

The Walter H. Crowley School of  
Leadership at I.S. 5

SEPTEMBER 2025-2026

PARENT ASSOCIATION  
ELECTIONS FOR THE SCHOOL  
LEADERSHIP TEAM (SLT)



**Parent  
Association**

The Walter H. Crowley School of Leadership at I.S. 5

# AGENDA

**Date:** September 29, 2025

**Start Time:** 4:45 pm

Elections for School Leadership Team (SLT)



## **SCHOOL AND LEADERSHIP TEAMS**

### **Regulation of the Chancellor a-665**

#### **SUMMARY OF CHANGES**

This regulation supersedes Chancellor's Regulation A-655 dated December 3, 2007.

#### Changes:

- The SLT is responsible for developing the school's Comprehensive Educational Plan (CEP) and ensuring that it is aligned with the school-based budget. (Section II.A.1)
- SLTs must use a consensus-based decision-making process as their primary means of decision-making. (Section VIII.)
- The principal is responsible for developing the school-based budget, after consulting with the SLT, and ensuring that it is aligned with the CEP. (Section II.A.2.)
- To ensure the alignment of the CEP and the school-based budget, any member of the SLT may request (on behalf of the SLT) the Galaxy Table of Organization Report up to two times per semester and, in response, the principal shall provide this report within 5 school days. In addition, any member may obtain from the DOE website the Galaxy Budget Allocations, which are posted when allocations are issued for the new fiscal year, and the Galaxy Table of Organization Summary Reports, which are posted at the beginning of each academic year. (Section II.A.3.)
- The principal determines that the school-based budget is aligned with the CEP and sends a written justification to the superintendent. (Section II.A.5.)

- SLT members, other than the principal, may provide a written response to the justification within 10 school days if they reach a consensus that they disagree with the principal's justification that the school-based budget is aligned with the CEP, and that the principal's proposed budget is inconsistent with the goals and policies set forth in the CEP. The superintendent must then make a determination. (Section II.A.6.)
- SLT members, other than the principal, may dispute any decision made by the principal where members of the SLT (other than the principal) reach a consensus that the decision is inconsistent with the goals and policies set forth in the school's existing CEP, by submitting a written objection to the community or high school superintendent. The superintendent shall provide a written response to the SLT and the principal within 10 school days of receiving the initial complaint, which response shall include the information reviewed and the basis of the superintendent's decision regarding the dispute. (Section II.A.8.)
- If the SLT cannot reach agreement on the CEP, it should seek assistance from the District Leadership Team (DLT), and if that is not successful, then the community or high school superintendent. The community or high school superintendent shall try to facilitate consensus among the SLT. If no agreement can be reached following this assistance, then the superintendent makes the final determination on the CEP. However, the superintendent makes the determination only as a last resort, if all of the aforementioned methods of facilitating consensus among the members of the SLT have failed. (Section II.A.4; Section VIII.)
- Support is provided to SLTs and DLTs by parent engagement staff or superintendents. (Section VI; Section VIII.) The final CEP and the school-based budget shall be posted on the DOE's or the school's official website and a copy shall be provided to each SLT member upon request at the school. (Section II.A.9.)
- SLT meetings, which must take place at least once a month during the school year, must take place on school or DOE premises. (Section VII.)
- Notice of SLT meetings must be provided in a form consistent with the open meetings law. (Section VII.)

- The SLT must be consulted prior to the appointment of a principal or assistant principal candidate to the school. (Section X.A.)
- The SLT shall provide to the superintendent an annual assessment of the principal's record of developing an effective shared decision-making relationship with SLT members. (Section II.B.2)
- Parent members of the CEC (and in an election year, candidates for the CEC) may serve as parent members of an SLT in the school their child attends. (Section III.C.b(i).)
- The SLT may amend its by-laws, if necessary. (Section IV.B.)
- The superintendent will consult with the SLT regarding any school restructuring plans. The SLT shall participate in the joint public hearing regarding proposals to close a school or make significant changes in school utilization. (Section X.B.)
- The DLT develops the District Comprehensive Educational Plan (DCEP), which includes annual goals and objectives for the district aligned with the Chancellor's goals. (Page 5, Section V.A.)
- The Central Plan for school-based planning and shared decision making incorporates the individual district 100.11 plans adopted by the DLTs as well as the procedures set forth in this Regulation. The Office of School Improvement is responsible for maintaining copies of each district's plan and for compiling them into the Central Plan. (Section V.A.)
- A citywide high school subcommittee will be formed to meet on a monthly basis to review relevant data and identify issues impacting student performance at the high school level and will report on a monthly basis to the DLTs. (Section V.C.)
- Each SLT must provide a list of its members and a copy of its current by-laws to the DLT annually, by October 31. (Section XII.)

- Each DLT must provide a list of all SLT member names from the schools in the district and a list of its own members and by-laws to the Chief Family Engagement Officer annually, by November 15. (Section XII.)
- Parents may file grievances regarding the election of parents to serve on the SLT in the school their child attends within 7 school days of the election. (Section XIV.A and B.)
- Parents may appeal grievance decisions to the Chancellor (c/o The Office of Legal Services) within 10 days of receipt of the superintendent's decision. (Section XIV.C.)

At this moment we have 5 open spots for SLT

Now, candidates are welcome to speak/present about their vision for working with our school community.

Please complete the ballot for each of the PA offices.

Please submit your completed ballot, await the count and announcement of our PA!

## **Why are we here?**

All Title I schools are required to hold an annual meeting for Title I parents for the purpose of informing you of:

- Our school's Title I Schoolwide Program (Title I SWP) as described in our Comprehensive Educational Plan (CEP)
- The requirements of Title I, Part A
- Characteristics of a Title I Schoolwide Program
- Strategies/plan for involving and engaging parents and family members as described in our Parent and Family Engagement Policy
- how school-level Title I set-aside funds are used
- how parents and families can be informed and involved (Parents' Right to Know)

## What is Title I?

- Title I is the largest federal aid program that provides financial assistance to districts and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.
- The Elementary and Education Act (ESEA) was first enacted in 1965, and was most recently reauthorized by Congress as the Every Student Succeeds Act (ESSA) and signed into law by President Obama in December 2015.
- ESSA replaces No Child Left Behind (NCLB), which was the previous reauthorization of the ESEA.
- ESSA gives more flexibility and empowers New York State to define the educational standards for districts and schools.
- While key components of Title I are maintained under ESSA, there are some changes to program and accountability requirements.

## **What Is The Goal of Title I?**

The goal of Title I is to ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments.

Simply stated, Title I is all about improving student achievement!

## **Key Components of Title I**

- Closing Student Achievement Gaps
- Schoolwide Planning, Communication, and Implementation
- High-quality, Standards Based Curriculum and Instruction
- High-quality Teacher Preparation and Training
- Meaningful Parent and Family Engagement
- Accountability for Student Outcomes
- Coordination of Re

### **What is a Title I Schoolwide Program?**

A Title I Schoolwide Program (SWP) addresses the educational needs of all students with comprehensive strategies for improving the whole school so that every student achieves high levels of academic proficiency.

SWP can improve academic achievement throughout a school so that all students, particularly the lowest-achieving students, demonstrate proficiency related to the state's academic content standards.

SWP builds on schoolwide reform strategies, rather than separate, add-on services.

### **Parent and Family Engagement Policy**

These policies must address what schools and districts will do to implement Title I parent and family engagement requirements, including:

- how the district will communicate its expectations and implement the parent and family engagement requirements of Title I, Part A, with the support of schools within the district;

- must be jointly developed and agreed upon by Title I parents and the school community (through the School Leadership Team process);
- how schools will involve parents as partners in their children's education and support parents to help all students meet high academic standards;
- how information, materials and training will be provided to parents and family members to support their children and monitor their progress;
- how the school and district will build capacity for strong parental and family engagement;
- how the school and district policies, with the meaningful engagement of parents and family members, will be evaluated every year
- must be in alignment with the school's Comprehensive Education Plan (CEP) goals and action plan;
- must be translated into the dominant languages spoken by parents and families in the school and distributed to all Title I Parents

## **School-Parent Compact(SPC)**

The School-Parent Compact(SPC) is a component of the Parent and Family Engagement Policy and serves as the written, joint commitment between the school staff,families, and students to share in the responsibility for improving student academic achievement:

- The SPC is part of the school's written parental involvement policy developed by the school and parents
- The SPC must outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve high standards.
- The School-Parent Compact must be translated in the dominant languages spoken by parents in the school and distributed to all Title I parents in the school.

## **Title I 1% Set-aside Funds**

A minimum of 1% of a school's allocation of Title I, Part A funds must support parent involvement activities and programs. Title I schools and parents students served in the Title I program must jointly agree upon the use of the set-aside funds. Chancellor's Regulation A-655 requires School Leadership Teamstoconsultwith Title I parent representatives regarding the Title I program and the use of these funds.

- The minimum 1% set-aside for our school
- Title I Schools must provide activities for parents and family members that help improve student achievement: o included in the school's parent and family engagement policy o aligned with student achievement goals as outlined in the school's CEP

## **Parents' Right To Know**

Title I parents have a right to receive timely information about:

- The achievement level of their child (e.g., report cards, parent teacher conferences)
- Opportunities For regular meetings during the school year to allow parents/guardians to learn more about the school's Title I program(e.g., Title I meetings)
- School and parent programs in a format and, where practicable, in a language the parents/guardians can understand (translation and interpretation needs should be communicated prior meetings or events)
- School(and district) improvement identification (if applicable) and availability of options for eligible students such as: Expanded learning time or after school tutoring Support For parent involvement activities, as requested by parents/guardians
- How To file a written complaint regarding the administration of the Title I program



At this time, candidates are welcome to speak/present about their vision for working with our school community.

Please complete the ballot for each of the PA offices.

Please submit your completed ballot, await the count and announcement of our PA!



Welcome and  
Congratulations to our new  
SLT & Title 1 PAC of I.S. 5

The Walter H. Crowley School of  
Leadership at I.S. 5

SEPTEMBER 2025-2026

PARENT ASSOCIATION  
ELECTIONS



**Parent  
Association**

The Walter H. Crowley School of Leadership at I.S. 5

# AGENDA

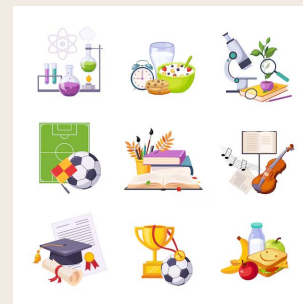
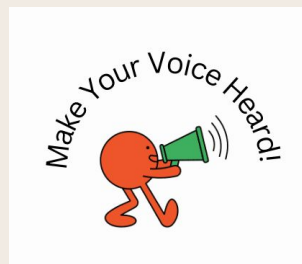
**Date:** September 18, 2025

**Start Time:** 3:00 pm

Elections for a Nominating Committee for Parent  
Association of I.S. 5



*Join the PA*



BUILD NEW STUDENTS  
PROGRAMS

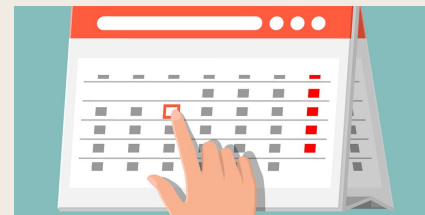
WHY JOIN THE  
Parent  
Association



**Volunteer opportunities**



MAKE OUR SCHOOL BETTER



STAY INFORMED

**Duties of Officers: Term lasts 1 year**

**President:** The duties of the president shall include but are not limited to the following:

- a. preside at all meetings of the Association.
- b. is an ex-officio member of all committees except the nominating committee
- c. appoint association committee chairpersons with the approval of the executive board
- d. encourage meaningful participation in all parent and school activities
- e. provide opportunities for members’ leadership development

- f. delegate responsibilities to members of the Association as needed;
- g. attend all regular meetings of the presidents’ council;
- h. is a mandatory member of the School Leadership Team
- i. meet regularly with the executive board members;
- j. plan the agendas for the general membership meetings;
- k. is one of the eligible signatories on checks, and debit card disbursement forms
- l. may be responsible for DOE issued email account,
- m. assist with the June transfer of Association records, including all pertinent user IDs and passwords, to the incoming executive board.

## Responsabilidades de los funcionarios

**Presidente:** Las responsabilidades del presidente serán, entre otras, las siguientes:

- a. Presidir todas las reuniones de la Asociación.
- b. Ser miembro ex officio de todos los comités, excepto del comité de candidaturas;
- c. Nombrar a los presidentes de los comités de la Asociación con la aprobación de la Junta Directiva.
- d. Fomentar la participación significativa en todas las actividades de la escuela y para los padres;
- e. Propiciar oportunidades para la capacitación de sus miembros en temas de liderazgo;
- f. Delegar responsabilidades en los miembros de la Asociación según sea necesario;

g. Asistir a todas las reuniones programadas del Consejo de Presidentes;

h. Ser miembro(s) obligatorio(s) del Equipo de Liderazgo Escolar (School Leadership Team, SLT)4.

i. reunirse regularmente con los miembros de la Junta Directiva;

j. elaborar la programación de las asambleas generales;

k. ser uno de los funcionarios autorizados para firmar cheques y en los formularios para la solicitud de desembolso por tarjeta de débito

l. responsable de la cuenta de correo electrónico emitida por el DOE

m. apoyar el proceso de entrega de los expedientes de la Asociación en junio, incluyendo los nombres de usuario y contraseñas, a la Junta Directiva entrante.

**Recording Secretary:** The duties of the recording secretary shall include but are not limited to the following:

- a. record the minutes at all Association meetings;
- b. prepare notices, agendas, sign-in sheets and materials for distribution;
- c. prepare and read the minutes at Association meetings;
- d. distribute copies of the minutes for review and approval by the general membership;
- e. maintain the custody of the Association's records on school premises;

f. is responsible for maintaining the DOE issued email account;

g. may be one of the eligible signatories on a checks and disbursement forms;

h. incorporate all amendments into the bylaws, and;

i. ensure that signed copies of the bylaws with the latest amendments are on file in the principal's office,

j. may be responsible for reviewing, maintaining and responding to all correspondence addressed to the Association 5; and,

k. assist with the June transfer of Association records, including all pertinent user IDs and passwords, to the incoming executive board.

**Secretario de actas:** Los deberes del secretario de actas son, entre otros, los siguientes:

a. redactar las actas de todas las reuniones de la Asociación;

b. preparar convocatorias, agendas del día, hojas de inscripción y materiales para distribución;

c. preparar y leer las actas en las reuniones de la Asociación;

d. distribuir ejemplares de las actas para revisión y aprobación por parte de los

miembros generales;

e. conservar los expedientes de la Asociación en las instalaciones de la escuela;

f. responsable de mantener la cuenta de correo electrónico emitida por el DOE;

g. ser uno de los posibles signatarios de los cheques y formularios de solicitud de desembolso;

h. incorporar todas las enmiendas a los estatutos, y;

i. asegurarse de que haya copias firmadas de los estatutos con las últimas enmiendas en los archivos de la oficina del director;

j. podría(n) ser el (los) encargado(s) de revisar, mantener y responder toda la correspondencia dirigida a la Asociación 5; y

k. apoyar el proceso de entrega de los expedientes de la Asociación en junio, incluyendo los nombres de usuario y contraseñas, a la Junta Directiva entrante.

**Treasurer:** The duties of the treasurer shall include but are not limited to the following:

- a. responsible for all financial affairs and funds of the Association;
- b. maintain an updated record of all income and expenditures on school premises;
- c. may be a signatory on checks, and debit card disbursement forms;
- d. may be responsible for setting up online access to the bank account,
- e. adhere to and implement all financial procedures established by the Association;

- f. prepare and present a written report of all transactions at every executive board and general membership meeting (which includes income, refunds, reimbursements and other expenditures, and opening and closing balances for the reporting period);
- g. prepare the Association’s interim and annual financial reports;
- h. make available all books and financial records for viewing by members upon request and for audit;
- i. may have access to the DOE issued email account,
- j. assist with the June transfer of Association records, including all pertinent user IDs and passwords, to the incoming executive board.

**Tesorero:** Las responsabilidades del tesorero serán, entre otras, las siguientes:

- a. ser el responsable de todos los asuntos financieros y de los fondos de la Asociación;
- b. mantener registros actualizados de todos los ingresos y gastos en las instalaciones de la escuela;
- c. posiblemente sea uno de los funcionarios autorizados para firmar cheques y en los formularios para la solicitud de desembolso por tarjeta de débito;
- d. sería responsable de establecer el acceso en línea de la cuenta bancaria,
- e. cumplir y aplicar todos los procedimientos financieros establecidos por la Asociación;

f. redactar y presentar un informe escrito de todas las transacciones en las reuniones de la Junta Directiva y de miembros generales (que incluya ingreso, devoluciones, reembolsos y otros gastos, y saldo inicial y final para el período reportado);

g. preparar los informes financieros anuales y provisionales de la Asociación;

h. poner a disposición de los miembros todos los libros y archivos contables, si así lo solicitan y en caso de una auditoría;

i. tendría acceso a la cuenta de correo electrónico emitida por el DOE,

j. apoyar el proceso de entrega de los expedientes de la Asociación en junio, incluyendo los nombres de usuario y contraseñas, a la Junta Directiva entrante.



At this time, candidates are welcome to speak/present about their vision for working with our school community.

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Welcome and  
Congratulations to our  
new I.S. 5 P.A.!



Before you head to Our Back  
to School Event... 

**Mark your calendars!**

**Annual Title I Meeting and PAC Election:**  
**10/9/25 at 5:30pm**

**October Parent Association Meeting / SLT**  
**Elections:**  
**10/9/25 at 6:15pm**

*We look forward to seeing you there!*

# OFF TO SCHOOL



Have a great I.S. 5 night!

Remember, you are  
following your child's  
**THURSDAY** schedule  
tonight!