

DEC 28 2017

MEMORANDUM FOR RECORD

SUBJECT: Installation Child & Youth Services (CYS) Partners in Education Process Action Team (PIEPAT) Meeting Minutes, 08 November 2017.

1. The Partners in Education Process Action Team (PIEPAT) meeting convened at 1000, led by MG John C. Thomson III, Acting Senior Commander, at the Community Events Center, Fort Hood, Texas.

2. Attendees:

MG Thomson, John C.
MG Whittle, Robert
COL Perry, Henry C.
COL Fox, Todd
Mrs. Fox, Todd
CSM Jackson, Maurice
CSM Leija, Antonio
Johnsen, Nicholas R.
Curtis, Sheila R.
Martinez, Regina
Hill, Ashley
Bleakley-Sias, Kim
Davenport, Elizabeth
Jones, Terri
Salinas, Angelica
LTC (Ret.) McNiesh, Garry
Miller, Summer
Copeland, Sandra
Samide, Chelsey
Sharbono, Lotte
Mcintire, Elizabeth
Dr. Craft, John
Wilkerson, Angenette
Bradley, Megan
Dr. Bott, Kevin
Dr. Ott, Robert
Smith, Burt
Dr. Muller, Robert
Johnson, Caitlin
Davis, Charlotte
Michalewicz, Paul
Schneider, Keith
Harper, Scott
Edmond, Sharon

Acting Senior Commander
DIV CMDCRP, 1CD
Garrison Commander
III Corps Chief of Staff
Senior Spouse
Task Force Phantom
USAG CSM
Director, FMWR
Chief, Child & Youth Services
Parent & Outreach Services Administrator
Youth & School Age Care Administrator
Child Development Services Administrator
School Liaison Officer
School Liaison Officer
School Liaison Officer
Adopt-A-School/ Retired
CYS Special Needs Director
CYS Training Branch Admin. Assistant/Usher
Outreach Services Assistant Director/Usher
SKIES*Unlimited* Admin. Assistant
Parent & Outreach Services Admin. Assistant
Superintendent, Killeen ISD
Community Relations, Killeen ISD
Chief Financial Officer, Killeen ISD
Assistant Superintendent, Lampasas ISD
Assistant Superintendent, Temple ISD
Assistant Superintendent, Salado ISD
Deputy Superintendent, Belton ISD
SPED Teacher, Belton ISD/ Working Group
SPED Coordinator, Belton ISD
Superintendent, Florence ISD
Director of Special Education, Jarrell ISD
Executive Director of Operations, Gatesville ISD
Military Family Life Counselor

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Aguayo, Michelle	CRDAMC Behavioral Health
Miller, Stephanie	School Based Health, CRDAMC
Glendening, Sharon	Military Student Transition Consultant
Kirkpatrick, Richard	Deputy Superintendent, Copperas Cove ISD
Kirkpatrick, Angelia	Director, SPED Copperas Cove ISD
Judkins, Frances	Director, Human Resources Education Services
Blancett, Skip	Education Services/Mayor of Salado
Luciano, Christine	DPW Environmental
Streater-Moore, Leona	Exceptional Family Member Program
Strickling, Bernice	Training Specialist/ Working Group
Ashley, Heather	PAO
Nohrenberg, Mark	Civilian
Garcia, Raul	Central Texas College
Perry, Mary Ann	Senior Spouse, III Corps
3d Weather Squadron	Representative (2 service members)
85 th CA BDE	Representative
USAOTC	Representative (2 service members)
36 th EN BDE	Representative (2 service members)
2 ABCT	Representative (2 service members)
1 CD Sustainment BDE	Representative
III Corps	Representative (5 service members)
1 CD, DIVARTY	Representative
11 ASOS	Representative
89 th MP BDE	Representative
582 nd MLC	Representative
11 th TTSB	Representative
1 ABCT	Representative
1CD, 3-8 Cav.	Representative

3. The meeting progressed as follows:

a. Welcome and Statements of Purpose: MG John. C. Thomson opened the meeting by thanking everyone in attendance for their support of military Families and education. MG Thomson stated that education is paramount for our young adults and future leaders. This continued commitment to education ensures that Families are better informed and prepared to make important decisions for their student.

(1) COL Henry C. Perry also welcomed attendees and thanked them for their time and commitment to education. COL Perry encouraged participants to scan the QR code provided. The QR code was created so that once scanned, it opens the School Liaison website.



(2) Mr. Lorenzo Westbrook shared that on 04 October 2017 the Schools Council Meeting was held. The meeting was the kick off to a successful school year by allowing parents of military-connected students to have a voice and to hear about the amazing things happening in the local school districts. It was open to the public and presenters provided information on: cyberbullying, resiliency, health clinics in the schools, and school transfers. Community Input Forms were provided to allow Families to submit comments and concerns with their student's education to the School Liaison Office. The concerns are then collected and distributed to the appropriate working groups. The working groups meet, discuss concerns and develop recommendations and resolutions to the issues.

b. Superintendent Updates: Superintendents and representatives from the surrounding districts of Killeen ISD, Lampasas ISD, Temple ISD, Salado ISD, Gatesville ISD, Jarrell ISD, Copperas Cove ISD, Florence ISD and Belton ISD presented information about their respective districts and information regarding parent involvement and State of Texas Assessments for Academic Readiness (STAAR).

(1) **Killeen ISD (KISD):** Dr. John Craft, shared that KISD has about 44,300 students enrolled. Enrollment has increased since the start of the school year. The students have received their first nine weeks report cards. Fall break for KISD will be 20 – 24 November 2017. KISD will meet 14 November 2017 to prepare the calendar for 2018-2019 school year. Over the next ten years, KISD is planning to have a growth of about one percent per year and could reach the mark of 50,000 students enrolled. In addition to the new elementary and middle school that KISD opened this school year, KISD is planning in the long term to add three elementary schools, one middle school, and one high school. Also, older schools will be getting renovations and upgrades. Among some of the older schools slated for renovations are Harker Heights Elementary, Peebles Elementary, Nolanville Elementary, and Killeen High School. Dr. Craft encouraged everyone to attend the steering committee meetings and stated that the bond elections are coming up on 5 May 2018.

(2) **Belton ISD (BISD):** Dr. Robert Muller, shared that BISD currently has a school based health clinic. The clinic accepts military-connected children and allows the students to go see the doctor without missing school. Some ways that BISD helps students prepare for the STAAR testing is student to student tutoring and support from

the Adopt-A-School Program. A couple ways the district keeps Families informed is by using the Skyward Gateway. A lot of parent involvement comes from social media, such as Facebook, Twitter, Instagram, etc. He noted that parents want to be involved and BISD encourages this involvement by providing the information where a parent is most likely to see it.

(3) **Copperas Cove ISD (CCISD):** Mr. Rick Kirkpatrick, shared that CCISD is a District of Innovation. Schoology is currently the application used for teachers to upload assignments and notes. In the event a child is absent, the parent can access that day's work. Skyward and Sky alert are used for discipline, attendance, grades, etc. CCISD offers various STAAR preparation classes, such as test strategy, reading and math skills, as well as reducing test anxiety. He encouraged anyone that may want to volunteer to contact the school. CCISD has implemented a program that helps the child in needed areas and to work on assignments if a child is failing or misses an assignment.

(4) **Florence ISD (FISD):** Mr. Paul Michalewicz, stated that while FISD is smaller than most districts, they face the same challenges. FISD currently has 1,052 students enrolled. Mr. Michalewicz stated that times are changing and embracing the change is a huge step forward. He shared that when parents get information and educational updates that need to be made, they become excited and want to be involved. FISD encourages parents to become involved with character education and leadership development. Additionally, the athletic department spends one practice a week conducting a character development activity. The Future Farmers of America (FFA) program has brought the district multiple national championships. STAAR testing support is offered before and after testing. Additional teachers have been hired to help with the demand of students who need additional help. As part of the leadership program, high school students can tutor and mentor other students. COL Perry encouraged Mr. Michalewicz to utilize the Adopt-A-School program because putting a uniformed soldier in front of students can provide some leadership perspective and get the students excited. Mr. Michalewicz commended his AAS unit, Operational Test Command.

(5) **Gatesville ISD (GISD):** Mr. Scott Harper, shared that GISD has about 2,800 students total. He stated that the community plays a huge roll in involvement with the schools, not just the parents. The district holds parent and Family nights, as well as literacy and math nights. Currently, the district is piloting Parents are Classroom Extensions (PACE) in pre-kindergarten, first, and fourth grades. At the PACE meeting, goals are shared, parents can see their student's status and where they can help in the classrooms. Mr. Harper encouraged everyone to be transparent with information provided to parents. STAAR assistance is available through the PACE program and other tutoring. There are also plans to bring Junior Officer Training Course (JROTC) to GISD.

(6) **Jarrell ISD (JISD):** Mr. Keith Schneider, shared that JISD has seen a 15.2% increase and could reach 20% in the near future. JISD is in the building phase of a new elementary school. He stated that STAAR intervention is provided by through English and math classes, summer boot camps, and summer school. JISD uses various social media sites to get parents involved. They also use Remind 101 and the application Schoology. Various community partners are involved with the school district, such as the Lions Club and Chamber of Commerce. The Lions Club provides eye screenings to students.

(7) **Lampasas ISD (LISD):** Dr. Kevin Bott, shared that Read on Lampasas is a movement promoting literacy. Students in K-5th grades are being read to by various leaders, such as the police chief and Fort Hood Soldiers. Dr. Bott stated the goal of the district is simply to produce successful citizens. He encouraged parents to read to their children at least 20 minutes a night. LISD information can be found at lisdtx.org.

(8) **Salado ISD (SISD):** Mr. Burt Smith, shared that SISD currently has 1,860 students enrolled. He stated that the focus isn't just parent involvement, it is also community involvement. All SISD schools have been adopted by the Adopt-A-School program. Soldiers are actively involved and engaged at the schools. The Dads of Great Students (DOGS) Watch DOGS program brings dads into the schools to greet, read, and help out, where needed. The district has enough dads signed up to cover the school year. Parents are heavily involved in long range planning and recommending changes. Mr. Smith stated that the goal is to strengthen the Science, Technology, Engineering, and Mathematics (STEM) programs and career programs. SISD parent meetings include drinking/drug identification, social media and students, bullying/cyberbullying and dating violence. SISD uses the Measure of Academic Progress (MAP) testing to gain knowledge of how well a student is doing and identify areas the student is struggling. A program is then developed for that student. Intervention courses are built into the student schedule.

(9) **Temple ISD (TISD):** Dr. Robert (Bobby) Ott, shared that TISD has a parent YouTube channel located on the homepage of the district website. Teachers create the videos for parents so they can see how the child is learning in the classroom to better assist the child at home. He shared that TISD has begun long range planning for the next 10 years. TISD is training parents to be tutors and is combining the training with the substitute teacher training. Dr. Ott shared that 78% of students are on free or reduced lunch and come from the lowest income areas. Many students do not have access to internet to complete assignments. City-wide Wi-Fi would allow those students internet access. TISD and local banks are funding the installation of the Wi-Fi, expected to begin January 2018. TISD added a military connection link to their website.

c. Schools Council Working Groups.

(1) **Special Education:** Ms. Caitlyn Johnson shared the group's issue: What are the training requirements for teachers and staff in Special Education? What support is needed? From this issue, the group was able to develop the following Title, Scope and Recommendation.

Title: Special Education Certification and Ongoing Training

Scope: There appears to be a lack of understanding about Texas Special Educator certification/license and the ongoing professional development provided to staff. Parents need reassurance that the staff working with their child is highly qualified to meet their needs. This affects all ISDs' Families.

Recommendation: Inform stakeholders about state certification requirements, including ongoing Continuing Education Units (CEU)/Continuing Professional Education (CPE). Additional information can be found by contacting their district's Human Resource Department or online at the Texas Education Agency website. Community partners will work together to inform stakeholders that each Local Education Agency has professional development throughout the year. There are professional development days built into their school calendar; planning for those days considers staff assignment needs.

Further Recommendation: Stakeholders attend EFMP orientation, which is held the 2nd Tuesday of every month from 1000-1130 at Oveta Culp Hobby Family Readiness Center. Taking advantage of EFMP expertise in community, medical, and special education services promotes knowledge and positive experiences for military Families.

(2) **Student Success:** Ms. Bernice Strickling shared the group's issues. Issue 1: How can the Fort Hood community assist and better support transitioning military Families? Issue 2: Within the military program at schools, how do parents identify the Military Family Life Counselors (MFLC) in their schools off post? Is it possible to have a "roster" in the school district's information pages? Could Family Readiness Liaisons (FRL), Command Financial Specialist (CFS), Family Advocacy Program (FAP) have access to a management roster? Issue 3: Can anything be done to consolidate the applications used by school districts for parents and teachers to communicate about their students? The application for grading is different from the application for daily communication. Issue 4: "I'm a single parent with kids in online schools and I need a service to help with them while I am work. Someone who can do school work with them. Ages 7 and 5."

Issue 1 Title: Helpful tips for transitioning Fort Hood Families

Scope: Transitioning Families struggle to adjust to life in a new community. A contributing factor is the lack of knowledge on how to access available resources. The resources benefiting individual military Families vary, depending on their needs.

Recommendation: Soldiers and their Family members have the opportunity and are encouraged to attend the Commanding General's Newcomers briefing, which is offered every Wednesday. In-processing Soldiers are required to visit the CYS School Liaison Office, allowing them to obtain information on local school districts and the enrollment process. Many school districts provide transitional support programs for incoming military students. Previous working groups created the Student Success Parent Resources Flowchart and Information Paper, with valuable consolidated information to assist transitioning Families. This information can be found at: hood.armymwr.com/programs/school-liaison-officer.

Issue 2 Title: Military Family Life Counselors (MFLC)

Scope: Parents are unaware of whether or not their children's campus has a Military Family Life Counselors (MFLC). Many parents do not understand the role of the MFLCs. The MFLCs are important and beneficial to military Families.

Recommendation: MFLC Program Manager has distributed brochures with a contact number to campus staff. Invite MFLC Supervisor to district staff/leadership meetings to share information. Parents can obtain the MFLC contact information from the school counselor, front office or the CYS School Liaison Office. MFLC Supervisor will provide a listing of schools with MFLC services and a general contact number for those without embedded services.

Issue 3 Title: District application confusion

Scope: Parent is confused regarding the different applications for the schools/districts. This is regarding communication about their student's, grades, etc. Parent involvement is important to the academic success of their students.

Recommendation: Ask each school district to create a resource sheet listing all apps, programs, and resources with a description for the district and each campus. Due to the ever changing technology, periodic updates will be ongoing. Basic parent communication apps are recommended to be posted on the individual School Districts' websites.

Issue 4 Title: Single Soldier with elementary school age children in online school

Scope: Single parent Soldier has two children enrolled in online school, and needs at home supervision for care and online school assistance. The children are ages 5 and 7 and split six months between parents. It affects the Soldier's mission because the children are too young to be home alone and the Soldier cannot be.

Recommendation: Consider enrolling the children in private or public school, or hiring a nanny to be with children during the day if they are to remain enrolled in online school. There are before and after school programs through Child & Youth Services to support the Soldier's schedule. These programs provide homework assistance and ensure that children are safe and supervised.

(3) **Higher Education:** Mr. Skip Blancett shared the group's issues.

Issue 1: Soldiers would like college classes offered at the Soldier Development Center during the duty day. Issue 2: Soldiers would like more college representation on-post.

Issue 1 Title: College classes at the Education Center

Scope: The Education Center does not offer college classes during the duty day, evenings or weekends. This does not allow the flexibility and convenience for Soldiers to take classes. It negatively affects the military community in which the lack of access could dissuade Soldiers from pursuing their Higher Education.

Recommendation: The Education Center should be the primary source of accessible college classes. Restore the purposes for which it was originally intended by offering college classes at the Education Center.

Issue 2 Title: Educational Institution representation on-post

Scope: There is a lack of college choices for the military community on Fort Hood. Soldiers are limited to choices, degree options, financial options, personal time options, delivery options, and face-to-face options. The Soldier's educational goals become stagnate.

Recommendation: Provide more options that speak to the varied needs of the installation. After appropriate vetting, establish new Memorandums of Understanding (MOUs) with a wider variety of Educational Institutions.

Mr. Blancett shared that a plan is in the works to bring more colleges to post and to hold classes in the Soldier Development Center. Central Texas College is another great resource for Soldiers and Family members, as the college provides day and night courses.

d. Impact Aid: Ms. Megan Bradley shared information regarding Impact Aid. Federal Impact Aid is designed to assist local school districts that have lost property tax revenue due to the presence of tax-exempt federal property, or that have experienced increased expenditures due to the enrollment of military-connected children. Congress first passed Impact Aid into Law in 1950. Districts receive funding based on property being taken off the tax rolls due to federal activity and increased number of students due

to federal activity. Districts are eligible by the minimum percentage or number of students and must qualify annually. The student Impact Aid Survey determines the number of federally connected students enrolled in surrounding school districts. Funding is paid directly to the districts and can be used how the district deems fit. Ms. Bradley stated a Memorandum of Agreement has been established between Fort Hood and KISD to allow the CYS School Liaison Office to verify if the student is military connected, if the student does not turn in the form. She further stated an electronic tracking system is forthcoming.

e. Adopt-A-School (AAS): Ms. Angelica Salinas stated that the AAS program can be a valuable tool to assist local districts with tutoring and assist teachers in improving literacy rates. The AAS program can also contribute in reducing the drop-out rate by providing Soldiers as mentors for students. She encouraged units and schools to foster and embrace the partnership as it contributes to the success of students. FISD and Fort Hood's Operational Test Command shared their experience with the AAS Program. CPT Daniel Jernigan stated that the commitment from FISD has been amazing. He shared that making AAS a success in the schools takes three things: buy in from leaders, knowing Soldiers and how to use them, having strategic leader meetings on a regular basis to gauge where Soldiers support is needed. On Make a Difference Day, about 60 volunteers supported the effort by helping with the elementary school playgrounds and working on the football field. Mr. Paul Michalewicz encouraged everyone to utilize their AAS units and stated he truly appreciates the partnership they have with Operational Test Command (OTC).

f. FRIENDS: Ms. Angelica Salinas shared that the FRIENDS initiative provides leadership and mentorship to 9-12th graders. The goal of FRIENDS is to empower youth in the communities and encourage them to make positive life choices and maximize their potential. Two students from SISD shared their experience with FRIENDS. The students stated that it was great to meet and build friendships with students from other districts. These friendships would not have been possible without the FRIENDS program. The FRIENDS initiative has provided leadership skills and hands on training for a variety of students. The students were grateful for the experience and look forward to future events.

g. Awards and Recognition: MG. Thomson presented the Operation Test Command with a coin for their commitment to FISD and the AAS program. Christine Luciano was presented with a coin for exemplifying dedication and professionalism in supporting the Department of Public Works partnership with Child & Youth Services. LTC (Ret) Garry McNiesh received a Certificate of Appreciation (COA), for his willingness to go above and beyond for the AAS JROTC Skills Meet and his continued support of the program. Dr. Michael Novotny and Dr. Chane Rascoe received COAs for their enthusiastic participation, selfless contribution of their time and diligent commitment to their

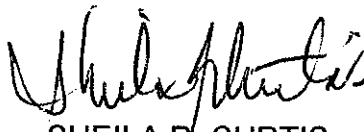
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partnership with Fort Hood. 3d Weather Squadron and 11th Air Support Operations Squadron received COAs for their service and contributions to the AAS program.

4. Closing Remarks: MG Thomson closed the meeting by stating, "It is our duty as leaders to provide the information shared today to Soldiers and Family members, as it contributes to the holistic beliefs of the Phantom Corps Vision. It is only through your continued involvement with your own children that you can ensure they are academically successful and prepared to become strong leaders for our future. I thank each of you for attending today. We are Phantom Ready and Phantom Strong."

5. Minutes prepared by Liz McIntire, CYS Parent & Outreach Services Administrative Assistant.

A handwritten signature in black ink, appearing to read 'Sheila R. Curtis', is positioned above the printed name.

SHEILA R. CURTIS

Chief

Child & Youth Services