



Mississinewa Community Schools District Title I Parent Involvement Policy

Mississinewa Community School District intends to follow the parental policy guidelines in accordance with ESSA (Every Student Succeeds Act). The Title I Director will distribute this policy to the parents of students participating in the Title I program.

Policy Guideline

Mississinewa Community Schools agrees to implement the following requirements for Title I Parent Involvement.

Involve parents in the joint development of the plan and the process of school review and improvement.

- An Annual Title I Meeting will be held at each Title I school at the beginning of each academic year to inform parents and staff about parent involvement opportunities, family nights, parent rights, curriculum, assessments, and intervention.
- An Annual Title I Review Meeting will be held at each Title I school in the spring of each school year. The meeting will consist of parents and staff members that will review the current Title I programming, parent involvement policies, and procedures. The committee will determine the effectiveness of the program and revise the program to improve areas of weakness. The committee will discuss current curriculum initiatives and assess current programming in the schools. The committee will then review and revise each individual school's plan.
 - To receive as much parent input as possible, a Title I Parent Involvement Survey will be sent to all guardians of Title I schools to give all parents the opportunity to review and express their ideas about our Parent Involvement Plan. The survey will be sent through Seesaw, Mississinewa's parental online communication platform.

Provide the coordination, technical assistance, and other support necessary to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.

- Mississinewa Community Schools will provide support to the Title I committee and any parent or teacher who wants to join as they meet throughout the year to plan and discuss parental involvement activities that will help to increase student achievement in the schools. The Title I Director meets monthly with the principals of each Title I school and meets every other month with parents and staff during PTO meetings to develop parent involvement activities. The Title I Director also provides her phone number and email to all parents and encourages parents to meet at a time that is convenient for them to share their ideas.

Mississinewa Community Schools helps to build the schools' and parents' capacity for strong parental involvement by providing parents with:

- Information on Indiana Academic College and Career Readiness Standards from the IDOE website and publications will be shared with parents under the Parent section of our school website.
- Information on academic assessments used to measure student progress and proficiency levels that students are expected to meet on: ILEARN, IREAD3, i-Ready, IXL, and Exact Path. These assessments are also discussed at the Annual Title I Meeting. i-Ready reports will be sent home that show reading and performance levels. These reports will indicate whether a student is performing below, at, or above grade level. These reports will include information on how to read the reports and suggestions to help the student achieve academic success.
- Access to grade and progress information through PowerSchool's parent portal link on the the district/school website.
- Individual schools will provide information at Family Nights, Title I Annual meetings, individual parent-teacher conferences, newsletters, teacher emails, Seesaw Family Communication, and invitations to events.
- Parent weblinks and student Learning Links are posted under the parent and student tabs of each school's website.
- The school district with the assistance of its schools and parents, will educate teachers, student services personnel, principals, and other staff in how to reach out to, communicate with, and work with parents as equal partners, by providing professional development of these topics on PLC (Professional Learning Community) days, that are built into our school schedule.
- Technology training is offered at the beginning of academic year, and families are encouraged to request one-on-one trainings that are convenient for their schedules. Online parent technology training is also found on the Mississinewa website under the technology tab. Mississinewa also provides free hot spots for families who do not have internet access at home.
- Family learning activity bundles can be requested by parents to focus on Indiana Academic Standards in the areas of reading and math. Flyers and newsletters encourage families to reach out to the Director of Title I to check out math and reading bundles from each Title I school.

- The school district will ensure that information related to the school and parent programs, meetings, and other activities that encourage and support parents to more fully participate in the education of their children are in a language that parents understand. The Title I Director will meet with the EL coordinator and school secretaries to gather names of parents who have requested or might need information printed in another language.
- A school staff that is committed to communicating with parents. Teachers provide newsletters and student progress reports to keep parents updated on student progress. Teachers are rated on parent communication as part of their evaluation.
- A shared expectation that parents can request academic, emotional, behavioral, and social support for the improvement of student achievement. This includes but is not limited to request for conference with teacher and/or principal. Mississinewa works with Family Services, Bowen Center, Keystone, and Cornerstone to provide wrap around services for our students.
- The school district will provide full opportunities for the participation of parents with limited English proficiency, families experiencing homelessness, parents with disabilities, and parents of migratory children.
- Provide other reasonable support for parental involvement activities as parents may request under section 1116.

Coordinating and integrating, as appropriate, parent involvement with Head Start, Even Start, Parents as Teacher Programs, and public preschool programs.

- There are four orientation/registration sessions held in March for students wanting to attend preschool. Entering students participate in Brigance Age Level Testing for placement screening. Preschool students and families participate in Family Fridays that occur four times a year. Parents are also given monthly newsletters to educate families about academic, behavioral, emotional, and health needs.
- Any child that receives early intervening services through First Steps is referred to the Office of Exceptional Education by their 30 month of age. A transition meeting is held with the parent, First Steps Coordinator, and the Director of Exceptional Education to review the child's progress and inform the parent of their rights. It is the obligation of the Local Education Agency, Mississinewa Community Schools, to have evaluated, Case Conferenced, and offered Special Education Services to the family prior to the child's third birthday if the child is found eligible for the areas of disability according to Article VII. Services vary dependent on the child's needs and goals along with what the family prefers and can include Special Needs Preschool (half-day), Full Day Preschool, or walk-in services that are included in the child's Individual Education Plan.
- Once a child that is preschool age (3-5) is found eligible for Special Education services and signed permission is granted by the family, the Office of Exceptional Education will invite the family to trainings and case conferences. The family is always contacted via phone or email to schedule case conferences, and notices are also mailed home to families. Various

training and information meetings occur throughout the year including Autism Parent Support Group Meetings and Family Fun Nights. This information is shared with families via newsletters that are handed out by their child's Teacher of Record, mailed home, advertised within the building and in the community.

- Parents are encouraged to reach out to the Director of Title I for Math and ELA resources. due to COVID we do not have a parent resource area in the school library at this time.

Conduct, with the involvement of parents, annual evaluation of the content and effectiveness of the parental involvement policy in improving academic quality of the schools served with Title I, Part A funds, including –

- An Annual Title I Review Meeting will be held at each Title I school in the spring of each school year. The meeting will consist of parents and staff members that will review the current Title I programming, parent involvement policies, and procedures. The committee will determine the effectiveness of the program and revise the program to improve areas of weakness. The committee will discuss current curriculum initiatives and assess current programming in the schools. The committee will then review and revise each individual school's plan.
 - To receive as much parent input as possible, a Title I Parent Involvement Survey will be sent to all guardians of Title I schools to give all parents the opportunity to review and express their ideas about our Parent Involvement Plan. The survey will be sent through Seesaw, Mississinewa's parental online communication platform.
- The school district will use the findings of the evaluation survey about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary, its parental involvement policies.
- The Title I Team including the Parent Team will review and update the Mississinewa Title I Comprehensive Needs Assessment and Schoolwide Plan. Results will be sent to the district office and the data from the evaluations will be discussed at the annual Title I program evaluation meeting held each spring with parents and school staff will be included in the planning for the parent policy the following year. Results will also be shared with parents at the Annual Title I Meeting in the fall, and plans may be updated to include new activities to meet the identified needs.
- These meetings will take place in the spring of each year at the Title I schools.

PARENT NOTIFICATIONS

As required by ESSA, the following information is to be mailed annually with parents. The distribution of this document shall serve as a formal notification to parents regarding these issues.

RIGHT TO REQUEST INFORMATION

Each parent of a student in a Title I school has the right to request information about the professional qualifications of the student's teacher(s) and any teacher assistants who serve the student. The administrative office at the child's school will provide this information upon request. The school will also mail this notice to all parents.

PARENT NOTIFICATION REGARDING NON-HIGHLY QUALIFIED TEACHERS

ESSA requires us to notify the parent when a teacher who is not qualified teaches your child for four or more consecutive weeks. If this occurs, your child's school will send home a letter giving you information regarding your child's teacher.

EXPECTATIONS FOR PARENTAL INVOLVEMENT

Mississinewa Community Schools provides frequent and convenient opportunities for full and ongoing participation in the Title I program. This shall include opportunities to jointly develop the Title I program plan and suggest modifications in the process for school review and improvement.

Any comments indicating parents' dissatisfaction with the district Title I program must be collected and submitted along with the Title I application to the Indiana Division of Compensatory Education.

The Title I program must be designed to assist the students to acquire the competencies and achieve the goals established by law, as well as the goals and standards established by the Mississinewa School Board. These goals and standards must be shared with parents in a manner that will enable them to (1) participate in decisions concerning their child's education and (2) monitor and improve the educational achievement of their child.

SCHOOL POLICY

Each school must submit its Title I school parent involvement policy, which must meet all legal requirements. This policy must be developed jointly with and distributed by the school to parents of participating students. This policy must be updated annually.

A copy of each school's parent involvement policy shall be kept on file with the school's Title I program plan in the Central Office and placed online under the MCSC Parent tab for easy access.