

## Parent Input Meeting Minutes

**Meeting Date:** *August 17, 2017* \_\_\_\_\_

**Meeting Time:** *2:30-3:30 and 5:30-6:30* \_\_\_\_\_

### 1. Meeting Called to Order

*By: Byron Foster Time Start: 2:30pm and 5:30pm*

### 2. Minutes from last meeting:

*By: \_\_\_\_\_*

*Date of last meeting: \_\_\_\_\_*

### 3. Annual Evaluation:

*parents completed surveys*

### 4. Review and Revision of 2016-17 School Improvement Plan for 2017-2018

*Date of last Revision: 10/27/2017*

*Items/Information Shared:* Discussed the purpose and parental involvement and the plan. Reviewed what was done in the first year at Skyview to improve school operations and discussed ideas and projected forecast for upcoming school year.

*Request for parents to provide input on School Improvement Plan*

*(Describe parent feedback received on the development, review and improvement of the school wide plan/TA plan).*

Parents discussed their areas of concerns regarding strengthening student academic achievement. Discussed how to engage community stakeholders, local businesses and build partnerships via parental networking.

### 5. Review and Revision of 2016-17 School-Parent Compact for 2017-2018:

*(Be sure to use feedback forms/Evaluations, or School Compact to document input/revisions).*

*Date of last Revision: 10/25/2016*

*Items/Information Shared:* School responsibilities, Parental rights, how parents can be involved in their students academia/school culture, parent engagement ideas.

*Request for parents to provide revision on Compact*

*Discussed what they would like to jointly develop for the parent resource center, their understanding of our curriculum, title I, and teachers qualifications.*

**Signature of Facilitator(s):** \_\_\_\_\_

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6. **Review and Revision of 2016-17 Parental Involvement Plan for 2017-18** (*New Title under ESSA: School Parent and Family Engagement Plan*)  
(*Be sure to use feedback forms/Evaluations, or Parental Involvement Plan to document input/revisions*).

*Date of last Revision: 10/27/2016*

*Items/Information shared: How to jointly involve parents in an organized timely manner regarding parent involvement, meetings, and communication.*

*Request for parents to provide revisions on Plan:*

*Provide any revisions/suggestions on when to schedule meetings, best communications methods to reach parents, how to inform parents on what improvements are being made per their input and suggestions.*

7. **1% Parental Involvement Funds Set Aside:**  
(*Be sure to use feedback forms/evaluations to document input*).

*Items/Information shared: what it can be used for and the amount of funds.*

*Request for parents to provide input: How they would like to spend the additional funds e.g. PTA, parent nights, enrichment events.*

8. **Additional Title I Funding** (*carry-over*):

*Items/Information shared:*

*Request for parents to provide input on how funds should be allotted or spent.*

9. **Building Staff Capacity Training:** (*Be sure to discuss the 5 components that staff should be trained in*).

*Items/Information shared: Provided parents with information regarding curriculum and how students are measured and assessed to meet Title I criteria.*

*Request for parents to provide input: Provide input on best way to inform parents of grades, student's academic performance and behavior.*

Signature of Facilitator(s): \_\_\_\_\_

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**10. Overall Parental Involvement Program:** *(Be sure to use GADOE templates for guidance, i.e. Summary Evaluation Tools and Survey Templates)*

Items/Information shared: How to improve school, how to better engage parents, how to communicate best with parents, upcoming meetings, how to best serve parents so they may best serve their children, and parent resource center.

*Request for parent input: Communications, coordination of services, building capacity for staff.*

**11. ESSA Updates:** *(Any parent comments or questions)*

*Items/Information shared: NA*

*Request for parent input: NA*

**12. Q & A:** *(Be sure parents write questions on feedback form).*

*How parents can volunteer? How to be more involved?*

**Answers to questions \_\_\_\_\_ Moms on the March and Pops on Patrol – parents to assist with entry and dismissal.**

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**13. Notes or Evaluations:** *(Use this time to review notes and collect feedback forms from parents).*

**14. All in Agreement:** Yes \_\_\_\_\_ *X* \_\_\_\_\_ No \_\_\_\_\_

By: \_\_\_\_\_

**15. Objections:** *(Record any objections or complaints)*

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**16. Upcoming Events:**

By: \_\_\_\_\_ *Open House / Annual Title I Parent Meeting* \_\_\_\_\_

**17. Next Meeting Date:** 9/7/2017 \_\_\_\_\_

**Meeting Adjourned - Time Ended:** 6:45pm

Signature of Facilitator(s): \_\_\_\_\_