



Ms. Kharim Armand, Principal  
Alyssa Eskin-Rosenblatt, Assistant Principal  
Shawana Ledgister-Joseph, Assistant Principal  
John Black, Community Involvement Specialist  
Title 1 Minutes

### **Welcome and Introduction**

Meeting was opened by Ms. Shawna Ledgister-Joseph, Assistant Principal. She introduced the principal, Ms. Kharim Armand, and the new community involvement specialist, Mr. John Black.

### **All About Title I**

Ms. Ledgister-Joseph explained the goal and purpose of Title I. She explained how Title I work and how it was designed to support students in academic areas. She presented how Title I programs provide supplemental support and how the funds are utilized. All details about Title I is on the school website.

### **Title I Schoolwide Funds**

John F Kennedy Middle School is allocating a portion of Title I funds towards extended learning opportunities and providing supplemental materials and resources.

### **District Level and School Level Parental Family Engagement Plan**

Ms. Ledgister-Joseph also shared the Parental Family Engagement Plan (PFEP) and how parents can support their child's education, by getting familiar with the school policies, procedures and communicating with teachers. Lastly, Ms. Ledgister-Joseph talked about the Parent - School Compact which is located on the website. Ms. Ledgister-Joseph encouraged families to participate in school-wide activities, volunteering, and meetings that will support effective parental involvement and strengthen student academic achievement. Ms. Ledgister-Joseph also informed the parent about upcoming sessions that will help parents become more aware of strategies that can be utilized when assisting their children.

### **School Improvement Process and School Achievement and Performance Data**

Ms. Ledgister-Joseph discussed the goals for the school. She explained the academic data from the previous school year and what will be the focus for this school year. John F Kennedy Middle School will focus on Professional Learning Communities, Standards-Aligned Instruction, Specific Teacher Feedback/Walkthroughs, and Attendance Initiatives.



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### **Curriculum, Instruction & Assessment**

Ms. Ledgister-Joseph discussed how the school uses the data to align the curriculum to State and District academic standards. She also informed parents about upcoming tutorial sessions that will help remediate standards learned in the classroom.

### **Parents, Families, and Schools Working Together**

Ms. Ledgister-Joseph explained that the school and parents can collaborate through a variety of outlets. School and parent partnerships are built within advisory councils such as the Educational Excellence School Advisory Council (EESAC), the Title I District Advisory Council (DAC), and the North Region Parent Advisory Council (PAC). Ms. Ledgister-Joseph opened the floor to parents for an opportunity to be a part of EESAC, PTA, DAC and PAC Representative.

### **Parent's Right to Know**

Ms. Ledgister-Joseph explained that parents have the right to receive information regarding the professional qualifications of their child's teachers and if their child is assigned to, or taught, by a teacher who does not meet state requirements. She also informed parents that they have the right to know the level of academic achievement of their child on state assessments in a language that parents can understand.

### **Coordination with Other Federal Programs**

Ms. Ledgister-Joseph explained the other federal programs offered at John F Kennedy Middle School: Project Up-Start, Alternative Outreach, and Title III.

### **School-Level Parent and Family Engagement Survey**

The Parent surveys were sent home with students to give parents an opportunity to complete in order to assist with the implementation of a Title I Schoolwide Program that meets the needs of families.

### **Complaint Procedures**

Ms. Ledgister-Joseph went over the complaint procedures in the Title I handbook.

### **Project Up-Start**

Ms. Ledgister-Joseph discussed Project Up-Start and the contact information. Any additional information requested, parents can contact the counselor the Project Up-Start Liaison.



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**School Contact Information**

Ms. Ledgister-Joseph gave parents school personnel contact information if needing additional assistance. Ms. Armand opened the floor for any questions, comments or concerns. There were no parent questions or comments. Ms. Armand thanked the parents for coming and closed the meeting.