



# EAST RUTHERFORD PUBLIC SCHOOLS

## Department of Special Services

100 Uhland Street

EAST RUTHERFORD, NEW JERSEY 07073

Phone: 201-804-3100 ♦ Fax: 201-438-4157

G. Giancaspro

*Superintendent of Schools*

M. KRAMER

*Business Administrator*

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*Supervisor of Student Services*

S. Eposito

*Child Study Team Secretary*

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### Criteria for Determining Title I Eligibility

By law, a school district must “establish entrance and exit criteria based on multiple, objective, and uniform criteria such as assessment results, teacher recommendations, and parent recommendations.” The purpose of this document is to lay out the criteria used by the East Rutherford School District to determine student eligibility for Title 1 services.

### **Criteria for students in grades K– 3 (Language Arts)**

*Students must meet at least 3 of the criteria listed below to be eligible for Title 1 Services.*

Assessment	Qualifying Criteria
Reading Levels	Grades K, 1, and 2 - Student is 4 or more levels below grade level. Grade 3 - Student is 3 or more levels below grade level.
Report Card	Grades K, 1, and 2 - The average of performance indicators that is a score of 2 or below. Grade 3 - Reading grade that is S- or below.
MAP Assessment	Grades K, 1, and 2 - 10 points below student status norms per grade level. Grade 3 - Any score below student status norms.
Teacher Recommendation	Teacher recommendation form; approval of basic skills teacher and school principal
Parent Recommendation	Parent recommendation form; approval of basic skills teacher and school principal



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### Criteria for students in grades 1 – 3 (Math)

*Students in grades 1 and 2 must meet at least 3 of the criteria listed below to be eligible for Title 1 Services.*

*Students in grade 3 must meet at least 4 of the criteria listed below to be eligible for Title 1 Services.*

Assessment	Qualifying Criteria
Baseline Math Assessment	Grades 1 and 2 - Score of 78% or below Grade 3 - Score of 75% or below
Reading Levels to determine ability to read and solve word problems (applies to grades 3 only)	Grade 3 - Student is 3 or more levels below grade level reading level.
MAP Assessment	Grades 1 and 2 - 10 points below student status norms per grade level. Grade 3 - Any score below student status norms.
Report Card	Grades 1 and 2 - The average of performance indicators that is a score of 2 or below. Grade 3 - Reading and Math that is a grade of S- or below.
Teacher Recommendation	Teacher recommendation form; approval of basic skills teacher and school principal
Parent Recommendation	Parent recommendation form; approval of basic skills teacher and school principal



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### **Criteria for students in grades 4 (Language Arts and Math)**

*Students must meet at least 3 of the criteria listed below to be eligible for **English Language Arts Title 1 Services**.*

*Students must meet at least 4 of the criteria listed below to be eligible for **Mathematics Title I Services**.*

Assessment	Qualifying Criteria
Beginning of year Baseline Math Assessment	Score of 70% or below
Reading Levels	Student is 3 or more levels below grade level.
2016 -2017 PARCC Results	Language Arts - A score of 730 or below Math - A score of 743 or below
Report Card	Language Arts - A grade of C or below Math - A grade of C or below
Teacher Recommendation	Teacher recommendation form; approval of basic skills teacher and school principal
Parent Recommendation	Parent recommendation form; approval of basic skills teacher and school Principal



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## Title I Elementary Student Information Worksheet

Student Name: \_\_\_\_\_ ID# \_\_\_\_\_

Birth Date: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

Ethnicity: \_\_\_\_\_ Sex: \_\_\_\_\_

### Title 1 Information

(Only enter data for areas in which student will receive Title 1 Services)

	Entry Date	Exit Date
Language Arts		
Mathematics		

### Criteria for Admission:

	Language Arts	Math
Reading Level as of _____		
Math Benchmark as of _____		
Report Card Performance Indicator Average Score		
MAP/PARCC Scores		
Teacher Recommendation		
Parent Recommendation		

Student meets \_\_\_\_\_ out of 5 criteria in Language Arts.

Student meets \_\_\_\_\_ out of 5 criteria in Mathematics.

Student is eligible for Title 1 services in (circle one)

Language Arts

Mathematics

Both Language Arts and Mathematics



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## Individual Student Improvement Plan (Elementary School)

### Title 1 Program

#### GENERAL DATA

Student: \_\_\_\_\_ Grade: \_\_\_\_\_

Instructors: \_\_\_\_\_

Areas of Title 1 Instruction: ☐ Language Arts ☐ Mathematics

Parent Communication: ☐ Letter ☐ Other: \_\_\_\_\_

#### Entrance Criteria

	Language Arts	Math
Reading level as of _____		
Math Benchmark as of _____		
Report Card Performance indicator Average Score		
MAP/PARCC Scores		
Teacher Recommendation		
Parent Recommendation		

#### Exit Criteria

#### Spring Assessment Scores (to be determined in 2018)

Name of Assessment	Score

#### Weekly Student Services

Instruction	Times Per Week	Totals Hours and Minutes
Language Arts		
Math		

Instructional Techniques and Materials ☐ Proximity to Teacher ☐ Physical and Verbal Cues ☐  
Manipulatives ☐ Repetition of Directions ☐ Audio/Visual ☐ Reading of Assessments ☐ Shortening of  
Assessments ☐ Behavioral Plan ☐ Small Group Instruction



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Date \_\_\_\_\_

Parents/Guardian:

Your child, \_\_\_\_\_, was selected to participate in the East Rutherford School District's Title 1 program identified below. During the regular school day, these programs will give your child supplemental instructions in the subjects(s) noted below. Basic skills instruction will be either "in-class support" in language arts and/or math or your child may also receive "out of class" support on an as needed basis.

Students were selected for the Title 1 program based upon multiple assessments including teacher recommendations. Please take the time to complete the form indicating whether or not you want to have your child participate. Students can return this form to their homeroom teacher. Please feel free to contact your child's Title I Instructor/s for conferences, advice, or discussion regarding questions or concerns.

\_\_\_\_\_  
Supervisor of Student Services

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Title I Instructor

-----  
Your child will receive Title 1/Remedial instruction in the following subject areas:

Language Arts: \_\_\_\_\_

Mathematics: \_\_\_\_\_

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I **ACCEPT** the Title I services proposed for my child and gives permission for participation.

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

I **DO NOT ACCEPT** the Title I services proposed for my child and **DOES NOT** give permission for participation.

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

1. Enter only information for subject areas where students are receiving Title 1 services.
2. Current % refers to the current grade a student is receiving in his/her LA or Math class.
3. For elementary schools, fill in the current % box for LA with current Reading level or ELA score and fill in the current % box for Math with scores received on chapter/unit tests.
4. Highlight any students entering the Title 1 program during the month in **RED**.
5. Highlight any students exiting the Title 1 program during the month in **BLUE**.



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## Title 1

### Teacher Recommendation Form

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Subjects Taught by Teacher: \_\_\_\_\_

Reason(s) for Recommendation (must be for school-based issues such as academics, behavior, school health): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specific and Descriptive Observed Behaviors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject Area	Strengths	Areas for Improvement
Reading/LA - Reading Level – _____ (Criterion) Gray - _____ (Norm) Report Card Grade – _____ MAP/PARCC Score – _____		
Math - Benchmark - _____ Report Card Grade - _____ MAP/PARCC Score - _____		



**Please indicate the types of interventions you have tried prior to making this recommendation by placing a "✓" in the column indicated.**

<b>"✓"</b>	<b><i>Types of Interventions</i></b>
	Spoke to student privately after class
	Explained class rules and expectations
	Gave student help after class/school
	Changed student's seat.
	Spoke with parent on the telephone. Phone number _____
	Gave student special work at his/her level
	Checked cumulative folder
	Held conference with parent in school
	Sent home notices regarding behavior/school work
	Arranged an independent study program for student
	Gave student extra attention
	Set up contingency management program with student
	Referred student to School Counselor
	Referred student to Administrator
	Gave student extra time to complete work
	Explained concerns
	Conducted A to Z/F&P assessment. Reading Level _____
	Referred student to other: Specify _____



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### Title I Program Parental Release Form

**I understand** that my child's performance indicates that he or she is in need of supportive services in the area of Title I/Remedial Education.

**I also understand** that it is the concern and obligation of the East Rutherford Public School District to provide the needed supplemental help where such individualized attention would improve my child's performance. Such services are equal to the services of private facilities and will be provided at no cost to me.

**I further understand** that participation in a remedial setting is recommended by school personnel for my child.

**I also further understand** that the NJ State Department of Education states: "*Parents do not have the right to remove students from assessed Title I/Remedial Education Programs because the obligation to have assessed students in Remedial Education Programs is the same as the obligation to have children enrolled in school.*"

Knowing and understanding all of the above, it is still my desire NOT to have my child participate in the Remedial Education Program.

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*Student's Name*

---

*School*

---

*Grade*

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*Parent/Guardian Signature*

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*Date*

cc: Supervisor of Student Services (*Original Copy*)

Superintendent of Schools

Building Principal

Title I/Remedial Instructor and Classroom Instructor