

**Parent Advisory Committee Meeting
Meeting Agenda Minutes
October 19, 2023, 6:30 p.m.
Hillpoint Elementary School**

Committee Members Present: (**Board Member Appointees**): Dr. Elizabeth Green, Joan Turner, (**Parent Representatives**): Katrina King, Toy Parrish, Mikka Coughlin, Charlotte Brooks-Dale, Blythe Johnson-Jones, Bernice Foster-Holland, (**Parent Alternate Representatives**): Tia Hall, (Guests): Melissa Brady, Deandra Lewis, (**Teacher Representatives**): Adriane Bradley-Gray, Adrienne Bullock, Samantha Burrels, Latoya McGriff, Katrina Hood, Casey McKenna, Brittany Chavis, Abygail Newsome, Quatisha Young, Kimberly Bass (**School Administrative Office**): Catherine Pichon, Jennifer Conner and Melvin Bradshaw

6:30 p.m. Mr. Bradshaw opened the meeting and welcomed everyone to the meeting.

Meeting Presentation

Agenda items

- Welcome
- What is Title I?
- Parent's Rights
- Parental Involvement
- Upcoming Events
- Committee Survey
- Contact Information

All agenda items were reviewed and discussed.

- ❖ Our meeting focused on providing the committee with an overview of the Title I program. This included an explanation of Title I regarding schools, students, and parents. We looked at upcoming events and participated in a committee survey.
- ❖ As a school division and a committee, we want to foster a supportive environment that promotes strong relationships among staff, students, and families. This allows us to develop habits, skills, and mindsets that build students' social, emotional, and academic competence.
- ❖ Education is the key to success. By implementing meaningful, engaging instructional practices, we help students develop the ability to manage their learning. Part of this effort is to create a school support system that extends learning opportunities and enhances community partnerships.
- ❖ Jennifer Conner, Coordinator of Compensatory Programs, provided an overview of Title I, Part A to the committee. The presentation included the following:
 - An explanation of the federal funding that is associated with the program.

- How schools are identified as Title I schools.
 - The breakdown of the allocation for the Title I program.
 - How Title I schools use funds to enhance schoolwide educational programs.
 - Supplemental Support provided to Title I schools (instructional staff, professional development, family engagement, etc.)
 - An explanation of the Parent's Rights to Know items in Title I.
 - The importance of family engagement in Title I schools.
- ❖ The purpose of the Title I Parent Advisory Committee was shared with committee members. The committee comprises one parent representative from each Title I school, one parent alternate from each Title I school, and four citizens appointed by the school board for the committee. Meeting dates for the 2023-2024 school year were reemphasized.
 - ❖ Family engagement activities from the 2022-2023 school year were revisited as examples of the family engagement activities that families participated in last year.
 - ❖ The next virtual field trip with the VA Living Museum will be on **Monday, November 13, 2023, at 6:30 p.m.** The focus of the event will be the [Virginia Ecosystems](#). This will include a virtual look through Virginia's coastal plain and Piedmont regions. Students will look at different types of wildlife that live in those areas and talk about the adaptations they use to survive in their unique environment.
 - ❖ The All-District Reads campaign was shared with the committee. It was explained that every elementary student in the district receives two books each school year (one in the fall, the other in Spring 2024) along with accompanying family resource guides at no cost to families. The entire SPS community will read the books together at the same time.
 - ❖ Joan Turner, Community Outreach Coordinator for the Suffolk Commonwealth's Attorney's Office and Title I Parent Advisory Committee member, shared [school resources](#) that the Suffolk Commonwealth's Attorney's Office provides for schools.
 - ❖ Title I Parent Advisory Committee members were provided a survey to complete. The 2023-2024 Title I Parent Advisory Committee Survey will help us identify and implement the interests and needs of the committee. The results of this survey will help create meaningful Title I Parent Advisory Committee meetings that will enhance our efforts for family engagement and student success.
 - ❖ 7:30 p.m. Meeting adjourned.
 - ❖ The next meeting will be on December 7, 2023, at 6:30 p.m. at Hillpoint Elementary School.