

# Stafford Public Schools

# Title 1 Agenda/Minutes

January 5, 2022

Time: 2:30 - 3:30 p.m. Location: SES Library Media



**Administrator:** Steve Autieri

**Facilitator:** Lisa Lobik and Marcia Jacobs

**Committee Members:** Beth Beaudoin, Jess Cooley, Kim Evans, Mary Ellen Vigeant, Michelle Hasel, Sandi Bidwell, Deidriene Knowlton, Kaylee Alberti, Marissa Grosso, Donna Bourque, Megan Perch

**Parent Representation:** Mrs. Chenard, Mrs. Gendreau, Mrs. Puglisi

**Attending Members:** Mr. Autieri, Mrs. Lobik, Mrs. Vigeant, Mrs. Perch, Mrs. Galotto, Mrs. Jacobs, Mrs. Knowlton, Mrs. Alberti, Mrs. Grosso, Mrs. Chenard (parent), Mrs. Puglisi (Parent)

<b>Committee Outcomes:</b> <ul style="list-style-type: none"> <li>Develop targeted action steps to address learning loss, support staff professional development needs, and close achievement gaps (Math, Literacy, STEM, Social Emotional Learning).</li> <li>Update the Family Engagement Plan to determine areas of need and programs to support families.</li> </ul>	
<b>Topics to Be Discussed:</b>	<b>Outcomes:</b>
<b>Greetings</b>	Welcome and review of meeting tasks
<b>Family Engagement Updates</b>	<ul style="list-style-type: none"> <li>Update school compacts for the 2021-2022 school year to be housed on the website and within the school offices.</li> <li>Review of Parent Academy Programs                             <ul style="list-style-type: none"> <li>How do we increase communication to families?</li> <li>Other opportunities?</li> </ul> </li> <li>Family Newsletter                             <ul style="list-style-type: none"> <li>Communicate strategies to support home learning</li> <li>Curriculum updates and resources</li> </ul> </li> <li>Schoolwide Reading Challenge Updates                             <ul style="list-style-type: none"> <li>Accelerated Reader Parent Updates</li> </ul> </li> </ul>
<b>SPS SRBI Plan Updates 21-22</b>	<ul style="list-style-type: none"> <li>Overview of modifications and additions made to the district intervention processes manual.                             <ul style="list-style-type: none"> <li>Consistency of forms utilized for student files and communications sent home to families.</li> </ul> </li> </ul>
<b>Tiered-Intervention Data Tracking</b>	<ul style="list-style-type: none"> <li>Overview of intervention tracking spreadsheets to facilitate progress monitoring for students receiving academic intervention.</li> <li>IT will update logging support entries to PowerSchool for SES and SMS.</li> </ul>
<b>Additional Topics Discussed:</b>	
<b>Summary of Meeting:</b> <ul style="list-style-type: none"> <li><b>Call to Order:</b> Meeting was called to order at 2:32pm via Zoom.</li> </ul>	

- **Family Engagement Updates:** Mr. Autieri presented out the Parent Academy offerings thus far and consulted with the committee on strategies to increase parental involvement. The committee offered to check timing, childcare opportunities, recording sessions, and broadcasting the advertisements through multiple means. Mrs. Lobik updated the reading challenges across each campus including the middle school, Fox Trail Reading Adventure at SES and the Drop Everything and Read Aloud celebration. Ms. Puglisi requested some additional information for families on the use of Accelerated Reader to track student progress.
- **Title I Compacts:** Mr. Autieri shared a folder of the draft templates and reviewed the requirements and objectives for the school compacts. The committee broke into two groups: elementary and secondary to review, comment, and revise compacts. Mrs. Chenard recommended tweaking language for the literacy and numeracy outcomes to make them more parent friendly. Mr. Autieri and Mrs. Lobik will meet and complete revisions prior to being printed and updated to the district website.
- **SRBI District Plan:** Mr. Autieri shared the revisions to the district SRBI Processes and Practices Manual with the committee. Highlights of key updates to the decision making flow charts, cut scores, and targeted assessments were discussed. The committee was encouraged to review the manual in detail and share any additional feedback with either Mr. Autieri or Mrs. Lobik.
- **Adjournment:** The meeting was adjourned at 3:35pm.

**Action Steps:**

- Print School Compacts for Title I campuses.

**Next Meeting to be held on: May 2, 2022 2:30-3:30pm at SES**

# Agenda / Minutas del Título 1 de las Escuelas Públicas de Stafford

5 de enero de 2022 Hora: 2:30 - 3:30 p.m.

Ubicación: SES Library Media

Administrador: Steve Autieri

Facilitadora: Lisa Lobik y Marcia Jacobs



Miembros del comité: Jess Cooley, Kim Evans, Kera Pixton, Mary Ellen

Vigeant, Michelle Hasel, Sandi Bidwell, Deidriene Knowlton, Marcia

Jacobs, Kaylee Alberti, Marissa Grosso, Donna Bourque, Beth Beaudoin, Megan Perch

Representación de los padres: Sra. Puglisi, Sra. Gendreau, Sra. Chenard

## Resultados del Comité:

- Desarrollar pasos de acción específicos para abordar la pérdida de aprendizaje, apoyar las necesidades de desarrollo profesional del personal y cerrar las brechas de rendimiento (matemáticas, alfabetización, STEM, aprendizaje socioemocional).
- Actualizar el Plan de participación familiar para determinar las áreas de necesidad y los programas para apoyar a las familias.

Temas a discutir:	Resultados:
Saludos	Bienvenida y revisión de las tareas de la reunión
Actualizaciones de participación familiar	<ul style="list-style-type: none"><li>● Actualizar los pactos escolares para el año escolar 2021-2022 que se incluirán en el sitio web y en las oficinas de la escuela.</li><li>● Revisión de los programas de la academia para padres<ul style="list-style-type: none"><li>○ ¿Cómo aumentamos la comunicación con las familias?</li><li>○ ¿Otras oportunidades?</li></ul></li><li>● Boletín familiar<ul style="list-style-type: none"><li>○ Comunicar estrategias para apoyar el aprendizaje en casa.</li><li>○ Actualizaciones y recursos del plan de estudios</li></ul></li><li>● Actualizaciones del desafío de lectura en toda la escuela<ul style="list-style-type: none"><li>○ Actualizaciones para padres de Accelerated Reader</li></ul></li></ul>
Actualizaciones del plan SPS SRBI 21-22	<ul style="list-style-type: none"><li>● Resumen de modificaciones y adiciones hechas al manual de procesos de intervención del distrito.</li><li>● La coherencia de los formularios utilizados para los archivos de los estudiantes y las comunicaciones que se envían a las familias.</li></ul>
Seguimiento de datos de intervención por niveles	<ul style="list-style-type: none"><li>● Descripción general de las hojas de cálculo de seguimiento de intervenciones para facilitar el seguimiento del progreso de los estudiantes que reciben intervención académica.</li><li>● TI actualizará las entradas de soporte de registro a PowerSchool para SES y SMS.</li></ul>
Temas adicionales discutidos:	

**Resumen de la reunión:**

**Pasos de acción:**

**Próxima reunión a realizarse el: 2 de mayo de 2022 2: 30-3: 30pm en SES**