

MEMORANDUM FOR RECORD

SUBJECT: Installation Child, Youth & School Services (CYSS) Schools Council Meeting Minutes, 13 August 2015

1. Schools Council Meeting convened at 1000, Co-Chaired by COL Todd Fox, Garrison Commander, and Mr. Nicholas R. Johnsen, Director of DFMWR, at The Community Events Center, Fort Hood, Texas.

2. Attendees:

COL Fox, Todd	Garrison Commander
Johnsen, Nicholas R.	Director of DFMWR
Westbrook, Lorenzo	Deputy Director of DFMWR
Curtis, Sheila R.	Chief, Child Youth and School Services
MacFarland, Lynda	Senior Spouse
Fox, Cathy	Senior Spouse
Perry-Smith, Lisa	Lead School Liaison Officer
Hall, Christine	School Liaison Officer
Davenport, Liz	School Liaison Officer
Stewart, Desmontes	Dep. Superintendent, Killeen ISD
Miller, Diana	Asst. Superintendent, Killeen ISD
Brandon, Merl	Asst. Superintendent, Belton ISD
Kirkpatrick, Richard	Dep. Superintendent, Copperas Cove ISD
Moger, Scott	Asst. Superintendent, Temple ISD
Otterson, Raymond	Asst. Principal, Lampasas ISD
Novotny, Michael	Superintendent, Salado ISD
Martinez, Regina	Administrator, Parent & Outreach Services
Bleakly-Sias, Kimberley	Administrator, Child Development Services
Hill, Ashley	Administrator, Youth and School Age Care
Glennon, Judy	Military Child Education Coalition (MCEC)
Market, Karen	Parent
1 <sup>st</sup> Medical Brigade	Representative
2 <sup>nd</sup> Battallion, 7 <sup>th</sup> Cavalry Regiment	Representative
3 <sup>rd</sup> Armored Brigade Combat Team	Representative (2 service members)
3 <sup>rd</sup> Brigade Combat Team	Representative (2 service members)
3 <sup>rd</sup> Engineer Battalion	Representative
20 <sup>th</sup> Engineer Battalion	Representative
36 <sup>th</sup> Engineer Brigade	Representative (2 service members)
43 <sup>rd</sup> Medical Detachment	Representative
44 <sup>th</sup> Air Defense Artillery	Representative (5 service members)
49 <sup>th</sup> Transportation Battalion	Representative (2 service members)
61 <sup>st</sup> Multifunctional Medical Battalion	Representative

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62 <sup>nd</sup> Engineer Battalion	Representative (4 service members)
82 <sup>nd</sup> Field Artillery Regiment	Representatives (6 service members)
89 <sup>th</sup> Military Police Brigade	Representative
583 <sup>rd</sup> Medical Logistics Company	Representative (2 service members)
581 <sup>st</sup> Area Support Med Co Brigade	Representative (2 service members)
B Company, Warrior Transition Battalion	Representative
Operational Test Command	Representative

3. The meeting progressed as follows:

a. **Welcome and Statements of Purpose.** Mr. Johnsen welcomed and thanked the Schools Council members for attending the first meeting of the school year. After a brief administrative announcement, he introduced COL Fox, Garrison Commander.

b. COL Fox stated the Schools Council Meeting (SCM) is a collaborative forum for addressing issues and concerns along with positive experiences among Military Families. COL Fox identified the School Liaison Officers (SLOs) as the primary point of contact (POC) for school-related issues. He noted that forum should be used as a place for conversation among our partners in education.

c. Mrs. MacFarland also welcomed the attendees and inquired as to whether or not the brigade representatives were parents, noting the importance of their role as stakeholder members in the Schools Council meeting. Mrs. MacFarland acknowledged the SLOs as the POC in school-related issues. She stated that quality of life is very important to LTG Sean MacFarland, III Corps Commanding General, and improving quality of life is the point of the forum.

d. **Overview of the mission, purpose and goal of the Schools Council Meeting (SCM).** Mr. Johnsen noted the room layout is not conducive for the intent of the meeting to provide an ease to the flow of discussion. He mentioned the next SCM will be in a larger room with a more inclusive layout.

e. Mr. Johnsen mentioned that Fort Hood has successfully assisted Killeen ISD teachers and staff in acquiring gate access due to the changes for installation access. He encouraged members to use the forum to address concerns. Mr. Johnsen introduced the SLOs as the main point of contact between the school districts and the installation.

f. Assigned SLOs for districts are as follows:

(1) Ms. Lisa Perry-Smith is the POC for Killeen ISD and Lead SLO.

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(2) Ms. Christine Hall is the POC for Copperas Cove ISD, Belton ISD, and Temple ISD.

(3) Ms. Elizabeth Davenport is the POC for Salado ISD, Lampasas ISD, Gatesville ISD, and Florence ISD.

(4) Mr. Johnsen advised that service members and their Families not wait until a SCM to raise a particular issue; they can coordinate with their respective SLO to resolve issues as they arise. Military Child Education Coalition (MCEC) partners also work with the schools to resolve issues. Mr. Johnsen requested that specific individual issues be addressed with the school district or with the SLOs directly but overarching issues can be addressed at the SCM. He noted an example of this type of issue on the agenda today to be discussed; students with special needs having to wait until open registration. This issue is currently being worked by several school districts, as well as issues with transportation. Mr. Johnsen stated the SCM will mirror the process of Army Family Action Plan (AFAP) by tracking every issue, then taking those issues to subject matter experts to be addressed. Minutes from the meetings will be posted on the School Liaison Office website.

g. Issues not resolved in the SCM will be forwarded to the Partners in Education Process Action Team (PIE PAT) to be addressed by senior leadership and school administration.

h. Mr. Johnson addressed Impact Aid Forms as an issue for school districts, stating that the SLOs assist districts with verification through Source Checking.

i. **School Districts Update:**

(1) **Belton Independent School District (BISD) Update.** Mr. Merl Brandon addressed the school boundaries of Belton ISD which include Temple, Belton, and Morgan's Point, with an approximate student population of 10,500 and growing at a rate of 3-4% per year. The military-connected student population has grown from 5% to 8.3% in the last 4 years. He noted BISD is constantly reviewing ways to better serve military-connected students. Mr. Brandon mentioned the Student to Student (S2S) program is growing in high school and middle school and the district is looking to have S2S in all campuses soon.

(2) **Temple Independent School District (TISD) Update.** Dr. Scott Moger noted that there are approximately 8,600 students in Temple ISD (TISD) with relatively flat growth with approximately 3% military-connected students. He commented that TISD is

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ranked fourth in the state in football and has achieved 6 of the 7 possible academic distinctions for the Texas Education Agency (TEA). Dr. Moger mentioned that there are over 30 career and technical programs at TISD and the strong corporate partnerships give industry-level certifications to students and create potential future Soldiers. Dr. Moger commended Ms. Christine Hall, SLO, and Dr. Mary Keller, MCEC, for their support of military-connected students at TISD. The Adopt-a-School program has been well received and is successful in TISD.

(3) Salado Independent School District (SISD). Dr. Michael Novotny stated Salado ISD is relatively small with 1,656 students, and although they not have a championship football team, they are academically very strong with 9 University Interscholastic League (UIL) state championships (only one other high school has achieved that honor), and 3 Lone Star Cups (one of only twelve schools in Texas with that achievement). Solado ISD also excelled in the UIL film-making competitions; two years ago SISD was the state champion and last year SISD was a finalist. Salado ISD offers 3 year old Pre-K program as a half-day option free to those who qualify. Salado ISD does not charge a tuition for out of district transfer. Adopt-a-School and S2S programs are working programs in Salado.

(4) Lampasas Independent School District (LISD). Mr. Raymond Otterson stated LISD has 3,500 students, with about 200 military-connected students. Lampasas LISD is anticipating student growth due the recent expansion and construction occurring in the area, although there are currently only about 7,000 residents. He noted education is taken very seriously in the district. The Adopt-A-School program is very successful in Lampasas ISD. Mr. Otterson mentioned LISD won the UIL film-making competition last year and is very strong academically. He noted LISD still offers the Future Farmers of America (FFA) program. He stated several organizations, such as the Rotary Club, hosted programs to help military Families integrate into the community.

(5) Killeen Independent School District (KISD). Dr. Desmontes Stewart thanked COL Fox and Mrs. MacFarland for hosting this event, as he is new to the district. He mentioned the Texas Bioscience Institute (TBI) program and stated that 67 students participated the inaugural white coat ceremony, which is a two year dual credit program through a partnership with Temple Junior College. The program allows students to receive training in the medical field through the Science, Technology, Engineer and Mathematics (STEM) program while still in high school. He noted KISD was recently awarded three grants: \$1.8 million for transition consultants for middle school students; \$1 million to aid special education classes in reading and writing; and \$1.5 million towards the Learning Management System to allow for more content to be available online. Dr. Stewart spoke about the Early College High School (ECHS) roll out for the 2015-16 school year in partnership with Central Texas College, with 150 freshmen

being accepted into the dual credit program. Students will be in a designated building on CTC's campus for the high school classes, but electives will be taken with other college students. This program allows students the opportunity to earn a four year degree after leaving high school for less than \$17,000. Killeen ISD's expected student population for the 2015-16 school is approximately 43,000. The district is considering a new middle school campus in the coming year.

(6) Copperas Cove Independent School District (CCISD). Mr. Richard Kirkpatrick stated that Copperas Cove ISD has been complacent for the last few years but is now raising standards to be career and college readiness oriented. He elaborated on his experience working with military-connected students. Mr. Kirkpatrick noted CCISD is offering an increasing number of dual-credit classes (three more were added this year) and many opportunities are available for students to receive college credit. The Mae Stevens Early Learning Academy is the half-day Pre-K program that was opened last year for 3 and 4 year-olds. He noted that transportation is available to and from home or to and from any of the daycares in CCISD. Being military is an automatic qualifier and CCISD does accept out of district transfers. He asked if KISD offers a 3 year-olds Pre K program, and Ms. Miller confirmed that KISD does offer a 3 year-old Pre K program for Families living on the installation. Mr. Kirkpatrick reiterated that those with 3 year-olds are welcome to transfer to CCISD. He noted the districts accepts many district transfers, with one of their elementary schools having more than 130 out-of-district transfers.

j. School Liaison Office Update: Mr. Johnsen asked the SLOs to give updates on some current and ongoing programs and projects.

(1) Ms. Perry-Smith discussed the Fort Hood Region Initiating Educational Networks and Developing Support Systems (FRIENDS) initiative, which connects military student leaders with the community to assist with developing student-centered solutions aimed at addressing transitional issues, while providing mentorship and leadership development. The programs has 24 chartered members and officers who plan and execute the quarterly meetings. Students from the surrounding ISDs work closely together, forming friendships and bonds through their interactions. Non-military students are also welcome, as many of the friends of military-connected student may not have military affiliation. More than 40 students participated in the last quarterly FRIENDS event with "A Day in the Life of a Soldier" activities. The group has also attended college summits, with the most recent hosting 40 colleges, many of whom were able to speak with the students one-on-one. The next college summit is scheduled for September 2015.

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**Mrs. MacFarland:** *How do Families get more information about the FRIENDS events and who is the POC?*

**Ms. Perry-Smith:** *The SLOs are the POC, and information is posted on Facebook. Ms. Perry-Smith also requested all attendees at the SCM to "like" on the Hood CYSS Facebook page so they can stay informed of events that are happening with CYSS and the SLOs.*

**Mrs. MacFarland:** *Is this for high school students only or are middle schools students able to participate as well?*

**Ms. Perry-Smith:** *It is currently for only high school students, however ambassadors are now teaming up with middle school students to mentor and prepare them for high school.*

(2) Ms. Christine Hall discussed the Adopt-A-School program, stating there are now 110 schools adopted. The realignment with the unit schools and communities is underway, which allows for continuity with the community, schools and units. There are quarterly Adopt-A-School trainings held, which allow for collaboration between POCs. Ms. Hall talked about the "Day in the Life of a Soldier" program, which will allow school staff members to participate in activities with their adopted units, allowing them to gain a better understanding of the Soldiers they are supporting. The first event takes place on 14 August 2015 with 2-82 Field Artillery and Meadows Elementary School. The "Day in the Life of a Soldier" program is projected to be expanded this school year. Ms. Hall stated that currently, schools with JROTC programs do not have local drill competitions. School Districts CCISD, TISD, BISD, and KISD will be collaborating to bring back drill competitions to the local area.

**Mr. Johnsen:** *Thanked the schools for their acceptance of the realignment, as he understands that there were some concerns, but he truly feels that the realignment is better for the Soldiers and the community. He advised that the realignment breakdowns are available to any school district that may need that information. He assured the school districts that they will still have great Soldiers in their schools.*

**COL Fox:** *Asked if there were any Adopt-A-School Representatives present. Many Soldiers raised their hands. Mrs. MacFarland thanked them and the audience applauded.*

(3) Ms. Elizabeth Davenport stated there is a lot of work being done for home school students, including coordination with the different coalitions and field trips. The SLOs are also working on a parent advisory council to pool ideas on what services are

needed to better support home school families in the Fort Hood area. Ms. Davenport talked about Family Transition Forms, which were created by the Fort Hood SLOs to ease the stress of transition as Families move from one area to another. Families complete the form, indicating ages and grades of the children that will be transitioning, and the SLOs will email the form to the gaining installation SLO so that they can be aware of any education requirements, provide incoming Families with school information and assist with any special education needs. This allows for a warm hand off and peace of mind for Families.

k. **Community Input Update**. Mr. Johnsen presented the issues and concerns submitted from the community and resolutions addressed by SLOs.

(1) **Enrollment process for special education students during the summer and incoming students with Individual Education Plans (IEP)**. Ms. Hall advised that there are two main resources for parents of student with special needs: Individuals with Disabilities Education Act (IDEA), the guide which all ISDs must follow in their special needs process, and the guide to Admission, Review, Dismissal (ARD), which is the meeting wherein the school reviews what accommodations are needed to plan out the 504 or IEP. Ms. Hall discussed the timeline to evaluate students and schedule and ARD meeting to determine adequate programs and services for students. Ms. Hall recommended that parents of students with special needs children utilize the Exceptional Family Member Program (EFMP) and their SLOs to provide them with helpful resources to empower them to advocate for their students. The school districts also have links on their websites that parents can use to research.

**Mr. Johnsen** suggested that sponsors of incoming Soldiers with students with special needs should link the information from the Schools Council Meetings to those incoming Families. Although, the SCM may not provide this same information at each meeting, the information can be captured and provided when needed. Mr. Johnsen also emphasized that parents should not wait until the next SCM to bring up issues; these can be taken up immediately with the SLOs, who can coordinate solutions without having to wait.

**Parent:** *Concerned with open enrollment timeline. She stated that it is great to know there is a process in place, but what should be done when the process isn't being followed by the ISD? She stated that she has been told by the ISD to wait for open registration in order to register her child, even though that will not allow for enough time*

*for the proper accommodations to be provided for the child before the first day of school.*

**Mr. Johnsen:** *This is a great issue and the school districts have been asked to provide a solution. He advised that the school district will provide an individual response to her concerns.*

**(2) Districts Open Enrollment timeline and transfer requests. Ms.**

Davenport noted that although there is an open enrollment timeline, school staff are available during the summer to address registration inquiries. Families are encouraged to contact the SLOs for resources and information regarding school related matters. Each school district has policies and procedures regarding transfers. The SLOs can provide information regarding these procedures and tuition cost, if applicable.

**Mr. Johnson:** *Explained that the reason there is a fee is because those living in the district pay school taxes; those transferring from outside the district do not and a transfer fee helps offset the cost of the student's educational expenses. Solders living on post do not have to pay school taxes. Districts receive Impact Aid allotment to offset taxes not collected. The SLOs assist school districts with source check to verify service members who do not complete the Impact Aid forms and return them to the school.*

**Dr. Novotny:** *Noted that Salado ISD does not charge an out of district fee; however, like all districts, they review attendance and behavior when considering a transfer request.*

**Mr. Johnson:** *Stated that most districts do not provide transportation for transfer students.*

**(3) 3 Year-Old Pre-K for Families living off post.**

Ms. Perry-Smith discussed the 3 year-old Pre-K program and the eligibility requirements for the on post program. The program is not state mandated; however, it has a great educational benefit for students during in early childhood. Pre-K is now trending to 3 year-olds, not just 4 year-olds. Some school districts offer 3 year-old programs as half day programs and other districts offers full day programs. Children can also attend the Strong Beginnings program with CYSS for children 3-5 years old.

**Mrs. MacFarland:** *Stated that attendance requirements are the same for Pre-K as they are for mandated grade levels. If parents do enroll in Pre-K, they must abide by the regular attendance rules; it is not an as-needed daycare.*

**Ms. Perry-Smith:** *Elaborated that Pre-K programs are not daycare and TEA rules apply for attendance and tardiness, including 3 year-old Pre-K. Not all children are*



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*ready for Pre-K at 3 years of age and this is something parents should consider prior to enrolling them in the program.*

**Mr. Brandon:** *Stated that Belton's Pre-K program had the lowest attendance of any other program. Teachers are hired to cover these spaces and Belton ISD lost \$200,000 in revenue due to Pre-K attendance, which is the equivalent of four teachers.*

**Parent:** *Is there coordination of transportation with CYSS? (In reference to Pre-K)*

**Mr. Kirkpatrick:** *Killeen Independent School District (KIISD) and CYSS service all on-post schools so transportation is not a problem.*

**COL Fox:** *Requested that everyone work to get information out to the units about the 3 year-old Pre-K and 4 year-old Pre-K programs.*

**(4) Early College High School (ECHS).** Ms. Perry-Smith elaborated on ECHS, adding that middle-college school programs are also available with the Texas Bioscience Institute. Ms. Perry-Smith noted that there is a timeline and application cut-off date for these programs. The ECHS applications are completed during the spring by current 8<sup>th</sup> grade students. The KISD received more than 400 applications for the 50 available spaces for the freshman cohort. Families coming to the district after the cut-off date may still apply, and other dual-credit courses are still available at the student's home campus. Regarding course offerings, districts may list a course in the course catalog; however, it may not always be available at every school campus or every school year. Many of the teachers in the school districts are military-connected and as they transition out of the district, course offerings will change. Courses require qualified and certified teachers. SLOs can provide information on course offerings and courses not offered maybe available online or with Region 12.

**Dr. Stewart:** *Added that KISD ECHS will grow each year by 150 students for each cohort with a projected total of 600 students after 4 years. Students applying after the deadline are placed on a waitlist.*

**Parent:** *Does the waitlist rollover?*

**Ms. Miller:** *The waitlist progresses with the cohort and runs on a lottery, not sequentially.*

**Mr. Johnsen:** *Maturity is an issue to consider in ECHS as it is a college environment.*

**Ms. Miller:** *The ECHS is not for every student; extracurricular activities, i.e. sports, band, etc., are not offered as the program is purely academic. There is built-in course work to help with adjusting to a college environment. Also, not all ECHS programs are the same, as some ECHS are offered on a regular high school campus where students*

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*can participate in extra-curricular activities; however, the KISD ECHS is hosted on CTC campus.*

**Dr. Stewart:** *All ECHS students must follow college rules as after one year they begin to integrate with other college student as they take other courses. During the first year, students will only integrate for their Physical Education (PE) course.*

*(Mrs. MacFarland exits with farewell.)*

**Parent:** *If a student is removed from the waitlist, what is the process?*

**Ms. Miller:** *The student can always reapply.*

4. Closing Remarks. Mr. Johnsen requested that attending service members poll their units for issues. COL Fox requested feedback from the attendees and asked information be disseminated to the Families during unit meetings, on unit Facebook pages, etc. COL Fox also asked units to notify SLOs on how the information is getting disseminated. Mr. Johnsen noted that minutes from the meeting will be posted on the SLO website on 21 August 2015.

5. Adjournment. The meeting adjourned at 1130. The next Schools Council Meeting will take place 08 December 2015 from 1000-1200 at the Community Events Center.

6. Point Of Contact is Lisa Perry-Smith, School Liaison Officer, (254) 553-3341, or naomi.l.perrysmith.naf@mail.mil.



SHEILA R. CURTIS

Chief

Child, Youth & School Services