

Title I Fall F.A.S.T. Meeting

Graysville Elementary School

Virtual Meeting - November 17, 2020

Minutes

GES Title I held its first F.A.S.T. meeting for parents virtually this year, due to increased health and safety measures. Digital learning students were sent a text message that directed them to GES website Fall F.A.S.T. Meeting page. Digital students then had the option to view a presentation video from any teacher in their grade level. In-person learning students were individually sent home with a Fall F.A.S.T. Save the Date informational flyer at the first of November and the same information was included in the Title I Tips Newsletter and on the website. These communications with parents served as an introduction for our families to the GES F.A.S.T. program. On November 17, all GES parents were sent a text directing them to the GES website to view the F.A.S.T. virtual meeting information.

On November 17th, GES in-person students were sent home with a F.A.S.T. packet. This packet included the F.A.S.T. invitation/signature sheet, MAP reading and math fall student profile report, student goals for reading and math, and a F.A.S.T. Meeting evaluation. The invitation/signature sheet provided parents with instructions on how to use the QR code provided to view the teacher presentations and the information available on F.A.S.T. webpage. The invitation sheet also acted as a signature sheet, with parents being instructed to sign and return the invitation after they viewed the meeting and completed the evaluation. This signature sheet was used as evidence of meeting attendance. GES had 248 students return their invitation signed, for a 48% "attendance" rate.

Parents were also offered the opportunity to request a Parent-Teacher Conference on the signature sheet. Parents had three options to select from: 1) I would like to schedule a parent-teacher conference based on this meeting, 2) I have already had a parent-teacher conference and do not have any further questions at this time, 3) I understand all the information presented, and I do not wish to schedule a parent-teacher conference. 35 parents were able to request parent-teacher conferences from this presentation. Teachers were given copies of these requests and were able to schedule these conferences with parents by phone or virtually. Title I presented a "Teacher Tips for Virtual Conferences" during a faculty meeting prior to F.A.S.T. to help build staff capacity in this area. Both the signature page and the evaluation page were translated into Arabic, Simplified Chinese, and Spanish for our families who have requested translation services.

Once parents scanned the QR code, they were taken to the GES Website F.A.S.T. Meeting page. This page contained a copy of the Save the Date (with Translations), a copy of the Invitation/Signature Page (with Translations), the F.A.S.T. Meeting agenda, the teacher video presentations, PDF's of each grade level presentation, a Parent-Teacher Conference google form and a F.A.S.T. Meeting Evaluation google form and links to all Title I handouts. Parents were asked

to select their child's teacher's presentation and to follow along using the MAP reports and their student's goals.

Prior to the event, each grade level worked to establish grade level goals and ways parents can work with their children from home. Then each teacher, or teacher team in the upper grades, recorded themselves presenting the F.A.S.T. presentation. Having them pre-recorded allowed for parents to view the presentation at a time and in a place most convenient for them. Teachers introduced the F.A.S.T. program to parents, went over how to read the new MAP testing scores, discussed grade level goals and how to help students at home with the goals they had set individually. Ways to utilize the Family-School compact were also discussed and the date for the next F.A.S.T. (February 9th) meeting was shared. All Title I handouts are digitally uploaded and linked in an easy to access format, creating a virtual "table" that we would normally make available at all Title I meetings. This "table" was linked on the F.A.S.T. webpage. The PIC contact information was readily available on the website, in the presentation, and in all the materials sent home to handle any questions or concerns.

Once parents completed viewing the presentation they were directed to complete the Parent-Teacher conference request form and the event evaluation form and return them to school. The F.A.S.T. event evaluation was available on the backside of the signature page and linked online on the F.A.S.T. website. 213 parents took the survey. Results from the survey were positive, with many liking the ability to watch the presentation when it was most convenient for them and not being tied down to a specific meeting time. A presentation of the survey results was created by the PIC and shared with GES faculty and staff through email. The results presentation was also made available online for parents to view. F.A.S.T. meeting minutes are available online in English, Arabic, Simplified Chinese, and Spanish.