



Alderdice High School

PTO meeting Minutes

Meeting: Thursday, Sept 12, 2019, Academic year 2019-2020, Alderdice Library, 6:00 pm.

Submitted by: Michael Bridges, Secretary

Call to Order: Sukanya Srinivasan called the meeting to order.

Welcome and Introductions. Sukanya Srinivasan welcomed those present and introduced PTO Leadership for 2019-2020 and Chairs of Committees:

President	Sukanya Srinivasan
Vice President	Amy Constantine
Treasurer	Karen Clay
Secretary	Mike Bridges
Grants	Robert Aber, Jo-Jo Monaco
Spiritwear Coordinators	Leslie Grodin, Laurie Heller Tarr
Website Administrator	Danielle Nicol
Facebook Administrator	Andrea Glickman
Teacher Appreciation Breakfast	Constance O'Connor
Multi-Cultural Dinner	Maria Mastriano, Courtney Petrov

Introduced Alderdice FACE Coordinators:

FACE Coordinators	Rachel Palmer, Jessica Porter (not present)
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Minutes Approved: Minutes from May, 2019 PTO meeting were approved.

Website Report – Danielle Nicol

- The website has been restructured and updated and is intended to be a tool for communication.
- Spiritwear can now be purchased online.
- In the future, given appropriate wireless access, credit card transactions will be possible at Spiritwear sales events.
- Spiritwear orders placed online by Sept 15 can be picked up on Sept 27 (1/2 day). Students will need to bring a receipt for verification of purchase.

Treasurer's Report – Sukanya Srinivasan (reporting for Karen Clay)

- Sukanya provided an overview and description of the two PTO accounts.
- PTO account balance = \$7,113.42
- Dragon Spirit balance = \$25,225.32.
- The reports for the two accounts will be posted on the PTO website.

Fundraising (Spiritwear) Report – Leslie Grodin & Laurie Heller Tarr

- Leslie described new items in the Spiritwear catalog
- Reported that during the back-to-school night on September, sales (\$2,510) covered nearly all of the costs of the most recent order.

Grants Report

- Jennifer McGonagle, French Teacher submitted a grant request for a license for *Yabla*, a web-based language immersion application to use in Spanish and French classes. Ms. McGonagle was present and described the value, role, and features of the web-based application. The cost for a year-long subscription is \$199.95 from Dec 2019 – 2020. The motion to approve the grant was approved.
- Grant Request Forms are available on Allderdice PTO website <https://allderdicepto.org/>

Principal's Report

- **Sports.** Dr. McCoy reported that there are lots of sports going on, representing a broad range of options for students. Relevant updates regarding sports activities are reported in the Principals weekly newsletter.
- **School lockdown.** Dr. McCoy reported on the school lockdown that occurred on Friday, Sept 6. The investigation of a reported gun in vicinity of the Allderdice campus is ongoing. A parent asked a question about a student who was coming back from a doctor's appointment and was not allowed back into the building during the lockdown. Discussion resulted about potential policy modifications to address this issue.
- **Traffic Meeting.** The Shady Avenue Traffic Study Meeting, hosted by Councilmembers Erika Strassburger, Corey O'Connor, and the Department of Mobility and Infrastructure will take place in Allderdice auditorium on October 10, 2019. The announcement flyer can be accessed at <https://files.constantcontact.com/21830a77301/97cdf7bb-919a-4d26-b2ab-af0cb43816d2.pdf>.
- **Parent Teacher Conferences.** Parent-Teacher conferences will be on Monday, October 14th. The building will be open for parents between 11:00am-2:00pm & 3:00pm-6:00pm.

Miscellaneous Business

- **Soccer Team Incident.** James Rosenberg described a reported incident involving racial taunting and inappropriate touching during the Varsity Boys' Soccer game with Connellsville Area High School. The school is working with the appropriate stakeholders to investigate and prevent future incidents. No action is requested at this time.
- **Homecoming Dance.** The homecoming dance is September 21, in the school gym. A limited number of tickets are on sale for \$5. Becca's closet is available for students.
- **Club Catalog.** Rachel Palmer described efforts to update the school's Club Catalog. A pointer to the updated Catalog will be included in the Dr. McCoy's September 15 newsletter email. The PTO will also provide a link on their website.

The meeting date for the next PTO/PSCC meeting has been moved to October 17, 2019 (6:00pm/6:45pm). Meetings are hosted in the Allderdice Library. The best access to the meeting is through the Tilbury Avenue parking lot, near the smoke stack.

**Allderdice High School
PSCC Meeting Minutes**

Welcome Back to Allderdice and Title I Information

September 12, 2019

6:45 – 7:45 PM

Welcome Back to Allderdice

Dr. James McCoy

1. Information on Key Staff at Allderdice
 - a. Administrators
 - i. James McCoy – Principal – Science and World Languages
 - ii. Terri Alessio – 9th Grade AP – English, PSE (special education)
 - iii. Kayla Wright – 10th Grade AP – CTE, Social Studies
 - iv. Amy Davies – 11th Grade AP – Math, Student Services
 - v. Mike Dobies – 12th Grade AP – Art, Physical Education
 - b. Counseling Staff
 - i. Dana Hecht
 - ii. Anthony Hall
 - iii. Amy Hand
 - iv. Lindsay Van Luik
 - v. Maggie Ionadi
 - vi. Courtney Stonestreet
 - c. Social Workers & Students Services
 - i. Deb Gener
 - ii. Sam Noll
 - iii. Tammy Garnett
 - d. Nurses
 - i. Lauren Compel
 - ii. Kristie Yalch
 - e. Office Staff & FACE Coordinators
 - i. Cheryl Snelsire (office)
 - ii. Jade Wolff-Butch (office)
 - iii. Raechel Palmer (FACE)
 - iv. Jessica Porter (FACE)
2. How to Stay Informed at Dice
 - a. Summer mailing
 - b. Weekly newsletter email
 - i. Sundays
 - ii. PTO Information
 - iii. AFA (Alumni and Friends of Allderdice) Information
 - c. Allderdice Student Services Facebook Page
 - d. PTO/PSCC Meetings
 - e. Know the report card and progress report dates (These are NOT mailed home.)
 - f. HAC – Home Access Center to see grades and class assignments
 - g. Parent Teacher Conferences
 - i. Monday, October 14
 - ii. Sessions are 11-2 and 3-6

3. Getting in Touch with your Child's Teachers
 - a. Email is ideal
 - b. Voicemail can also be left
4. Attendance and Assignments
 - a. In the event of an absence, you must submit an excuse to the main office within three (3) school days of the absence.
 - b. Parents may write no more than ten (10) notes per school year for absences. This is also the case with tardy/early dismissal notes.
 - c. Only can make up excused work.
 - d. Early dismissals should be avoided whenever possible.
 - e. Vacations are not an excusable absence.
5. Electronic Devices
 - a. Electronic devices are not to be used during class time.
 - b. Texting, making telephone calls, etc. during class is unacceptable and will lead to disciplinary action.
 - c. Students are permitted to use their phones to listen to music during the exchange of classes and during lunch time.
 - d. If phones are out in class and a teacher sends you to your AP, it will be confiscated until the end of the day or you will have disciplinary consequences will occur.
 - e. Please do not call students during school hours
6. Drugs/Alcohol and Vaping
 - a. Know consequences for violation of drug/alcohol policy
 - b. Vaping policy
7. Tardy Policy
 - a. Arriving to school and class on time is required.
 - b. Arriving late to class can limit your ability to complete assignments and be fully prepared for class.
8. Final Exams/Midterm Exams
 - a. Students are only able to take final exams and midterm exams during the scheduled dates/times. The only exception is for excused medical reasons.
 - b. Midterms – January 22-24
 - c. Finals – June 9-11

Title I Information

Dr. James McCoy

1. How Title I Works
 - a. The federal government provides funding to states every year for Title I. To get the funds, each state must submit a plan describing:
 - i. What all children are expected to know and be able to do
 - ii. The high-quality standards of performance that all children are expected to meet
 - iii. Ways to measure progress

- b. State educational agencies send the money to school districts based on the numbers of low-income families
 - c. The local school district identifies eligible schools and provides Title I resources
2. What does it mean to be a Title I School?
- a. Means receiving federal funding to supplement the school's existing programs
 - i. Providing assistance for students experiencing academic difficulties to help meet content standards
 - ii. Purchasing supplemental staff, programs, materials, or supplies that support the school-wide plan
 - iii. Conducting parent and family engagement meetings, trainings, or activities that will help parents support their children academically
3. Title I Program
- a. Our school has a school-wide program
 - b. It is a comprehensive reform strategy designed to upgrade the entire educational program in a Title I school
 - c. All students are considered Title I students and all parents are considered Title 1 parents
4. Title I Funds in Our School
- a. Overall budget: \$150,550
 - b. Title I Parent & Family Engagement Portion of Budget
 - i. Amount available this year: \$3,923
 - ii. Use of funds last year
 - iii. How parents can be involved in deciding how funds are spent this year
5. How our school is using Title I funding?
- a. Supplements and supports the core academic program by:
 - b. Staff – 1.35 positions - \$143, 732
 - i. 1.00 – Student Services Assistant
 - ii. .35 – Social Worker
 - c. \$6, 818
 - i. \$2,895 – FACE coordinators
 - ii. 3,923 – Parent/Community Resources
 - d. Literacy Coach – Funded with Title I money through central office, not our school budget.
6. Parent & Family Engagement
- a. Requirements
 - i. Annual Title I Meeting (this meeting)
 - ii. District Level Parent & Family Engagement Policy
 - iii. Title I School Level Parent & Family Engagement Policy
 - iv. Title I School-Parent Compact
 - b. Policy
 - i. Communicates how the school will involve parents in an organized, ongoing and timely way in the planning, review and improvement of the Title I program at the school.
 - ii. As Title I parents, you have the right to be involved in the development and revision of this policy

- iii. Review of last year's policy for needed revision.
 - iv. Our policy review meeting will be September 20 at 9 AM.
- 7. Title I School-Parent Compact
 - a. The school-parent compact describes the responsibilities of the school, the parent and the student for improved student achievement.
 - b. Title I parents have the right to be involved in the development and revision of this Compact.
 - c. Review last year's Compact for needed revisions. See Handout.
 - d. The Compact is one way to help carry out the school's policy.
 - e. Our compact will be reviewed and revised September 20 at 9:00 AM.
 - f. If interested in reviewing the Parent & Family Engagement Policy, at this meeting please let Ms. Porter know (jporter1@pghschools.org).
- 8. State Assessment Proficiency Levels
 - a. PSSA in grades 3-8 and Keystones in high school
 - b. Four Proficiency Levels for the PSSA and Keystones
 - i. Advanced
 - ii. Proficient
 - iii. Basic
 - iv. Below Basic
 - c. Our goal is for your student to reach the "Proficient" level on the PSSA and the Keystone
 - d. Parents will be informed through a letter passed out to students to be brought home for parents
 - e. Update on School's Progress
- 9. School Improvement Plan
 - a. The School Improvement Plan is the school's roadmap that also serves as the Title I Schoolwide Plan. It details:
 - i. Where the school is now (data)
 - ii. Where the school needs to go (goals)
 - iii. How the school will get there (action plan)
 - iv. How the school will know if the plan is working (indicators of effectiveness; review and revise)
 - b. Parents must be given an opportunity for input.
 - i. To participate in the process to revise the school improvement plan, please contact Dr. McCoy.
 - c. Our school has been identified as an Additional Targeted Support and Improvement (A-TSI) School
 - i. A-TSI schools are schools in which performance by one or more student groups is consistently underperforming
 - ii. Supports in place to help
 - 1. Development of evidence-based strategies included in the school improvement plan to be implemented this school year
 - 2. The state will help to facilitate networked learning communities to foster collaborative learning and problem solving within our school and other schools similar to ours.
- 10. Parent & Family Member Rights under ESSA

- a. The right to be involved in the decisions regarding how PFE funds are allotted for PFE activities.
- b. The right to know the qualifications of your child's teacher and any instructional paraprofessionals that work with your child. As well as the right to request information about assessments.
- c. Letter will be sent from the District in September 2019 explaining how to request this information.
- d. Right to know if your student was taught by a non-certified teacher for four or more weeks.
- e. Letter sent by the Principal to the affected students on an as needed basis.
- f. Right to request opportunities to meet regularly with school staff to formulate suggestions and to participate in decisions relating to the education of their child.
- g. Right to participate in decisions affecting your child.
- h. Right to review application for Title I and make suggestions
- i. This opportunity occurs at the District Parent Advisory Council meeting in the Spring.

11. Volunteer Requirements

- a. Per Board Policy...
- b. All volunteers must be cleared and have the following documents on file in Central Office prior to volunteering:
- c. Volunteer Intake Form
- d. PA Criminal Background History Check (Free for Volunteers); and
- e. PA Child Abuse History Check (Free for Volunteers); and
- f. Federal Criminal History (Fingerprints \$27.50) **OR** the Residency Verification Form and Waiver Request in lieu of the federal fingerprints.
- g. The Residency Verification Form and Waiver Request are only available to volunteers that have resided in PA for 10 consecutive years
- h. Once submitted and approved by the District, clearances are valid for five(5) years from the date on each clearance.