



# Title III Parent Engagement Plan

## English as a Second Language (ESL) Program

Royal Oak Schools

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Royal Oak's ESL program values the unique and diverse backgrounds of families in our district. We believe that parental involvement is imperative to the success of the ESL Program, and greatly impacts each student's educational experience as a whole.

Royal Oak's Title III Parent Engagement Plan:

1. Parents are involved in program planning, review and improvement.
  - Title III Parent Advisory Committee meets once a year as part of our ESL Parent Night.
  - Translators are present to help facilitate discussion and gather feedback about the ESL program and our parent outreach program.
  - A community of parents regularly meets at Upton Elementary School for Coffee Talk Club. Parents and their children engage in literacy and community outreach activities and provide program feedback throughout the year.
  - Evening community events are organized a few times through the year, such as an evening at the Royal Oak Public Library to provide resources and outreach for families at the elementary level.
  - Parents and students have access to free online subscriptions to Rosetta Stone and can attend an after school program where they practice English skills both on Rosetta Stone and through facilitated discussion with instructors. Other computer intervention programs are available for students, such as RAZ-kids, a leveled online reading program.
2. Parents are informed of their children's English Language Proficiency Assessment (ELPA) levels yearly through the mail. They are given the opportunity to accept or deny their child's placement in Royal Oak's ESL Program.
3. Newsletters are sent out at the elementary level to keep parents updated on services, program information and other important district information.
4. Royal Oak's ESL Parent Complaint Process is sent home yearly to inform parents who to contact in case they have concerns or questions about the ESL Program, services or assessment policies.
5. Bilingual staff (Albanian and Russian) is available to facilitate parental contact with the schools, translate important documents, and aid with community support services. In certain circumstances, translators can be hired in different language groups if approval is received by Royal Oak's ESL Program and Administrative offices for necessary school communication regarding a child's academic experience.
6. Parents can address any questions or concerns about parental involvement to the ESL teacher at their child's level by e-mail or phone. Contact information is below. Parents will receive prompt communication and answers from ESL staff.

### Contact Information: ESL Department

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