

## FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 1

<b>Location:</b>	Zoom
<b>Date:</b>	9/13/2023
<b>Time:</b>	3:30
<b>Attendance:</b>	Heather Martin, Diana Johnston, Mercedes Leon, Kristie Cugini, Heather Barrett, Christy Contreras, Annette Swift, Kim Chaput, Pat Selby, Julie Cox

AGENDA ITEMS	DISCUSSION NOTES	RESPONSIBLE FOR FOLLOW-UP
1 -1. Review District Family Engagement Guideline Documents	1 - Family Engagement Guidelines sent to all staff and parents for review	1 Heather Martin-SCL
2 - 2. Review Family Engagement Team Plan	2 - Leadership Team worked with Mrs. Johnston and staff to come up with the plan and SCL works with parents.	2 - Diana Johnston- Principal
3 - Assign Tasks to Complete Family Engagement Plan	3 - Plan is finished and available to look at in the IAP , section 6.	3 - Diana Johnston-Principal
4 - . Create plan for participation by students, staff (100%), and parents/guardians in family engagement survey	4 - SCL will print copies for distribution or send out QR code. There will also be a computer in the Hallway for parents attending Parent Conferences to fill out.	4 - Heather Martin-SCL
5 - Plan a Curricular Focused Event for Semester 1, and host the event prior to December 22, 2023	5 - Math & Science Night will be November 14th. Families will visit classrooms to take part in fun and informational games and lessons.	5 - Heather Martin-SCL