



MISSION
ELEMENTARY SCHOOL



10568 California Street

Redlands, CA 92373-6239

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Denise Fee, Principal

Jenise Feinberg, Assistant Principal

Home of the Mustangs

Title I School-Level Parental and Family Engagement Policy Mission Elementary School

Mission Elementary has developed a written Title I parental involvement policy with input from Title I parents. The school site annually involves parents in the joint development in agreement of the policy, which is reviewed as part of the Single Plan for Student Achievement (SPSA) and through site advisory groups, example, School Site Council (SSC) and English Learner Advisory Committee (ELAC). The policy has been distributed to parents. The policy describes the means for carrying out the following Title I parent and family engagement requirements [20 USC 6318 Section 1118(a)-(h) inclusive].

Involvement of parents in the Title I program

To involve parents and family members in the Title I program at Mission Elementary, the following practices have been established:

- A) *The school convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of parents to be involved. [20 USC 6318 Section 1118(c)(1)]*
 - **Information about Title I is given at our annual back-to-school night in August.**
- B) *The school offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, childcare, or home visits, as such services relate to parent involvement. [20 USC 6318 Section 1118(c)(2)]*
 - **A flexible number of meetings will be held at various times based on the parent need and will include childcare.**
- C) *The school involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the schools Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the development of the school-wide program plan. [20 USC 6318 Section 1118(c)(3)]*
 - **An annual survey of parents is conducted to assess needs.**
 - **The Mission Elementary Parent Involvement Policy and the School-Parent Compact are reviewed annually by the SSC, ELAC, the school leadership team, and the Mission Elementary Staff.**
 - **The progress of the Title I program is reviewed each time SSC meets.**
- D) The school provides parents of Title I students with:



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- *Timely information about the Title I program. [20 USC 6318 Section 1118(c)(4)]*
 1. **Information at Mission Elementary is communication through Aeries communications, Twitter, Back to School Night, Coffee & Conversation with the Principal, SSC, ELAC, and PTA.**
 - *A description and explanation of the curriculum and use at the school, the assessments used to measure student progress and the achievement levels of the challenging State academic standards. [20 USC 6318 Section 1118(c)(5)]*
 1. **Information regarding curriculum, assessments and student academic progress and grade level standards is shared via Back-to-School Night presentations, formal and informal parent teacher conferences, SSC, PTA, and ELAC meetings, Coffee with the Principal meetings and IST meetings.**
 - *If requested by parents, the school provides opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. [20 USC 6318 Section 1118(c)(4)]*
 1. **Mission Elementary provides opportunities for parent collaboration and decision making through both formal and informal parent teacher conferences, IST meetings, Back-to-School Night presentations, SSC, ELAC, and PTA, and Coffee with the Principal.**
- E) *If the school-wide program is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency. [20 USC 6318 Section 1118(c)(6)]*
- **Parents are provided time at each meeting to submit comments to SSC and could at that time share if they are not satisfied with the school plan activities.**
 - **Mission Elementary will submit all written documentation of parent comments that reflected the program is not satisfactory to the Local Educational Agency (LEA)/Redlands Unified School District.**

Building capacity for involvement

Mission Elementary school engages Title I parents in meaningful interactions with the school. It supports a partnership among the staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:



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A) *The school provides parents with assistance in understanding such topics as the challenging state academic standards, state and local assessments, their requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. [20 USC 6318 Section 1118(e)(1)]*

- **Mission Elementary supports parents in understanding topics such as state standards, assessments and how to monitor their child's performance through formal and informal parent teacher conferences, IST meetings, SSC, ELAC, PTA, Coffee with the Principal, Family Engagement Nights and use of Aeries Parent Portal.**

B) *The school provides parents with materials and training to help parents work with their children to improve their children's achievement. [20 USC 6318 Section 1118(e)(2)]*

- **Mission Elementary provides parent workshops to empower parents to support and assist their children's education. These workshops are held on topics such as math, reading, STEM/STEAM as well as Social Emotional Learning supported by our school counselor.**

C) *The school shall educate teachers, specialized instructional support personnel, administration, and other school leaders, and other staff, with the assistance of parents in the value and utility of contributions of parents, and how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents in the school; [20 USC 6318 Section 1118(e)(3)]*

- **Mission Elementary includes discussions on parental involvement regularly at grade level meetings, Professional Learning Community / Data Team Meetings, Leadership Meetings, and MTSS Meetings. Strategies to enhance parent involvement are discussed and integrated into our educational program and/or SPSA.**

D) *The school shall, to the extent feasible and appropriate, coordinate and integrate the parent involvement programs with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children. [20 USC 6318 Section 1118(e)(4)]*

- **Coordination of parent involvement in activities at the site are done by PTA, SSC, ELAC, and/or Mission's school counselor.**
- **Appropriate relationships for community organizations will be developed and may include: partnerships with Mission Church and Grove School, and supporting academic excellence through awards recognition assemblies, as well as supplying the school with needed materials and equipment.**
- **Through Aeries communication, Peachjar communications, Twitter, Kindergarten Orientations, Back-to-School Night, formal and**



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informal parent conferences, and/or referrals to viable parent resources.

E) *The school distributes information related to school and parent programs, meetings, and other activities to parents in a format and, to the extent practicable, in a language the parents can understand. [20 USC 6318 Section 1118(e)(5)]*

- **School information, including communication about the Title I program, will be distributed in the languages spoken by the families of students in the school as outlined in law.**

F) *The school provides such other reasonable support for parental involvement activities as parents may request/ [20 USC 6318 Section 1118(e)(14)]*

- **Parent involvement strategies within the SPSA are integrated based on parent input.**

Accessibility

Mission Elementary, to the extent practicable, provides opportunities for the informed participation of all parents and family members (including parents and family members with limited English proficiency, parents and family members with disabilities, and parents and family members of migratory students) including providing information in school reports are provided in a format and language that parents understand:

- A) **All parents, including parents with limited English proficiency, are provided information in an understandable format as outlined in the law.**
- B) **Interpreters, or the language line, are used at parent meetings to translate parent information.**
- C) **Access to all facilities and parking are provided to parents with disabilities.**

School Parent Compact

Mission Elementary distributes to parents and family members of Title I students a School-Parent Compact. The compact, which has been jointly developed with parents, outlines how parents and family members, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. The separate School-Parent Compact addresses the following legally required items, as well as other items suggested by parents and family members of Title I students. [20 USC 6318 Section 1118(d)]

- A) *Describe the school's responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging state academic standards:*



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- **The ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom.**
 - **Parental participation, as appropriate, and decisions relating to the education of their children and positive use of extracurricular time.**
- B) Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum:*
- **Parent teacher conferences in elementary schools, at least annually, during which the components of the compact shall be discussed as the compact relates to the individual child's achievement.**
 - **Frequent reports to parents on their children's progress.**
 - **Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.**
 - **Ensuring regular two-way, meaningful communication between family members and school staff and to the extent practicable, in a language that the family members can understand.**