

Port Neches-Groves Independent School District
Title I Parent Advisory Council
Minutes of the Meeting: October 1, 2013
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 which must adhere to rules and procedures set up by the government. She stated that the amount of Title I funds districts receive is determined by the number of students on the free or reduced lunch program. Once the district receives the money, it may be spent on students qualifying for the program regardless of income.
- PN-G ISD has 5 campuses that qualify as school wide Title I programs. At these campuses, the Title I monies may be used to serve the entire school. 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, 527.00 for the 2013-2014 school year. The majority of the funds, 75%-85%, 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 target the new Math TEKS training for kindergarten through eighth grade teachers.
- 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. The council members present approved the policy for the 2013-2014 school year.
- Results of the Port Neches-Groves ISD 2013 Parental Involvement Survey were also distributed. Brenda presented the results of 573 completed surveys. 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.
- Remind101 has been an effective communication tool.
- 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 meetings before/after the workday to accommodate parents who work.
- Schedule PTA meetings at times before/after the workday to accommodate parents who work but would like to be involved.
- Post minutes of meetings online.
- Increase email communication with parents.
- Have more teachers use Remind101! For those who use it, it is great!
- Respond to phone calls and emails promptly.
- Advance notices of meetings/events.

Council members agreed the 2013-2014 parent survey should continue to be in a paper format rather than an online format.

- The next three meeting dates are:
 - Tuesday, January 14, 2014
 - Wednesday, March 5, 2014
 - Wednesday, June 4, 2014 (Luncheon Meeting @ a time TBA)

The meetings will be held at 9:00 a.m. in Conference Room #2 of the West Groves Education Center. A meeting notice will be mailed to council members.

Meeting adjourned at 9:40 a.m.

Minutes submitted by *Mary Jarrell*