

Port Neches-Groves Independent School District
Title I Parent Advisory Council
Minutes of the Meeting: September 3, 2015
Location: West Groves Education Center

- Dr. Brenda Duhon, Assistant Superintendent of Curriculum & Instruction/Technology, welcomed the new members of the committee. The purpose of the meeting was to present an overview of the district's Title I program.
- Dr. Duhon explained Title I, Part A is a federally funded program. She stated that the amount of Title I funds districts receive is determined by the number of students on the free or reduced school lunch program. Once the district receives the money, it may be spent on students at campuses qualifying for the program regardless of income.
- PN-G ISD has 6 campuses that qualify as school wide Title I programs. At these campuses, the Title I monies may be used to serve the entire school. West Groves Early Learning Center, Taft, Van Buren, Woodcrest, Groves Elementary, and Port Neches Elementary fall into this category. PN-G ISD received Title I, Part A funding in the amount of \$654,918.00 for the 2015-2016 school year. The majority of the funds, 90%, will cover teacher salaries. A portion of the remaining funds are allocated for parental involvement. Districts receiving over \$500,000 in Title I, Part A funds must reserve 1% for parental involvement activities. These funds will be divided equally between the campuses receiving Title I, Part A services. The remainder of the funds for the current school year will be used for training teachers on the Title I campuses along with supply purchases and other needs that arise during the year.
- Staci Gary, Elementary Curriculum Coordinator and West Groves Early Learning Center principal, discussed the return of Pre-kindergarten and PPCD students to the West Groves Education Center. The wing housing these students has been remodeled, and is comprised of three pre-kindergarten classes and two PPCD classes. Each teacher has an aide in the classroom and class sizes are running around 14 students per pre-kindergarten class and 4 students per PPCD class. A speech pathologist is housed on campus to serve the students in the building along with walk-in students who require speech only services at this age level. A registered nurse takes care of the health needs of the school along with the secretarial

duties associated with running a campus. The committee received a short tour of the new facilities.

- The district Title I Parental Involvement Policy was distributed and discussed. This policy outlines the statutory requirements of the district along with its responsibilities regarding the district-wide parental involvement plan. After Dr. Duhon reviewed the policy in detail, the committee members present approved the policy for the 2015-2016 school year.
- Results of the Port Neches-Groves ISD 2015 Parental Involvement Survey were also distributed. Brenda presented the results of 848 completed surveys. This number increased over the 661 responses for 2014. Survey statements included:
 - The schools have a great deal of parental involvement.
 - The schools make me feel welcome.
 - The schools are parent-friendly.
 - Parents come to school events in large numbers.
 - Parents want to be involved at the schools.
 - The PTA is an active and effective part of the school.
 - I contact teachers to discuss my concerns.
 - I attend or support most school events.
 - I am aware of what my child is learning.
 - Parents are asked for their opinions on the school and its programs.
 - If you have Family Access, how often do you check it?
 - The schools use a variety of ways to inform parents.

Parent suggestions for improvement included:

- Schedule PTA meetings at times before/after the workday to accommodate parents who work but would like to be involved.
 - Graded work be returned and posted to Family Access sooner.
 - More advance notices of meetings/events – all communication in a timely manner.
- Dr. Duhon informed the committee that Remind (formerly Remind 101) was a result of a Title I committee suggestion for more timely communication with parents. She also asked committee if the parent survey should remain a “paper and pencil” document or should be moved to an online response. The feedback was mixed. One excellent suggestion made was for a survey link to be included in a Remind message. This would allow parents to go immediately to the survey on their phone and complete it in a timely manner. Dr. Duhon will investigate this idea and report back to the committee.
 - The next three meeting dates are:
 - Tuesday, November 10, 2015

- Tuesday, March 8, 2016
- Thursday, June 2, 2016 (Luncheon Meeting @ a time TBA)

The meetings will be held at 9:30 a.m. in Conference Room #2 of the West Groves Education Center. A meeting notice will be emailed or mailed to committee members.

Meeting adjourned at 10:00 a.m.

Minutes submitted by *Mary Jarrell*