

Title I Parent Advisory Committee Meeting Minutes Executive Board Session (Hybrid)

Executive Board Meeting No. 1
11/14/23
Citizen Advisory Committee

Title I Parent Advisory Committee Charge for 2023-24: TPAC will champion literacy by reviewing the implementation of the science of reading curriculum in Title I schools. This includes but is not limited to reviewing curriculum materials, implementation strategy, and fidelity of implementation.

Executive Board members present: Mike Woltz, Chair (Glasgow MS); Maria Worthen, Vice Chair (Beech Tree ES); Roberto (Ho) Moraes, Middle School Liaison Alternate (Hughes Middle School); Christina Schauss, Member at Large (Forestdale ES), Iris Avila, Member at Large (Lorton Station ES), and Heather Hale, Teacher Liaison (Weyanoke).

Agenda Item: Welcome

- The Title I Parent Advisory Committee (TPAC) Executive Board meeting began at 7 p.m. There were 3 executive board members in attendance in-person and 3 executive board members in attendance virtually. Also in attendance was Yanileht Rivera, General Committee Member representing London Towne Elementary School. The following FCPS staff from Instructional Services were in attendance: Amy Miller, Director of Title I, Dr. Courtney White, Coordinator of Title I, and Tim Paper, Title I Educational Specialist.

Agenda Item: Reflect on Oct. 17th General Committee Meeting

- The Executive Board shared the following feedback regarding the October 17 General Committee Meeting:
 - The meeting was helpful to learn how Title I funding can be spent.
 - The Title I Family Engagement Compact Policy review and feedback during the October 17 meeting, took a lot of time and was confusing to participants. It would be best to work on the Title I Family Engagement Compact Policy at its own meeting and/or at the end of the year.
 - The Gatehouse cafeteria was very spread out which impacted collaboration.
 - For future meetings, the setup of the room will be changed to bring participants closer together to encourage dialogue and collaboration.
 - A recommendation was made that a buddy system for new members to be paired with a returning member might be helpful.
 - It was also recommended that interpreters for multiple languages be available.

- The Title I Team will include a form asking what languages will be needed for interpretation at future meetings.
 - Mr. Woltz requested to have meeting minutes translated.
 - Meeting minutes will be sent to be translated moving forward.
- The Executive Board discussed learning about Title I Schools in neighboring districts to find out where they are experiencing success and what they are doing to promote family engagement.

Agenda Item: Discussion with Trauma Informed Specialist and Social Emotional Learning (SEL) Coordinator

- Mr. Woltz shared that he and Ms. Miller met with Lisa Phifer, Trauma Informed Specialist, and Maria Genova, Social Emotional Learning Coordinator. It was noted that there is one Trauma Informed Specialist for the entire Division.
- Ms. Miller shared that Title I is funding a Social Emotional Learning curriculum for a pilot group of 13 Title I schools. The content is being delivered during morning meetings. The Social Emotional Learning office is supporting the implementation of the curriculum at the pilot schools. There is the ability to expand to additional schools for the 24-25 school year.
- The Executive Board decided to invite Ms. Phifer and Ms. Genova to a TPAC general meeting to provide an overview of Trauma Informed practices, the relationship between trauma informed practices and literacy acquisition, and how trauma informed practices are connected to the Equitable Access Literacy Plan - Cultivating Equitable and Culturally Responsive Practices.
 - Ms. Miller will email Ms. Phifer and Ms. Genova to see if they can attend the December 5 TPAC General Meeting.
- Ms. Worthen shared that SEL is a curriculum that students can learn but trauma informed is an environment. It is a school culture.

Agenda Item: Actions from Staff Response of the June 2023 School Board Report

- The Executive Board reviewed the Staff Responses to the June 2023 School Board Report.
- The staff responses include soliciting feedback from TPAC about effective forms of communication, focus groups about experiences related to the Response to Intervention and Special Education Process, and partnering with the Social Emotional Learning Office.
- The Executive Board discussed the need for more Division wide communication about the Equitable Access to Literacy Plan.
- The Executive Board decided that one aspect of the Equitable Access to Literacy Plan should be focused on at each TPAC General Meeting.
- The Executive Board decided that an agenda item for the December 5 meeting should be an update on Basal Resource Adoption.

Adjournment / Next Meeting

The meeting ended at 8:30 p.m. The next TPAC General Session will be a hybrid meeting on December 5th, 2023, at 7:00 PM in the Gatehouse cafeteria.