



مؤسسة الوقف التعليمي الإسلامي

Sewing the Community through Excellence in Education since 1993

مدرسة مؤسسة الوقف التعليمي الإسلامي
و أكاديمية أوريجون الإسلامية

ISLAMIC SCHOOL OF MET AND OREGON ISLAMIC ACADEMY

Programs of the Muslim Educational Trust

*K-12, Private, Not-for-profit, Independent, Full-time, Co-educational, Islamic School
Fully Accredited by the Northwest Accreditation Commission (NWAC) and AdvancED*

نبذة عن المدرسة School Profile



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بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

In the Name of Allah, Most Merciful, Most Compassionate

"وَقُلِ اعْمَلُوا فَسَيَرَى اللَّهُ عَمَلَكُمْ وَرَسُولُهُ وَالْمُؤْمِنُونَ وَسَتُرَدُّونَ إِلَىٰ عَالِمِ الْغَيْبِ وَالشَّهَادَةِ فَيُنبِّئُكُمْ بِمَا كُنتُمْ تَعْمَلُونَ" (١٠٥)

And say, "Do [as you will], for Allah will see your deeds, and [so, will] His Messenger and the believers. And you will be returned to the Knower of the unseen and the witnessed, and He will inform you of what you used to do." [Quran, 9:105]

A MESSAGE FROM THE FOUNDERS OF THE MUSLIM EDUCATIONAL TRUST (MET)

"In 1993 MET was founded with the dream to help create an open, empowering, and collaborative atmosphere within the Muslim community in the greater Portland area. Over the last eighteen years, MET has made significant strides in the development of Portland's Islamic based education. MET's focus on education through positive interaction with Muslims and non-Muslims and honest communication with the media and public officials has positively impacted not only the people of Portland, but well beyond our local area. The greatest impact has been on a core group of students who have spent their formative years at ISMET/OIA. These students have grown to be successful academically, but more importantly, to become the embodiment of what it means to be a confident, active, believing and practicing young American Muslim. Inshallah (God willing), it will be these very same students who grow into leadership roles in the coming years and help lead our community to be in the vanguard of those who engage in bridge-building dialogue, faith-based community service, and stewardship of Earth and humanity."



MET Founders: Ayoob Ramjan, Gail Ramjan, Wajdi Said

The Muslim Educational Trust (MET) does not discriminate on the basis of race, color, gender, religion, national or ethnic origin, marital status, disability, or age in any of its programs or activities that include the administration of its education policies, admission policies, scholarship, loan programs, athletic and other school-administered programs.

Islamic School of MET (Pre-K – 5th)
مدرسة مؤسسة التعلیم الاسلامیة

Oregon Islamic Academy (6th – 12th)
أكاديمية أوريغون الإسلامية



P.E.A.C.E.
من أجل نهضة مجتمعاتنا
وبناء مستقبل شبابنا

*Inspiring Community
and Building the
Future of Our Youth*

Muslim Educational Trust
www.metpda.org

Piety محبة الله
Excellence الاحسان
Academics المنهجية العلمية
Character التربية والأخلاق
Engagement المبادرة والريادة

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ISMET and OIA are active members of:

Oregon Federation Of Independent Schools



**Oregon Sports
Activities Association**



Oregon Science Teachers Association



**Association for Supervision
and Curriculum Development**



Child Care Division



Islamic Schools League of America



Council of Islamic Schools of North America



OUR HISTORY IN THE MAKING

1993: Inception of the Muslim Educational Trust: A dream is born...

The Muslim Educational Trust (MET) of Portland, OR, was founded in 1993 in response to community needs in the Portland area. These needs for education about Islam were generated not only from within the Muslim community, but also by the non-Muslim community. MET's unique mission is to educate the broader community about Islam in an engaging fashion, including those audiences which have not typically been receptive to Islam's message.

In 1994, MET established its Weekend School to serve the greater Portland metro area's need for Islamic education, especially for Muslim children attending local public schools or private schools. Each Saturday's four-hour long program would offer courses such as Arabic, understanding and memorizing the Qur'an, Islamic Studies, and Islamic History. Classes were based on varying levels of proficiency in each subject so students young and old could participate. The Weekend School was enthusiastically greeted by the Muslim community which made MET realize that there was enough support and indeed a real need in the community for a full-time Islamic school.

1997: The Islamic School of MET (ISMET) is founded

The need for a full-time Islamic educational institution led MET to establish the Islamic School of MET (ISMET). Fifteen years ago, back on September 8th, 1997, the Islamic School of MET—ISMET— was founded. A small community school opened its doors for the very first time, and started to operate out of a small room in the Campus Ministry at PSU's Koinonia House (better known as the K House) with as few as 20 students ranging in grade level from Kindergarten to 4th grade. All the basic subjects were taught in addition to Arabic and Islamic studies that most Muslim families strive to teach their children at home. ISMET would provide Muslim families in the greater Portland metro area with an alternative to public schools and/or already established local private schools. The institution would stress a rigorous academic program and high achievement within an Islamic milieu where students would develop a God-centered outlook on life through Islamic education and discipline.

Student enrollment grew forcing ISMET to find a bigger home. Catering to the education needs of about 50 children at the time, ISMET had to relocate to a bigger facility in another PSU building at the corner of College and 5th Avenue in downtown Portland.

2000: MET and ISMET find a permanent home

More people were hearing about the school's success story and wanting their children to be a part of it. In order to accommodate more grade levels as well as serve more children in the community, the need arose for more space. MET executives and volunteers searched and searched and finally would come across a good size property on SW Scholls Ferry Road in Tigard. After much thought and contemplation, the property was acquired. ISMET would operate for the very first time out of its new home in January 2000 with children ranging in age from Preschool all the way up to 5th grade. Over the years, community support for the Islamic school has grown. An additional grade level was added each new school year to accommodate new and existing students all the way up to 8th grade. ISMET started graduating its first 8th grade class in June 2003.

2007: Oregon Islamic Academy (OIA) is born

When the need has come for a full-time college preparatory institution to complement the work of ISMET, MET stakeholders and community volunteers put their heads together to lay the foundation for the first high school of its kind in the Portland metropolitan area and the Pacific Northwest. On April 11th, 2007, the Muslim Educational Trust announced the opening of its co-educational college preparatory high school, Oregon Islamic Academy (OIA), for the 2007-2008 academic year. OIA would commence its first year with a 9th grade class and add on grades in the years to follow to support its growing college-bound student body all the way up to 12th grade. By God's good grace, we graduated our first class of 12th graders in June 2011.

The mission of Oregon Islamic Academy is to shape the minds and hearts of its students according to the teachings of the Holy Quran and the traditions of the Prophet Muhammad, peace and blessings be upon him. A cornerstone of the school's operating philosophy will be to foster in our students a love of learning, a spirit of inquiry, and critical thinking as well as a love and respect of people of other faiths. By incorporating Islamic principles into its rigorous core curricula, OIA will enable college-bound students to develop a God-centered outlook on life and learning. The Oregon Islamic Academy aims at producing moral, ethical, and caring young men and women who take pride in their Islamic beliefs, possess a God-centered outlook on life, have a strong commitment to education, civic engagement, and community service, and strive to excel in all of their endeavors.

The Oregon Islamic Academy originated from the efforts of MET High School Committee consisting of Sister Mollie Reavis of St. Mary's Academy, Dr. Jan Abu-Shakrah of Portland Community College, Julie Ahmed, Jawad Khan, veteran teachers at ISMET, and Wajdi Said, MET President and Co-Founder.

2012: TODAY...

Today, ISMET (Pre-K - 5th grade) and OIA (6th - 12th grade) serve the education needs of over 160 children from over 30 different ethnic backgrounds, who range in age from preschool thru 12th grade. The diversity of the student and staff population at ISMET and OIA is a true representation of the diversity of our Muslim Ummah and our community at large. Alhamdulillah (Praise be to God), ISMET and OIA routinely earn top scores in the yearly Oregon statewide achievement exams, and its graduates consistently make the honor roll at local area public and private schools, and universities.

TOMORROW: A dream becomes a reality ...

As we look ahead, we seek to continue to seek Allah's pleasure and favor through providing excellence in education to each and every one of our students. There are about 200 more prospective students on the waiting list whom we hope to accommodate with our new MET Community Center Building, that includes among its amenities, a full-size gymnasium (offering a variety of sports), a three-lane swimming pool, a full-fledged commercial kitchen and hot lunch program, a fitness room, and an art studio.

OUR MISSION STATEMENT AND PHILOSOPHY

Our mission is to deliver superb academic and spiritual instruction within an Islamic environment that will nurture our children's hearts and minds and prepare them for their role in life as stewards of Earth and humanity. Within this mission, the objectives of ISMET/OIA are:

1. To provide an active learning experience that incorporates critical thinking, analytical reasoning, and problem solving skills in the core areas of Language Arts, Mathematics, Science, Fine Arts, Social Sciences, and Physical Education in parallel with a comprehensive curriculum of Islamic Studies, Quran, and Arabic Language.
2. To instill in our students a love of learning, a spirit of inquiry and the ability to link science with Islam so they can explore the myriad signs of God in the Universe and within themselves.
3. To inspire and transform students into confident, capable individuals with a God-centered outlook on life through Islamic education and discipline.
4. To utilize modern teaching strategies and methodologies to deliver superb academics and extracurricular experiences to our students that will polish their talents and mold them into positive, productive members of society.

ISMET and OIA are programs of the Muslim Educational Trust, a non-profit organization dedicated to the betterment of our society, and striving to achieve its purpose through education, cooperation, networking and programs which benefit both Muslims and non-Muslims in the greater Portland, Oregon area.

ISMET/OIA: The Ideal Community School Model

What makes the Islamic School of MET/Oregon Islamic Academy a unique educational institution is the fact that we are a community organization in which both Muslims and non-Muslims work together for a better tomorrow for our youth and our humanity. Our parents and our community continue to be our ambassadors to the outside world. Their relentless and ongoing support has been instrumental to the stability and sustainability of our educational programs for 15 years (ISMET) and 5 years (OIA).

In addition to staff, teachers, parents, and students, our school community includes the following key partners who create the foundation of stability and framework of support for our educational programs ISMET and OIA:

- MET's Education/Academic Achievement Committee
- MET's Outreach Committee
- MET's High School Committee

MET Education/Academic Achievement Committee

Academic achievement and hands-on learning go hand in hand. This is what this unique committee is all about. Comprised of staff members, parents, and community members who are specialized in the areas of Science, Math, and Technology, this committee sets our students up for success for overlooking the Science and Math curriculum at ISMET/OIA and making recommendations for hands-on learning and opportunities for growth and critical thinking skills that are necessary to succeed in today's world.

MET Outreach Committee

Community support is integral and vital to the success of a community-based school. The goal of this vibrant committee is to promote our services to the public and engage them in our youth and outreach programs. This is done through a variety of annual and biannual events that bring our community together, both Muslim and non-Muslim, young and old, conservative and liberal to a common middle ground and medium that is enjoyable by all and conducive to sharing experiences, learning from one another, and building bridges of mutual respect and understanding.

MET High School Committee

Comprised of education professionals in the community who have been in the field for 20+ years, this committee was instrumental in establishing the foundation of our Oregon Islamic Academy High School program. From credits to course offerings to extracurricular programs to college counseling and college prep, this committee established a solid program that would thrive and produce our first college-bound 12th grade graduates in June 2011. Our two graduates are currently enrolled as Freshman students at Lewis and Clark College and Pacific Northwest College of Art.

QUICK FACTS AND MILESTONES

We move into our new home at the newly constructed MET Community Center Building in August 2015.

Islamic School of MET (Elementary):

- Founded by the Muslim Educational Trust in September 1997
- Graduated our First Class of 8th Graders in June 2003 (over 50 eighth graders in all in 2003 thru 2011)
- ISMET Preschool and After-school Child Care Program is licensed by the Oregon State Child Care Division
- Elementary thru Middle School (8th grade) until Oregon Islamic Academy (OIA) was founded in 2007 at which point ISMET became elementary only from Pre-K-5th grade, and OIA became our Middle and High School

Oregon Islamic Academy (Middle School and High School):

- Founded by the Muslim Educational Trust in September 2007 (CEEB#: 380930)
- Graduated our First Class of High School Seniors in June 2011 (See OIA College Admissions Profile & OIA High School Course Offerings for more information)
- MET launches Oregon's Muslim Youth (OMY) as an umbrella to all youth mentorship and leadership programs in December 2010

OUR TEAM

Our professional team of staff and teachers comprises the following:

- School Management Team: meet 1-2 times a week
- Teachers and Staff Members (15 full-time, 10 part-time): meet once a month as well as biweekly for department meetings
- Office and Counseling Personnel
- College Guidance Counselor

OUR CAMPUS AND FACILITIES

We are located on 10330 SW Scholls Ferry Road, Tigard, OR 97223 on a beautiful, well-maintained 2.5 acres campus at the intersection of Scholls Ferry Road and Conestoga Drive. We raised funds and worked with the City of Tigard to install a traffic signal at this busy intersection back in 2005 in order to ensure safe access to our campus by students and visitors.

Our Campus houses the following facilities:

- 14 classrooms
- Lunch room & full-fledged commercial kitchen, serving hot school lunches every day
- Full-size Gymnasium offering different sports
- Three-lane Swimming Pool; swim classes are offered during P.E. each week
- Multi-purpose / prayer room
- 2 Outdoor playground areas
- Community Library (Automated checkout system launched in October 2009)
- Science and R&D Center
- Technology Center
- Art Studio
- Coffee & Gift Shop

OUR STUDENTS AND THE COMMUNITY WE SERVE

In alignment with the mission of the Muslim Educational Trust, ISMET and OIA are **open to all** members of the community regardless of faith, race, gender, financial status, etc. As such, the following items characterize our enrollment and the community/student body whom we serve:

- Proudly serving families and children in the Greater Portland area as far as Gresham, Gladstone, Wilsonville, and Vancouver
- Current enrollment: 160+ students in Grades Pre-K to 12th grade (with 200+ prospective students on the waiting list)
- Students and Staff Members come from over 30 different ethnic and racial backgrounds (including White, Caucasian, Native American, Hispanic, and African American) with over 15 languages spoken.
- 10% of our parents are non-Muslim, and 10% of our teachers are non-Muslim
- Scholarships are based on financial need are offered to up to 20% of our student body.

Tuition: Ranges from \$6,000 - \$8,000 per student per year, broken down over the course of the school year into 10 installments (September thru June); up to 20% of our student body is on full or partial financial aid scholarships. Annual fundraisers for scholarships and annual operation expenses include the following annual functions: Bake Sale, Auction, Fundraising Dinner, Book Fair, among others.

ACADEMICS

The academic program at ISMET/OIA is organized on a rotating block schedule. Classes are scheduled in increments of 40-minute periods or 100-minute blocks. Block classes are year-long; each block class meets every other day. Grading is trimester-based and takes place at the end of each trimester (Fall, Winter, and Spring) for each of the classes offered thereof. Our school year is 10 months long and spans September thru June.

Our daily school day schedule is as follows:

- Pre-K: 8:30 a.m. - 12:00 p.m.
- K: 8:30 a.m. - 1:30 p.m.
- 1st-12th: 8:30 a.m. - 3:30 p.m. (the school day is shortened and ends on 2:30 p.m. during Ramadhan)
- We observe all National holidays in addition to the following No School Days, Eidul-Fitr Break and Eidul-Adha Break

The following items characterize our curriculum at ISMET and OIA:

- One class per grade level with combined grades in some cases
- Teacher to Student Ratio:
 - Pre-K 1:10
 - K-5th 1:15 or 1:20
 - 6th-12th 1:25
- Core Subjects taught: Language Arts, Mathematics, Science, Social Studies, in addition to Arabic, Islamic Studies, and Character-Building/Tarbiyah
- Curriculum Used: McGraw-Hill, Glencoe, Islamic Services Foundation
- OAKS Benchmark Exams administered annually for 3rd, 5th, 8th, and 11th grades
- PBIS Positive Intervention Behavior System and Tarbiyah Character-Building Program in place with monthly themes
- Collaboration with neighborhood public schools for special needs and student testing
- High School Elective Classes Offered: include Media Literacy, Political Science, Global Studies, Foreign Languages, Nasheed/Voice, Economics, Fine Arts, Speech & Debate (See OIA Course Offerings for more information)
- AP® courses are offered to High School Students in Physics, Biology, Statistics, and Human Anatomy. AP is an open-enrollment program.
- Students at ISMET and OIA receive progress report cards at the end of the first, second and third trimesters; these grades become part of the student's permanent academic record.
- School policy does not include class ranking for each student. Rather each student's performance on basis of individual academic merit, not in relation to other students in their class.
- GPA is computed per trimester and cumulatively for Middle School and High School students
- Student overall behavior and work ethic are also assessed at the end of each trimester and in regular teacher meetings throughout the school year
- Letter grades are assigned for each subject matter starting in 3rd grade thru 12th grade based on the following breakdown:

Symbol	Points	%	Performance
A+	4.33	98-100%	
A	4.00	93-97%	Excellent
A-	3.67	90-92%	
B+	3.33	87-89%	
B	3.00	83-86%	Above average
B-	2.67	80-82%	
C+	2.33	77-79%	
C	2.0	73-76%	Average
C-	1.67	70-72%	
D+	1.33	67-69%	
D	1.0	63-66%	Below average
D-	0.67	60-62%	
F	0.0	< 60%	Failing

COLLEGE-PREP AND GUIDANCE PROGRAM

Oregon Islamic Academy offers the following College-Prep Program under the leadership of Our College Guidance Counselor:

- Weekly Advisory Class - Study Skills - General Skills including motivational videos and guest speakers from a wide spectrum of careers and technical backgrounds to share their success stories with the students
- SAT and PSAT Prep (starting in Middle School and offered during classes and in the Summertime)
- Saturday Academy Summer Internships
- College-Prep Night: Mentorship regarding the College Application Process, FAFSA, CSS Profile, etc.
- College Scholarships 101
- Annual Career Day
- Campus visits to different colleges
- Designated webpage for College-Prep Resources

GRADUATION REQUIREMENTS

Graduation requirements for Oregon Islamic Academy are closely aligned with those for Oregon State Department of Education, including the recently instated Essential Skills requirement to ensure proficiency in 21st century skills that are necessary for success and achievement in today's college, workplace, and civic life. To graduate from Oregon Islamic Academy and earn an **Oregon Islamic Academy High School Diploma**, a student must earn a minimum of 30 units of credit over the course of his/her high school years from 9th to 12th grade. In addition to the required **33 credits**, each student must complete **80 hours** of volunteerism and community service, as well as a senior thesis project, reflecting upon contemporary issues having to do with Islamic identity, community service, and civic engagement. A variety of challenging, out-of-the-box electives as well as AP and pre-AP core classes are also offered each year to our students. Dual high school & college credit classes are also available; see the Oregon Islamic Academy College Admission Profile and the OIA High School Course Offerings for more details. AP and Honors classes, where applicable, are weighted by one additional point. Grades are recorded on the transcript and grade point average is computed at the end of each trimester; a cumulative GPA is computed at the end of the 3rd trimester in June. To follow is a breakdown of the 33 credit hour requirement each student needs to complete in order to graduate and receive an OIA High School Diploma:

Subject	Units of Credit
English	4.0 units
Social Studies	4.0 units
Mathematics	4.0 units
Science	4.0 units
Arabic	4.0 units
Islamic Studies	4.0 units
Physical Education	1.0 units
Speech	1.0 units
Information Science	1.0 units
Health	1.0 units
Electives	4.0 units
Fine/Performing Arts	1.0 units
Total	33.0 units

EXTRACURRICULARS

Students at the Islamic School of MET enjoy the following extracurricular activities:

- Classes offered each week: Physical Education, Art, Nasheed/Voice, Library
- After-School Year-long Enrichment and Fitness Programs:
 - Book Club
 - Art Club
 - Jump-Rope Club
 - Chess Club
 - Quran Club
 - Basketball, Soccer, Table Tennis, Swimming (seasonal)
 - Tae-Kwon-Do (seasonal - launched in September 2007)

Students at Oregon Islamic Academy enjoy the following extracurricular activities:

- Classes offered each week: Physical Education, Art, Nasheed/Voice, Computer Lab
- After-School Year-long Enrichment and Fitness Programs:
 - Sports and Nutrition Club
 - Art Club
 - Green / Environmental Club
 - Jewelry-Making Club
 - Fantastic Chefs Club
 - Media and Multicultural Club
 - Youth Ambassadors Club (Media and Service - launched in September 2009)
 - Youth Ambassadors Club Student Government (launched in October 2011)
 - Lego Robotics (First competed in FLL in December 2009)
 - Science Bowl (First competed in January 2011)
 - Toastmasters Leadership Program
 - Homework Help and Tutoring

ANNUAL SCHOOL FUNCTIONS

Students at the Islamic School of MET and Oregon Islamic Academy enjoy the following annual school functions and fairs:

Within ISMET/OIA:

- Energy Fair (inaugurated in November 2009 as a program of the MET Green Campaign)
- Spelling Bee (4th-8th grade)
- Geography Bee (4th-8th grade)
- Arabic and Islamic Studies Fair (inaugurated in January 2009)
- Science Fair (inaugurated in 2001)
- Speech Tournament (inaugurated in February 2011)
- Quran Memorization Contest
- Mini-Hajj (Mini pilgrimage)
- Junior Poetry Night (inaugurated in April 2009)
- Youth Essay Contest
- Tea Party with a Special Guest
- Arabic Spelling Bee (inaugurated in May 2010)
- Annual Alumni Gathering
- Earth Day Celebration (recognized as part of the MET Green Campaign launched in September 2009)
- Bi-annual health and dental screenings

Beyond ISMET/OIA:

- Washington County Human Rights Council Poster Contest
- American Math Challenge
- Scripps Regional Spelling Bee
- Regional National Geographic Geography Bee at Western Oregon University
- Gresham-Barlow at-large Science Expo
- INTEL Northwest Science Expo
- Valley Catholic Speech Tournament
- PSU Young Historians Conference
- Poetic Power Writing and Poetry Contests
- First Lego League Qualifying Tournament
- Bonneville Power Administration Regional Science Bowl (in conjunction with the U.S. Dept of Energy)
- World Affairs Council WorldQuest Competition
- PSU Engineering Discovery Showcase
- PSU Engineering Design Competition
- Various Field Trips and Outings to a variety of destinations
- Student group visits and exchange visits between ISMET/OIA and different schools in the greater Portland area like Oregon Episcopal School, the International School of Beaverton, etc.
- Islam 101 youth presentations to youth at churches and different schools in the greater Portland area

CELEBRATING OUR STUDENTS

Our students are celebrated throughout the school year as part of the following programs:

- Character-Building Tarbiyah Program daily and monthly celebration (Caught Doing Good)
- MET Honor Society, recognizing distinguished middle school and high school students at the end of each trimester (inaugurated in Winter 2011 - see below for more details)
- Special Bulletin Board Displays and Weekly Newsletter announcements
- Winners at Annual School Fairs and Functions celebrated with personalized medals or trophies during Morning Assembly at School or during Monthly MET Forum and community gathering on the second Saturday of the month

MET Honor Society:

Founded in Winter 2011, the MET Honor Society seeks to recognize middle school and high school students who exemplify outstanding academic performance with a GPA of at least 3.5, exemplary character and work ethic, excellent attendance, and exceptional leadership and community service spirit both within the MET community and beyond (at least 15 hours per trimester: 10 within MET and 5 outside of MET). Student performance is reviewed each trimester to determine new or continued enrollment in the MET Honor Society. Effective the 2011-12 academic year, the MET/OIA Honor Society is officially a chapter of both the National Honor Society - NHS (grades 10-12) and the National Junior Honor Society - NJHS (grades 6-9).

CELEBRATING AND SUPPORTING OUR STAFF

We support our Professional Staff through Annual Staff Development Sessions that meet their needs:

- ISNA Annual Education Forum
- NSTA Annual Teachers Conference
- Mathmania Conference by Live Mathematics
- CSEE Annual Staff Development Session with Dr. David Streight
- In-house workshops for Math Enrichment, Hands-on Science Instruction, and Language Arts: Reading Comprehension and Writing, etc.
- PBIS and Tarbiyah/Character-Building training
- Designated webpage for Teacher Resources across different subject matter
- Bi-annual CPR and First Aid Training
- Support for periodic training required to maintain teaching credential

We value the commitment and dedication of our staff members and teachers. The following benefits are offered to all staff members at the discretion of the MET Board of Directors:

- Subsidizing cost of staff development workshops outside of MET
- Health and dental insurance
- Paid sick days
- Extended time for planning and a personal break each day
- Coordinating child care for staff members on Teacher In-Service and Staff Development days, Parent-Teacher Conferences, as well as early dismissal school days
- Annual Teacher Appreciation Luncheon and seasonal pay raise
- Seasonal Eid (Islamic Festival) gifts
- Coming Soon: Teacher Retirement Plan

STAFF EVALUATION

Staff performance is evaluated and periodically assessed through the following tools:

- Routine Classroom Visitations (pop-in and comprehensive by senior staff and outside professionals)
- End of Trimester Self-Evaluation
- Year-end Self Evaluation
- Periodic Job Satisfaction Surveys and Interviews

CONNECTING WITH PARENTS AND FAMILIES

To foster parental involvement, we ask our parents to volunteer in the classroom and at MET or school functions, toward a positive and engaging partnership. They also have a chance to serve on our Outreach and/or Education/Academic Achievement Committees. In addition, we utilize the following tools to maintain a transparent and ongoing communication with our parents, students, and families:

- Weekly school and community newsletter
- Up-to-the-minute monitoring of students' academic progress on Engrade.com
- Classroom websites postings of homework and subject newsletters (Launched in September 2008)
- Open-door policy: parent-initiated and teacher-initiated meetings
- Parent-Teacher Daytime Conferences at the end of each trimester
- Periodic Parent Satisfaction Surveys
- Volunteer Appreciation Breakfast
- Annual Tea Party with a Special Guest for younger students to instill a spirit of appreciation and generosity toward those we love
- Monthly forum and potluck dinner on the second Saturday of the month
- Annual Book Fair, Cultural Night, and Oregon Islamic Academy 8th and 12th grade Graduation Banquet

CONNECTING WITH OUR COMMUNITY

Alhamdulillah (Praise be to God), we are blessed with an excellent base of community support that includes not only our parents and families but also professionals from the community at large in the field of Education and well beyond who choose to serve in various capacities including speaking about their careers to our high school students, serving as judges at various school functions, and serving on MET's Outreach and Education/Academic Achievement Committees, among many other opportunities.

Our Publications and Community Outlets / Communication Venues:

We celebrate community and share our updates and events across the span of several venues as follows:

- Weekly newsletter to parents
- Monthly newsletter to the community
- Monthly forum and potluck dinner on the 2nd Saturday of each month
- Zoom-In published by the High School Students
- Web Radio run by the Youth Ambassadors Club
- Weekly Iftaar (Breaking-of-the-fast) gatherings during the month of Ramadhan
- Annual Open House
- Annual Book Fair
- Annual Cultural Night
- Annual Graduation Banquet
- Annual Volunteer Appreciation Breakfast

Making a Difference for our Community:

At our school, we champion a spirit of community service as one of the goals of our very existence on Earth. To follow is a list of sample activities our students engage in throughout the school year to give back to the community:

- Awareness Walk for the Homeless
- Leukemia Lymphoma Society Drive
- Southwest Hope Food Drive
- SOLV Beach Cleanup
- Oregon Food Bank
- Habitat for Humanity
- Islam 101 interfaith youth presentations to youth at churches and different schools in the greater Portland area
- Service Learning Day in partnership with Oregon Episcopal School
- Humanitarian Aid trip to Japan, Summer 2011

Our Partners and Affiliations:

- Portland Community College
- Portland State University Challenge Program
- St. Mary's Academy
- Oregon Episcopal School
- Lewis and Clark College: Education and Counseling Department
- Among others

CONTACT INFORMATION

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Our endowment is a trust that reaps continued charity, ongoing reward, and benefit for all.