

**Port Neches-Groves Independent School District**  
**Title I Parent Advisory Council**  
**Minutes of the Meeting: March 5, 2013**  
**Location: West Groves Education Center**

- Dr. Brenda Duhon, Assistant Superintendent of Curriculum & Instruction/ Technology, reviewed the district's 2012-2013 Parental Involvement Policy. She informed the committee the district was able to hire another ESL teacher for the 2012-2013 school year to meet the needs of an increasing population of students with English as their second language. This teacher's expertise has enabled improved communication with Spanish speaking parents through document translation. Brenda also reminded the committee of their decision earlier in the year to keep the 2013 Parent Involvement Survey in the form of paper and pencil rather than online. The committee felt this would encourage better survey participation.
- Dr. Duhon presented a PowerPoint of Title I campus activities. Title I campuses include Taft, Van Buren, Woodcrest, Groves Elementary, and Port Neches Elementary. The presentation highlighted the activities funded with designated Title I parent involvement funds.
- Dr. Duhon asked the committee for input for increasing parental involvement. The committee shared their concerns regarding the district-wide planning of activities. They voiced concerns that the different grade levels had events scheduled for the same nights and times, and this makes it hard for students' parents to attend their students' activities. Brenda was able to inform the committee of the plan for the August, 2013 "Meet the Teacher" nights that would remedy this concern. "Meet the Teacher" will be held on a different night for each campus level (K-3, 4-5, 6-8, and 9-12). The committee was pleased to hear about this plan as several members have two or more students attending different schools.
- The final meeting for 2012-2013 is scheduled Wednesday, June 5, 2013, at 11:30 a.m. in the West Groves Education Center Board Room. This will be a luncheon meeting with Title I campus principals. A notice will be mailed the week prior to the meeting.

Meeting adjourned at 9:40 a.m.

Minutes submitted by *Mary Jarrell*