

## FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 1

<b>Location:</b>	Dodge Library
<b>Date:</b>	26-Sep-24
<b>Time:</b>	4:30PM
<b>Attendance:</b>	Arvayo, Mery, Patterson, Meneguín, McKechnie, Beutel, Reyes, Carmichael, Blain, Borders, Ligon

AGENDA ITEMS	DISCUSSION NOTES	RESPONSIBLE FOR FOLLOW-UP
1. Review District Family Engagement Guideline Documents	Document provided; will email to team	Arvayo
2. Plan a Curricular Focused Event for Semester 1, and host the event prior to December 20, 2024	Ruby Bridges Event, Wednesday, 11/13/24. Mr. Roberts taking lead. NJHS support. Will also provide Carnival Info to families to promote event (our largest fundraiser of the year)	Arvayo, Roberts
3. Parent Teacher Conference Data	Copies of Survey and data disseminated. Discussed ways to improve number of completion for next round of PTCs.	Arvayo
4. Create plan for participation by students, staff (100%), and parents/guardians in family engagement survey	*Plan to send survey to families, no later than October 31, 2024. Can do this through newsletters (family and staff), social media, Parent Link. Paper copies available to team to review. Discussed incentivizing if a certain % of completion is met	Arvayo, Meneguín