



Professional Learning Center  
2003 Riverside Drive  
Macon, Georgia 31204

**State of the District Forum  
Shared Decision Making**

District Comprehensive LEA Improvement Plan, District Parent and Family Engagement Plan and Building Staff Capacity, Family Engagement Budget, McKinney-Vento Education for Homeless Children and Youth/Foster Care Program, Migrant Education Program, Parent University

February 14, 2018  
10:00 a.m.

**Minutes**

**I. Welcome and Introductions**

Forum facilitator, Makeba Rogers, opened the meeting by making introductions and welcoming all parents and guest presenters.

**II. Notable Name Enhancement**

Makeba explained and provided an example of how to play the icebreaker, notable name enhancement. Parents proceeded to eagerly introduced themselves to the entire group.

**III. Overview of Title I Programs for 2018-2019**

Next (whole group), Makeba explained the process of using the response forms to obtain parent input for the District Comprehensive LEA Improvement Plan (CLIP), District Parent and Family Engagement Plan (DPFEP), Family Engagement Budget, McKinney-Vento Education for Homeless Children and Youth/Foster Care Program, Migrant Education Program, and Parent University.

“Instead of rotating to each table, each facilitator will provide an overview to the whole group for a specific Title I plan or program and provide you the opportunity to share your comments.”

- Lottie Hayes, Family Engagement Coordinator, guided conversations to gather comments on the District Comprehensive LEA Improvement Plan and District Improvement Plan--- review of district goals in the District Improvement Plan for 2017-2018.
  - The CLIP serves as a blueprint for guiding the district’s continuous progress toward identified district, school, and student achievement objectives. This continuous improvement process includes the District Improvement Plan. It focuses on the systems and structures (the “what”) that must be in place for sustained improvement in student outcomes and utilizes a problem-solving model (the “how”) to provide a clear process for identifying improvement needs, planning for improvement, and implementing, monitoring, and evaluating the improvement efforts.
- Pamela Richardson, Family Engagement Specialist, supervised discussions for the District Parent and Family Engagement Plan and Building Staff Capacity.
  - District Parent and Family Engagement Plan (DPFEP) and Building Staff Capacity – This plan establishes the district’s expectations for parental involvement and describes how the district will implement parental involvement activities. Our system conducts several trainings to build staff capacity in their efforts to strengthen family engagement and build ties with families and the community.

- Shemika Gary, Family Engagement Specialist, directed discussions to receive input on how family engagement funds are budgeted.
  - Family Engagement Budget – The District will reserve one percent from the total amount of Title I funds it receives for the 2018-2019 school year to carry out the parental involvement requirements listed in the District plan. Each Title I school will host an annual Family and Community Engagement (FACE) Forum for parents to provide suggestions on the use of the parental involvement funds in the upcoming year at the district and school-level.
- Dr. Danielle Jones, Homeless and Migrant Liaison, facilitated the review of the McKinney-Vento Education for Homeless Children and Youth/Foster Care Program.
  - McKinney-Vento Education for Homeless Children and Youth/Foster Care Program – Services are available to families who meet the eligibility requirement.
- Dr. Nancy Fordé, Migrant Education Coordinator, led the review of the Migrant Education Program.
  - Migrant Education Program - Services are available to families who meet the eligibility requirement.
- Tangie Franks, Family Engagement Specialist, shared information about Victory in Schools Parent University.
  - Victory in Schools (VIS) Parent University – This initiative is a shared effort between the Bibb County School District and the community to provide an opportunity for families to become full partners in their children's education. It offers parent sessions aligned to the district's goals and provide online resources, workshops, and videos that will focus on the following proposed strands: student achievement; health and wellness; and personal growth and development.

#### **IV. Discussion and Feedback Response Session**

Makeba explained the shared decision making process for reviewing each document. “You will have 20 minutes for each feedback session. The timer will beep when it is time to end the session. The assigned staff person will discuss the topic. You will the opportunity to ask questions and provide feedback on your response form during the discussions. There are pens at each table. Please feel free to write notes or questions on your form.”

#### **Feedback Summary**

CLIP: The Comprehensive LEA Improvement Plan (CLIP) describes each of the instructional programs and processes in place in Bibb County. We will review the district goals in the District Improvement Plan for 2017-2018. What instructional programs have you seen as the most successful for your child? Where would you like to see growth and improvement?

- Hold parents accountable for meeting the goals
- More access to materials for children to read
- Make Parent Portal more user friendly

DPFEP: Our system has a Title I Parent and Family Engagement Plan that describes activities to help support your involvement. We believe that your child does his/her best when the school and home work together. In what ways can Bibb County Schools best support families at home and school?

Building Staff Capacity: Our system conducts several trainings to build staff capacity (principals, family engagement facilitators, teachers and other staff) in their efforts to strengthen family engagement and build ties with families and the community. What do you suggest the district discuss during these trainings?

- A parent night for parents to discuss concerns and help them get involved; web based meetings
- Staff needs to be knowledgeable of Title I

- Plan is less intimidating with blocks of color
- Make teachers and administrators are more aware of the requirements for Title I
- More homework help for parents
- Guidebook should focus on the district and specific schools
- Principal needs buy in to building staff capacity
- Clearly mark "District" to easier separate it from school level plan; provide parents with common core math

FE Budget: Title I Family Engagement funds may be spent in the following ways: Family Engagement personnel to plan and execute parent involvement activities Parent workshops and events, Parent Resource Center at school, Educational materials for families to use in the home, Technology. How do you think the family engagement funds would best be spent in our Title I schools?

- Dollars are well spent
- More funding for FEF and supplies
- School personnel
- More software at the school to help kids learn; additional resources to aide students in reading
- Increase online resources for students to use at home; update computers and laptops

McKinney-Vento Education for Homeless Children and Youth/Foster Care Program: Our system's Homeless Education Program is supported through a federal grant that helps to eliminate barriers that homeless children and youth face in enrolling, attending and succeeding in school. What ideas do you have that would help homeless children and youth in school?

Foster Care: Our system's Foster Care Program is supported through a federal grant that provides school access, improved educational outcomes, and enhanced academic stability for children and youth in foster care. What ideas do you have that would help foster care children and youth in school?

- Immediate enrollment is important
- Make sure administrators and teachers are aware of the requirements of homeless

Migrant Education Program: Our system's Migrant Education Program is supported through a federal grant that provides eligible migrant students access to tutoring and other educational and community support services. What ideas do you have that would help support migrant students in school?

- Make sure teachers and administrators are aware of the program requirements
- Good work
- Great job

Parent University: Parent University is a shared effort between the Bibb County School District and the community to provide an opportunity for families to become full partners in the education of their children. Parent University offers parent-learning sessions aligned to the district's goals and provide online resources, workshops, and videos. Please provide your comments or suggestions below:

- Have a launch party to engage parents; offer incentives for students
- Kickoff at the beginning of the year; love this idea
- Do giveaways to parents who complete it
- Provide incentives for parents to complete; provide FEFs information to share with all parents
- Good idea

## V. Questions

Facilitators continued to answer additional questions.

**VI. Evaluations**

Parents completed evaluation forms and expressed that the review process was informative and very helpful.

The facilitators thanked everyone for coming to the meeting. Makeba stated that she hoped the parents found the session helpful, and expressed how the Title I staff looks forward to a continued partnership throughout the school year. She reminded parents to complete an evaluation form to provide feedback to help improve the forum process.

Meeting adjourned.