

<b>FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 1</b>	
<b>Location:</b>	Library
<b>Date:</b>	Sept. 6th
<b>Time:</b>	4:00pm
<b>Attendance:</b>	Maria Ruiz, Frank Schiavone, Joey Nemeth, Sarah Boring, Mackenzie Garcia, Nicole Nyetrae

<b>AGENDA ITEMS</b>	<b>DISCUSSION NOTES</b>	<b>RESPONSIBLE FOR FOLLOW-UP</b>
Introductions	M. Ruiz introduced herself and principal.	
District Family Engagement Guidelines Documents	Reviewed title one documents, code of conduct, title one funding sources. Reviewed attendance data. Explained that information will be available and given out during conference as well. Due to low meeting attendance.	
Family Engagement Team Tasks	Due to low attendance, the team decided to create additional folders using parent volunteers to give out curriculum, title one, reading strategies and information during conferences.	
Family Engagement Survey	Team agreed to give out survey during parent conferences. Teachers will receive QR codes and there will be a table set up for parents that need computer access.	M. Ruiz
Curricular Focus Event	Winter Literacy Event will be planned out at next meeting.	5 -

Additional Items: Increasing participation of Parents involvement	Team wants to focus on how to have more parent involvement in the Engagement team. Team will ask for recommendations during conferences as well as staff ideas.	6 -
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