

Farmdale FPA Meeting Agenda
November 13, 2019

Meeting called to order at: 6:32pm

Attended by: Terri Meyer, Crystal Higgs, Micael McGovern, Crystal Shields, Cara Flynn, Sue Forry, Samantha Weigle, Holly Gladfelter, Kristen Nikolaus, Melissa Reihart, Laurie Rineer, Emily MacFeat, Lindsay Gregg, Johanna Kreibick, Trisha Pearson

Minutes from: October 16, 2019

Changes: None

Motion: Johanna Kreibick motioned, and Melissa Reihart seconded

Treasurer's Report (Crystal Shields) this month, we paid the deposit for the bounce houses for the festival. The check for the book fair will be going out tomorrow. We have had some last-minute Falcon Dash donations being deposited. We also had a few minor teacher reimbursements.

Changes: None

Motion: Johanna Kreibick motioned, and Kristen Nikolaus seconded

Principal's Input: (Mrs. Pearson) The Parent and Family Engagement section of the Every Student Succeeds Act (ESSA), Section 1116(b) requires each school to develop a written parent and family engagement policy that describes the means for carrying out the requirements of Section 1116 which are represented in the components below. The school must ensure that information related to school and parent programs, meetings and other activities are sent to the parents of children in the Title I and Title I Look Alike programs in a format and in a language the parents can understand.

The policy must be:

- Developed jointly with and agreed upon by parents and family members
- Written in an understandable format and provided in a language parents can understand
- Distributed to all parents and family members that receive Title I/Title I Look Alike support
- Made available to the local community
- Updated annually to meet the changing needs of parents, family members and the school

Required Policy Components:

1. Description of how parents and family members will be involved in the planning, review and improvement of the school's Parent and Family Engagement Policy

School Plan for Improving School Parent and Family Engagement Policy:

A standing FPA agenda item for monthly meetings involves Principal Input to include building updates relating to parent and family engagement. In working with the FPA President and Board, the principal will discuss ways to involve parents in our school community to support their child's educational experience. The Reading Specialists will work with parents of incoming Kindergarten students during our Preschool Connection program. The focus will be on welcoming parents to our school, building a trusting relationship, and giving families ways to support early literacy development with their children. Throughout the year, parent input will be requested to help improve our home-school connection and the programs we offer to our families.

2. Statement describing how the school will convene an annual meeting, at a convenient time;
 - a. Which all parents and family members of participating children in the Title I and Title I Look Alike program shall be invited, and encouraged to attend;
 - b. To inform parents of their schools' participation as a Title I/Title I Look Alike school
 - c. To explain the requirements and the rights for parents to be involved

School Plan for the School Parent and Family Engagement Policy:

Three district wide Title I events are held throughout the year. The parents of Title I students are invited with written invitations. The events will take place at the beginnings, middle and end of the school year. Within Farmdale, information about Title I is shared at our FPA meetings as part of the Principal's input. Farmdale will hold a literacy night in coordination with a yearly schoolwide theme. This year we are trying something new with One Book One School. Students have been assigned to "families" and meeting monthly to read The One and Only Ivan and engage in discussion/activities. It is our plan to incorporate the family theme into our literacy night in the spring. All students and their families, including those receiving Title I services, will be invited and encouraged to participate.

District Plan Shared by all the Elementary Schools for the Annual Meeting:

In the spring of each year, all participating families of children in the Title I and Title I Look Alike program are invited to attend the required Annual Parent Meeting. Paper invitations and RSVPs go out. In the Hempfield School District this meeting occurred last spring in the afternoon it was the best time to accommodate a larger number of parents wanting to attend. During this meeting we obtained documented feedback on how best to improve the overall Title I/Title I Look Alike program for the 2018-2019 school year and how to make improvements to the following: surveys, family engagement events, family professional development offerings, school compact and overall two way communication.

As suggested by families last spring during the annual meeting, we will now be hosting a series of informational sessions for parents in the early fall describing the reading support program in greater detail. Invitations will go out to all participating families. This same informational session will also be held in the winter after benchmark assessment testing.

3. Statement describing how the school will offer a flexible number of meetings, in the morning and/or the evening.

School Plan for School Parent and Family Engagement Policy:

At our FPA meetings, Title I updates will be shared with parents. These meetings are held once a month in the evening. All parents are invited to attend and childcare is provided. For those parents who are unable to attend, they can stay connected through the FPA Facebook page. Additional ways for parents to remain informed and connected include attending conferences with the classroom teachers, the Farmdale Reading Team (Literacy Coach and Reading Specialists), and/or Instructional Support Teacher. These meetings are scheduled during the month of October at a time convenient to the family. Interpreters will be scheduled for non-English speaker family members. Our faculty will share information about student progress, goals, instructional plans, and ways parents can help their child at home. Ongoing communication will continue between home and school through classroom newsletters, communication logs, emails and phone calls. Progress reports will be available on PowerSchool, our student information system, or in paper form at the conclusion of each trimester.

District Plan Shared by all the Elementary Schools regarding Annual Meeting and Parent Informational Sessions:

As stated above, on a district level, participating families from all 7 elementary buildings are invited to both the Annual Meeting held in the spring of each year and the fall and winter informational sessions. For the fall informational sessions, we will be hosting 3 meetings at various dates and times: one in the morning, one in the afternoon and one in the evening so as to help and support families with varying work schedules. The same will occur for the winter informational sessions. For the Annual Meeting held in the spring, we will take the opportunity to poll families to see if the afternoon schedule continues to be the best time for families that wish to participate.

4. Statement describing how the school will involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I/Title I Look Alike program, including the planning, review, and improvement of the school's parent and family engagement program.

School Plan for Improving the School Parent and Family Engagement Program:

Information about the school's parent and family engagement program will be shared at FPA monthly meetings that are open to all families at Farmdale. At these meetings suggestions for improving our school's parent and family engagement program are solicited. Information will also be shared electronically through Farmdale eNews and classroom newsletters.

District Plan Shared by all the Elementary Schools regarding Improvement to the Title I/Title I Look Alike programs:

As stated in component 2, on a district level, we will continue to solicit feedback from parents and encourage two way communication throughout the school year and particularly during the Annual Meeting; during which time we will review the suggested improvements made throughout the year and measure the effectiveness. From there we will begin the process again and continue to improve upon and/or add to practices that help foster/strengthen school-home partnerships.

5. Statement describing how the school will provide parents of participating children with timely information about the Title I/Title I Look Alike Program. Farmdale Elementary School Reading Specialists and teachers participate in

on-going communication with parents and students regarding their progress in the program, invitations to district wide and building specific literacy events, and a Title I Parent Survey providing parents the opportunity to give written feedback regarding the Title I program. Parents are also invited to attend the Annual County Title I Event along with the Title I teachers.

District Plan Shared by all the Elementary Schools:

Those families whose children qualify for the reading support program will have the opportunity to:

- Receive an initial phone call from a reading specialist explaining the selection process and qualifications of the program
 - Receive an official school letter inviting parents and families to participate in the Title I/Title I Look Alike program
 - Attend 1 of 3 informational sessions hosted in the fall and winter that go into greater detail about the program
 - Expect to receive progress monitoring updates from the reading teacher at least 3 times throughout the school year.
 - Attend several planned Family Engagement Events throughout the course of the year
 - Participate in the Annual Meeting in the spring
6. Statement regarding how the school will provide parents of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards.

School Plan:

Parents are provided explanations of the curriculum, assessments, and achievement levels during Back to School Night classroom and Reading Team presentations, as well as through ongoing parent communication throughout the school year. Parents are provided with more detailed information during personal communication from a Farmdale Reading Team member during Title I selection phone calls. At parent-teacher conferences, classroom teachers share detailed information about each student's progress with the curriculum based on formative and summative assessment data and teacher observations. Electronic avenues have been put in place for additional personal communication with individual families including Schoology, PowerSchool, classroom newsletters, Farmdale e-news, Twitters, Instagram, phone calls and emails.

7. Statement of how the school will provide, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.

School Plan:

A parent or faculty member may request to initiate the IST process at any time. The Farmdale IST members will collect assessment data and meeting to review the student's performance. If it is determined that a formal IST process is necessary, a meeting will be scheduled to include parents to develop goals and an action plan. A Reading Team member will be involved to help determine appropriate goals and an instructional plan. The Reading Team will be able to address questions and concerns relating to literacy. The Reading Team, along with the IST teacher and classroom teacher, will develop a progress monitoring plan. The team will also be able to develop a plan for home support. Throughout the 6 weeks the team will continually evaluate the plan and make adjustments to best meet the student's needs. After 6 weeks, the team will reconvene to discuss the effectiveness of the plan and determine the next step.

8. Statement of how the school-parent compact will be jointly developed with parents and family members and the compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and the means by which the school and the parents will build and develop partnerships to help children achieve the State's high standards. The compact shall:
- a. Describe the school's responsibility to provide high quality and instruction in a supportive and effective learning environment that enables the children serviced under this part to meet the challenging State academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time and

- b. Address the importance of communication between teachers and parents on an ongoing basis though, at a minimum-
 - i. Parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement
 - ii. Frequent reports to parents on their children's progress
 - iii. Reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities
 - iv. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family member can understand

District Plan Shared by all the Elementary Schools regarding School-Parent Compact:

As shared previously above, participating parents had an opportunity to review and provide feedback on the existing School-Parent Compact during the Annual Meeting in the spring. Based on the feedback from parents at the end of last year, this year's School-Parent Compact has been revised to reflect the language of ESSA and to also reflect positive parent friendly terminology. During each year's Annual Meeting, the School-Parent Compact will remain an agenda item to discuss with an expectation that yearly revisions will be made.

9. Statement describing how the school will provide assistance to parents and family members in understanding the challenging State academic standards, State and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children.

School Plan:

- Share information during Back to School Night presentations
 - Ongoing home communication with parents through newsletters, Schoology, Instagram, Twitter, Farmdale eNews....
 - Preschool Connections: Inform incoming Kindergarten parents
 - Kindergarten Orientation: Hand out resources to incoming families
 - Update Parent Resource Center with supportive materials for parenting and being part of the educational community
 - Provide information for using the local library in order to encourage parents to take their children to develop a love of reading
 - Hold annual meeting to explain the Title I program, parent involvement opportunities, and parent involvement policies
 - Offer parent workshops that target strategies to assist student learning outside of the school day
 - Encourage parent participation in the IU 13 training session
 - Provide and explain the District Parent/Teacher Compact
 - Provide opportunities for parents to engage in literacy activities through targeted school events
 - Provide information how to access the District's curriculum on our website, student assessments protocol with regard to retest policy, and achievement proficiency levels
 - Provide parents with an opportunity to submit comments including dissenting views through the use of an annual survey, phone calls, and discussions at meetings
10. Statement describing how the school will provide materials and training to help parents to work with their children to improve their children's achievement, such as literacy training and using technology including education about the harms of copyright piracy, as appropriate, to foster parent involvement.

School Plan:

Students in grades 1-6 are given a district iPad and have the opportunity for home use as well as in school. Kindergarten students are able to utilize technology at school each day. The use of the iPad is modeled by teachers and instruction is designed to use the technology as a tool to advance learning. Various forms of assessment options are possible through the use of the iPad allowing students to create and present their learning in unique ways. The use of the iPads as an instructional tool is communicated with all parents at Back to School Night, conferences, and through ongoing classroom newsletters. Parents are able to use tech resources aligned to literacy and math to support their child's learning at home.

11. Statement describing how the school will educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents, in the value and utility of contributions of parents and family

members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs and build ties between parents and family members and the school.

School Plan:

During faculty meetings, teachers will be educated on the importance of family partnerships. This will be done through videos, discussions, and professional development articles. District in-service days are dedicated toward professional development and incorporate ways to involve parents and family members. Three times each year, our grade level teams meet to analyze student data and discuss plans to support the needs of our students. Parent involvement is an important part of this discussion. In addition, our IST process welcomes the parents as an integral part of the team developing goals and plans to support student learning.

12. Statement describing how the school will, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and conduct other activities, that encourage and support parents and family members in more fully participating in the education of their children

School Plan:

Farmdale invites preschool students to attend our Preschool Connections held throughout the school year. This activity helps to build relationships between incoming students, their families, and our school staff. It also allows us to communicate important early literacy information to parents in an effort to improve school readiness.

Our currently enrolled students are involved in a One Book, One School initiative this school year where everyone engages in a shared reading experience discussing the same book, *The One and Only Ivan*. Students are assigned to a “family” and meet monthly to read the book and engage in family discussions/activities. During non-family meeting times, classes read aloud portions of the book with their teachers partaking in rich discussions. In the spring, we will hold a literacy night to incorporate our family theme. We will also utilize our monthly All School Assemblies and morning announcements to encourage literacy development.

13. Statement describing how the school will ensure that information related to school and parent programs, meetings, and other activities with other Federal, State and local programs including public preschool programs and conduct other activities, that encourage and support parents and family members in more fully participating in the education of their children.

School Plan:

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Our currently enrolled students are involved in a One Book, One School initiative this school year where everyone engages in a shared reading experience discussing the same book, *The One and Only Ivan*. Students are assigned to a “family” and meet monthly to read the book and engage in family discussions and activities. During non-family meeting times, classes read aloud portions of the book with their teacher’s partaking in rich discussions. In the spring, we will hold a literacy night to incorporate our family theme. We will also utilize our monthly All School Assemblies and morning announcements to encourage literacy development.

14. Statement describing how the school will ensure that information related to school and parent programs, meetings and other activities is sent to the parents and family members of participating children in a format and to the extent practicable, in a language the parents and family members can understand

School Plan:

Information will be relayed to families through Schoology, classroom grade level newsletters, Twitter, Instagram, FPA Facebook, Farmdale eNews, emails and written communication

15. Statement describing how the school, to the extent practicable, will provide opportunities for the informed participation of parents and family members.

School Plan:

Information will be shared at Back to School Night and parent-teacher conferences. Literature that is provided on these nights will be transplanted into parents' home language. Translators will be hired for parent meetings. All letters regarding Title I services will be translated into their home language. FPA meetings will allow for discussion of family engagement.

Teacher's Input: (Ms. Weigle) Thank you for your continued support from the Falcon Dash and the Book Fair! We are loving the new books from the coins.

SPAC Report: None

Old Business:

-Falcon Dash (Melissa Reihart) The Falcon Dash is beginning to wind down. Prize bags have all been distributed to the students and we have begun the larger prizes. The bounce house prize was held on Monday, November 11th. The students had great weather and a lot of fun bouncing during recess. Our first "Breakfast with the Principal," was held on Tuesday, November 12 with Kindergarten and first grade students. They enjoyed French toast sticks, sausage, apple slices, muffins and orange juice or water, while spending special time with Mrs. Pearson. Our next three breakfasts will be held on November 15th, November 19th, and November 22nd. The game truck will arrive on Tuesday, December 10th. The students who earned this prize will report to the office during their recess before lunch. This will be a one time event and students who choose to stay at recess, will not have an alternative date. Permission slips will be sent home this week, please sign them and return them in your child's Thursday folders. Thank you for all of your help to make this event a success. We could never do this without all of you!

-Pumpkin Guessing Event – (Micael McGovern) The winning guess of this year's pumpkin was 4th Grade's Peyton Felch. The Pumpkin was 84.8 lbs. Peyton's guess within 1/10th of a pound. She guessed 84.7 lbs. The winner of the teacher's guess was Mrs. Towers.

-Book Fair (Whitney Dover) Our book fair sales (excluding sales tax) totaled \$11,185.61.

We received:

\$1600 cash

\$2,392.81 Scholastic dollars.

\$906.74 All for Books Collected

Fall 2018

Sales - \$9,138.06

Cash - \$1500

Scholastic \$1,569.03

All for Books \$65.90

We collected \$906.74 in All for Books donations which were used to help purchase books for students in need as well as purchase 100 books for our school - the school library as well as classroom libraries.

New Business:

- Box Tops (Holly Gladfelter) I just did another clip submission on the first for the fall deadline and sent in a bit over \$200 worth. We'll see how much is accepted by December. Right now, online we have \$149.20 and that is including the submission that was done earlier this year with the clips. I sent in a flier to Mrs. Pearson to be sent to the print shop and sent out in Thursday folders to the students when they come in. We are down from last year by about half. Hopefully things will pick up.

-Festival (Kristen Nikolaus) I am in the process of booking the bounce houses right now. By the time of the meeting, I think everything will be finalized. We will have obstacle courses, traditional bounces, mini-golf, a dodge ball type bounce, and the mechanical bull. Additionally, I have booked a money vault. I would like to discuss at the meeting everyone's thoughts about the money vault. I am leaning toward not counting that in the "all you can bounce" price since that activity will award prizes but I wanted to talk to everyone before I made a final decision. I also wanted to talk about prizes for the money vault. I have also booked the dunk tank. Here's hoping the weather cooperates and we can have the dunk tank this year.

(Johanna needs to step down from co-chair of the silent auction so we will need to have someone help fill this role and help Melissa)

-Spirit Wear (Linda Burdick) I'm currently still have ProLook reviewing Spirit Wear updates/changes before new items are added for Spirit Wear website. I wanted to see about adding a logo of just a "H" for in the top corner of shirts and wanted to see if that needed to be pre-approved? Or if items to be sold on site if they need pre-approved as well? Mary at ProLook wants to make sure before updating site b/c it comes with a cost for them that they are doing for free for the school. She doesn't want to have to re-do the site after changes are made. I was going to add blankets to the site along w/full zip jackets, track jacket/pants, different tote/cooler tote options. I also had mentioned to ProLook about the possibility of doing a Static Cling Window Decal that says Hempfield instead of a sticker, but they have to see if they can do that or not. Can you let me know what needs prior approval for the Spirit Wear that would be great.

- VIP Dance (Tiffany Kemmler) I don't have a confirmation from Mrs. Pearson yet, but it looks like we are leaning towards Friday, March 6th for the VIP dance. Time to also be confirmed, but I'm thinking 6:30-8:30pm. Corey Nikolaus will DJ again, and we at least know that we will be selling glow bracelets too. I'm checking into the possibility of selling snacks this year. I'll give you more information as it develops.

- Super PTO (Micael McGovern) The Super PTO meeting was held on Nov 7th. This meeting gives all the elementary PTO chairs a place to meet and discuss topics that concern them. This meeting we talked about Power Packs and donating towards them, field trip funding and who gets to select the field trip location, the realignment, and security. If you have any topics that you would like to discuss, our next meeting is March 30, 2020

Round Table: Melissa (walkie talkies follow up) We found 5 for \$200 we would need 2 sets to ensure that we would have enough to not only go around but also if there would be one down for technical issues. (Sue motioned to approve \$500 for new walkie talkies and Johanna seconded)

Mrs. Pearson- second grade is one of the grade levels that is approved for a field trip. There are some changes happening with security and the teachers were wondering if there is enough money in the budget for a trip to maybe the Science Factory.

Johanna- there are parents that are coming into the bus line and cutting into the car rider line

Meeting adjourned at: 7:58pm

Next Meeting: February 5, 2019