



## Annual Title I Parent Meeting Minutes (Guidance/Notes)

**Insert all the following below:**

<b>School Information</b> <i>(Include City, State, and Zip):</i>	<b>Mimosa Elementary School</b> <b>1550 Warsaw Road Roswell, GA 30076</b>
<b>Principal Name:</b>	<b>Ariane Holcombe</b>
<b>Title:</b>	<b>Annual Title I Parent Meeting</b>
<b>Date of Meeting:</b>	<b>September 23, 2021</b>
<b>Time of Meeting:</b>	<b>4:00 PM</b>
<b>Facilitator(s):</b>	<b>Ariane Holcombe/Gloria Hernandez</b>
<b>Teams meeting link/Location Address:</b>	

***Meeting minutes must be detailed. Add bullets, questions, etc. This template only serves as an example. Please insert minutes according to the details from your school's meeting.***

Topic	Meeting Minutes (Detailed)
<b>Introduction and Welcome</b>	The meeting began at 4:00 p.m. An introduction and welcome were given by Principal Holcombe. Parents were encouraged to sign in and fully participate in the meeting by asking questions. The principal also informed parents that an evaluation link would be provided at the end of the meeting to help improve future meetings. Parents were encouraged to stay until the meeting has concluded and completing the evaluation will be their "ticket out the door."
<b>Objectives and Purpose:</b>	Principal Holcombe referred to the PowerPoint Presentation and stated that the objectives and purpose were to understand what makes our school a Title I school including requirements, funding, and associated programs. Understand school provided resources such as curriculum, assessment, parent resources, and staff contact information. Understand Family Engagement at our school.



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<p><b>What is a Title I school?</b></p>	<p>Principal Holcombe referred to the PowerPoint Presentation and stated 5 bullets from PP slide #3 to define “what is a Title I school?”</p>
<p><b>How does our school spend Title I money?</b></p>	<p>Principal Holcombe used slide #4 to share the ways Title I money is spent.</p>
<p><b>How is Title I Parent and Family Engagement money spent?</b></p>	<p>The principal thanked parents for providing input in the Spring on how we spend family engagement funds. A list was provided by sharing slide #5 with families.</p> <p>Question #1: There were no question mention to answer.</p> <p>Principal stated that other Title 1 Parent workshops would be approaching. The principal went on point out some of the especially the Technology workshop and the benefit of the workshop. Principal Holcombe also inform parent that they could call the school and ask for Spanish Parent Liaison ( Hernandez) and English Parent Liaison ( Pennington). The principal asked parents on the call if they had any questions about what was covered so far. The parent stated “yes” and that she recommended math flash cards. The principal confirmed there were math flash cards for all grade levels.</p>
<p><b>How does our school participate in the Title I program?</b></p>	<p>Principal shared the school’s participation by explaining what a Title I schoolwide program is by using slide #6</p>
<p><b>What are our school’s Title I (schoolwide or targeted assistance) requirements?</b></p>	<p>The principal shared all school’s Title I requirements using Slide #7. She also explained more details would be shared later in the presentation about the parents right to know</p>
<p><b>Schoolwide Program — Past and Present</b></p> <ul style="list-style-type: none"> <li>a) What are our schoolwide goals?</li> <li>b) What programs/supports are in place to help my child?</li> </ul>	<p>The principal shared the school’s grade was a “B” and explained how that impacts the school goals and programs that are in place to support the whole child. The principal</p>



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<p>c) What is the <u>state's grades report</u> for our school?</p>	<p>shared the link on slide 11 and told parents that can get more details by going to Georgia.gov</p>
<p><b>What Curriculum does our school use?</b></p>	<p>The Principal shared with parents the curriculum that was used at Mimosa and how the students would be measured within their academic progress. School scores and the how the pandemic affected students' academic progress were presented. There was discussion on how the Standards Mastery Framework is used to assess student' progress, which is on slide # 13 and #14. During parent conferences, the teachers will review this information again with parents.</p>
<p><b>What tests will my child be taking (include WIDA ACCESS and Alternate Assessments)?</b></p> <ul style="list-style-type: none"> <li>a) How do these tests measure my child's progress?</li> <li>b) What proficiency levels is my child expected to meet?</li> <li>c) How to access previous test performance, standards, and attendance about my child using the Statewide Longitudinal Data System (SLDS) through the school's parent portal (if applicable)</li> </ul>	<p>The principal shared specific information about the iReady Diagnostics, WriteScore, W-APT, and Access for ELLs. The Principal shared instructions on how to access the Infinite Campus Parent Portal. The Principal also encouraged parents to attend the technology workshop next week for hands on activities. The Principal informed parent if any questions later to reach out to Parent Liaison.</p>
<p><b>What is required by law for Parent and Family Engagement?</b></p> <ul style="list-style-type: none"> <li>a) What is the district's Parent and Family Engagement Policy?</li> <li>b) What is the school's Parent and Family Engagement Plan?</li> <li>c) What is a School-Family Compact?</li> </ul> <p>o [Slide 25-District Parent and Family Engagement Plan: <a href="https://bit.ly/DistrictPFEP_21-22">https://bit.ly/DistrictPFEP_21-22</a>]</p>	<p>The Principal shared Slide #23 - #26 to inform parents of what is required by law. The principal informed parent three documents with families (Compact, PFEP, District PFEP) will be coming home soon. She referenced the link to the District PFEP, Compact, PFEP is listed on our school website.</p>



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**If your school needs evidence of Compact discussion, add Compact Discussion [here](#). (Required for MS and HS, optional for ES)**

<p><b>Does my child’s teacher meet professional qualifications?</b></p> <p>a) What is a parent’s right to know?</p>	<p>[Note: Update Slide #29- <a href="https://www.fultonschools.org/studentdiscipline">https://www.fultonschools.org/studentdiscipline</a>]</p> <p>The principal shared The Parents Right to Know and the Student Code of Conduct Handbook referencing page 21. A link was provided to all parents of their teacher qualifications.</p>
<p><b>What opportunities does the school provide for family engagement?</b></p> <p>a) List family engagement opportunities offered for school or home. b) List volunteer opportunities c) List parent decision making opportunities/meetings/councils</p>	<p>The Principal shared information about volunteer opportunities while we are virtual. The Principal also reminded parents that the resource room is still available even though we are virtual. Parents were told they could call, email or send a note to the Parent Liaisons to set up a time to visit.</p>
<p><b>How responsive will the school be to my questions when staff is contacted?</b></p> <p>a) Provide staff contact information</p>	<p>The principal provided important phone numbers and emails. She explained that some teachers will send personalized information home to parents tomorrow. In the meantime, parents should contact the parent liaisons or the main number if they have urgent needs or questions.</p>



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<b>Questions &amp; Answer</b>	<p>The principal opened the floor for questions.</p> <p>There were no questions, so the Principal paused to allow time for parents or staff to ask questions.</p>
<b>Closing &amp; Thanks</b>	<p>The principal thanked everyone for attending and opened the floor for any additional questions or comments. She reiterated to parents that their ticket out the door was to complete a quick survey to help us improve on future meeting. She shared the last slide showing parents the QR Code and link. She gave specific instruction about the meeting type parents should choose and how to complete the opening questions of the survey.</p>
<b>Qualtrics Meeting Evaluation Link</b> <i>(Used to improve and revise future staff trainings)</i>	<b>[Slide #34-35 Update the Qualtrics Link and QR Code]</b> Share the Qualtrics meeting evaluation link and QR Code
<b>*This meeting was not used to collect input but provided as an opportunity to disseminate information</b>	