran anualmente por la Consejería del Sitio.

ELEMENTARY SCHOOL **Howard** **Family and Community Involvement** **Strategies – Fall, 2018**

Schoolwide Plans must contain strategies to involve parents in helping their children succeed in school.

1. *Describe the key strategies planned to increase meaningful family involvement that is designed to enhance home-school partnerships and improve student learning. Include these strategies in the Action Plans.*

We offer an annual Open House in the fall, where teachers explain classroom procedures, expectations, and curriculum to parents. This builds relationships between teachers and parents and strengthens their collaboration. Our annual Title 1 parent meeting is held during Open House, and is advertised to parents in the Open House flyer and in the September and October school newsletters.

We hold conferences in the fall, which provide an opportunity for teachers and parents to touch base, set goals, and evaluate student progress towards grade level goals. It is also a time for the teacher to share strategies and ideas with parents who may be struggling to support their children in school. The Title I Coordinator participates in conferences when requested for students receiving Tier 3 interventions.

We will continue to offer a Family Literacy Night in the winter. This event provides the school community with an opportunity to celebrate literacy. The event is coordinated with our annual Book Fair to support our Library book collection. The PTO has also provided books for kids receiving Title services through Book Fair funds when funds are available.

We will have a PTO Science Themed Night in the fall. This event will provide an opportunity to inform and excite our school community about STEM fields of study.

We also have some less formal evening events, including movie nights and other family nights through the work of the school district Family Resource Coordinator and our PTO.

2. *Describe the strategies or process used to include parents in decision making and evaluation of the Schoolwide Plan and/or other school related programs.*

We include parents in our Site Council, which plays a pivotal role in the development of the Comprehensive Achievement Plan. The administrator will attend PTO meetings and share out the work of Site Council with parents to get feedback and ideas.

3. *Describe the process used to meet with parents of students who have not met academic standards.*

The initial point of contact is before conferences in the fall. Parents are notified via letter when a student initially enters progress monitoring or intervention status. Additionally, parents are notified if their student's intervention status changes. Parent/Teacher Conferences will occur in early November. The Title Coordinator attends if there is a request to do so. The Title Coordinator is on campus during the conferences, so parents can stop in to conference if they so choose.

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4. Identify the date and the agenda for the annual Title I-A meeting.

Each year the annual Title 1-A meeting is held as part of Howard's Open House in the fall. This year's Open House was on Wednesday, October 10th. Parents were invited to come and hear about procedures and expectations in each classroom, as well as visit specialist classrooms like Title 1, Special Education, etc. This was advertised as Title's annual meeting in the Open House flyer. Each classroom had a sign in sheet to determine the parents' attendance at this night event (copies of sign in sheets are uploaded to the Title 1 Coordinator's binder in Google docs). A meal was offered in the cafeteria using Title funds. This allowed parents who attended to have a meal after meeting with their child's teacher.

5. Describe community collaboration and partnerships that enhance student achievement.

Howard fosters numerous collaborative partnerships with community members, including the following examples:

- Trinity Lutheran Church has "adopted" Howard Elementary and has donated clothing, supplies, field trip scholarships, and food baskets for the holidays. They also conducted a spring cleanup to spruce up our landscape beds.
- Oregon Community Foundation provides financial support for our Strings program.
- YMCA provides enrichment activities during our after school BEST program.
- ODE has put out grant funding opportunities to bring more STEM into afterschool programs, such as BEST. ODE is also providing the Science Action Plan/Committee to reach out to schools.
- Arts Umbrella provides Strings lessons to students during our after school BEST program.
- Oregon State University provides enrichment nutrition and cooking activities during our after school BEST program.
- Operation School Bell, through Assistance League, provides school clothes.
- Community Center of Lane County provides fluoride varnish to our students.
- Our evening events (Open House/Curriculum Night, Literacy Night, and PTO Family Nights) are supported by Title I, the Family Resource Coordinator, school staff, and PTO.
- University of Oregon work study students provide support during our after school BEST program.
- A garden grant supports the school garden during the school day and in the after school BEST program.
- The School Garden Project of Lane County are working with BEST to teach gardening and sustainability.
- Partnership with DHS, Catholic Community Services, and Child Welfare for Student Care Team.
- Young Rembrandts after school art program
- Howard's Girl Scout Troop involves families and students grades K-5
- Kohl's sends employees to volunteer at various school events.
- Walmart annually donates many school supplies.
- Church of God (Seventh Day) has assisted with projects, food baskets, and donated school supplies
- PAAWS, People and Animals Who Serve Reading Program

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6. *Briefly describe the process used to develop and implement the school/parent compact.*

The school/parent compact is reviewed and developed by Site Council. Its wording and content was reviewed in spring of 2017. School/parent compacts are shared with families by classroom teachers at conferences and are signed by parents. The compacts are signed by the teacher, parent, and student. A copy is given to the Title 1 Coordinator to keep on file. `

7. *Attach a copy of the school/parent compact in relevant languages.*

8. *Attach a copy of the School Title IA Family Involvement Policy.*