



# HILLTOWN COOPERATIVE CHARTER PUBLIC SCHOOL

## HCCPS Title I Policies and Programs, 2023-2024

### HCCPS Title I Programs

Title I funding supports HCCPS programs that provide targeted instruction and assistance to students who are identified as needing additional supports in order to achieve success in school. This includes students whose MCAS scores, other benchmark test scores, and/or internal assessments in reading, writing, and mathematics are not yet indicating grade-level proficiency.

- **Small-group and Individualized Instruction (grades K-8)**

HCCPS provides small-group and individualized instruction in target areas led by teaching assistants under the direction and supervision of classroom teachers and/or specialized instructional support professionals. This instruction occurs in and/or out of the classroom. Participating students are identified by MCAS scores, other benchmark test scores, and/or internal assessments in reading, writing, and mathematics.

Students may also be referred through the HCCPS Response-to-Supports (RTS) program that identifies accommodations that could positively impact students' success in the classroom and school, implement these accommodations for a period of time with fidelity, collect data, evaluate their effectiveness, and adjust as necessary. RTS is not special education, and is not a direct pathway to the special education referral process. RTS may be used parallel to a special education plan.



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### HCCPS School-Family-Student Compact

This compact outlines how HCCPS staff, families, and students share responsibility for improved student academic achievement, and the means by which the school and families will work cooperatively and collaboratively to help students achieve the high standards set by the Massachusetts Department of Elementary and Secondary Education (DESE). This compact is in effect during the 2023-2024 school year.

#### All HCCPS community members will strive to enact the school's mission:

- Engage students in a school that uses experiential, hands-on activities, the arts, and interdisciplinary studies to foster critical thinking skills and a joy of learning
- Sustain a cooperative, intimate community of students, staff, families and local community members, which guides and supports the school and its educational program
- Cultivate children's individual voices and a shared respect for each other, our community, and the world around us

#### HCCPS administration, faculty, and staff members will:

- Provide a safe and supportive school environment where all students can learn and succeed
- Support a welcoming school community in which all members feel a sense of belonging
- Provide high-quality curriculum and instruction that enables students to make academic progress
- Nurture each student's creativity, self-expression, and well-being
- Engage in effective home-school communication in support of each student's learning
- Work to improve programs through cycles of planning, implementation, evaluation, and refinement
- Deliver academic supports through:
  - In-class teaching assistants in all classes
  - Individual and small group instruction for students identified as needing additional assistance
  - Generalized support for assignments during after-school Homework Club in grades 6-8
  - Specialized instruction for students with IEPs in classes and/or other settings
- Communicate about Hilltown's participation in Title I and its requirements by:
  - Informing families of the school's participation in Title I and the requirements of Title I at each Classroom Orientation, and through the school newsletter at the beginning of the school year
  - Providing opportunities to discuss Title I programs at family-teacher conferences in the fall as it relates to individual student achievement
- Communicate student progress and achievement by:
  - Providing reports on all students' progress in all courses in October and March
  - Providing final reports on all students' achievement in all courses in June
  - Communicating concerns individually to students and caregivers as they arise



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### **Parents and caregivers will:**

- Support the Hilltown community through active participation and mutual respect
- Ensure their child is present in school, on time, ready to learn and participate
- Support their child to engage in schoolwork in school and at home
- Monitor their child's academic and social progress
- Engage in two-way communication with teachers and staff members
- Stay informed about school policies, guidelines, news, and events
- Participate in decisions relating to their child's education

### **Students will:**

- Follow the Hilltown Code of Cooperation:
  - Treat others with kindness
  - Include everyone
  - Be safe with your body
  - Talk one at a time and listen to each other
  - Take care of materials and property
- Do their best to learn in school and at home
- Advocate for themselves when they need help
- Take ownership of their mistakes and make repairs



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### HCCPS District/School Family Engagement Policy

#### HCCPS commits to do the following:

- Involve families, faculty and staff, administrators, specialized instructional support personnel, teaching assistants, and other appropriate school personnel as applicable in the joint development of Title I, Title IIA, and Title IV portions of the ESSA consolidated grant application, including targeted support plans
- Build school capacity in implementing effective caregiver and family engagement activities to improve student academic achievement and school performance
- Build school capacity for effective family engagement by:
  - Helping families understand state academic standards, local and state assessments, the requirements of Title I, and how to monitor their student's academic progress;
  - Providing families with materials to help improve their student's academic achievement;
  - Educating all school staff on the value of family engagement and how to work with families as equal partners; and
  - Coordinating and integrating Title I family engagement strategies with other family engagement strategies
- Conduct, with the meaningful involvement of caregivers and families, an annual evaluation of the effectiveness of the family engagement policy in improving Hilltown's academic quality by identifying:
  - Barriers to greater participation by families;
  - What families need to assist with students' learning, including how families engage with teachers and staff; and
  - Strategies to support successful school and family interactions
- Design evidence-based strategies for more effective family engagement based on the findings of the annual evaluation
- Revise the family engagement policy, if needed, based on the annual evaluation
- Involve families in school activities

#### HCCPS will:

- Inform families of the school's participation in Title I and the requirements of Title I, including family engagement requirements at each Classroom Orientation at the beginning of the school year
- Involve families in the planning, implementation, and review of Title I programs, and describe how to do so through the weekly Hilltown Happenings newsletter
- Provide to families of participating children:
  - Timely information about programs under Title I
  - An explanation of the curriculum and academic assessments used at the school, as well as the proficiency levels students are expected to meet based on state academic standards
  - If requested by families, opportunities for regular meetings to formulate suggestions and to participate in decisions relating to the education of their children, and respond to any suggestions as soon as practicably possible