

Annual Title I Parent Meeting (Minutes)
(please refer to traditional meeting sample)

Meeting Date (Please be sure that the meeting date and time is the same): September 21, 2017

Meeting Time (Please be sure that the meeting time is the same on all documents): 5:00

"This meeting is to inform only and not to seek formal input for the current year's parental and family engagement plan, school-family compacts, or parental engagement budget."

1. Meeting Called to Order

Welcome & Introductions (Welcome parents and families and give explanation of the event)

By: Dr. Stephens Time Start: 5:15

2. Minutes from last meeting:

By: N/A (first meeting)

Date of last meeting: N/A

3. What is a Title I school?

By: Dr. Stephens

Items/Information Shared: PPT

4. How does our school spend Title I money?

By: Dr. Stephens / Ms. Luellen

Items/Information: PPT

5. How does our school participate in the Title I Program?

By: Dr. Stephens

Items/Information Shared: PPT

6. What are our school's Title I (schoolwide or targeted assistance) requirements?

By: Dr. Stephens

Items/Information Shared: PPT

Signature of Facilitator(s): Morgan Luellen

7. What is our school's Designation Status?

- What does this status mean?

By: Dr. Stephens

Items/Information Shared: PPT

8. Schoolwide Program – Past and Present

- What are our schoolwide goals?
- What programs/supports are in place to help my child?
-List school programs and supports to discuss

By: Dr. Stephens

Items/Information Shared: PPT

9. What curriculum does our school use?

By: Dr. Stephens

Items/Information Shared: PPT

10. What tests will my child be taking?

- How do these tests measure my child's progress?
- What proficiency levels is my child expected to meet?

By: Dr. Stephens

Items/Information Shared: PPT

11. What is required by law for Parent and Family Engagement?

- What is the district's Parent and Family Engagement Plan?
- What is the school's Parent and Family Engagement Plan?
- What is a School-Family Compact?

By: Dr. Stephens

Items/Information Shared: PPT

12. Does my child's teacher meet professional qualifications?

- What is a parent's right to know?

By: Dr. Stephens

Items/Information Shared: PPT

Signature of Facilitator(s): Morgan Mueller

13. What is ESSA Public School Choice? (If applicable)

By: Dr. Stephens

Items/Information Shared: PPT

14. How is Title I Parent and Family Engagement money spent?

By: Dr. Stephens / Ms. Luellen

Items/Information Shared: PPT

15. What opportunities does the school provide for parent engagement?

- List parent engagement opportunities offered for school or home
- List volunteer opportunities
- List parent decision making opportunities/meetings/councils

By: Dr. Stephens

Items/Information Shared: PPT

16. How responsive will the school be to my questions when staff is contacted?

- Provide staff contact information

By: Dr. Stephens

Items/Information Shared: PPT

17. Closing, Evaluations, and Remarks-(10 Minutes) (Provide parents with a contact information sheet for the school/district that provides them with whom to contact when they have questions about particular topics you discussed).

Suggestions: "We welcome parent questions/input throughout the presentation! We want to make sure you leave the meeting informed about the Title I program as well as the opportunities the school provides to get involved."

"We also have an evaluation (copy on bright paper if possible) that we'd like you to fill out to help us improve this event for parents in the future."

By: Dr. Stephens / Ms. Luellen

Items/Information Shared: ARC / Flyers / PTA / Tutorial

Submit all required documentation to the District's Title I Department by October 13, 2017 (consult with Parent Liaison to ensure all required documentation is submitted by deadline).

Signature of Facilitator(s): Morgan Luellen