

FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 1	
Location:	Room 17
Date:	9/24/24
Time:	3:28pm-3:46pm
Attendance:	Ryan Wilson, Ron Pierce, Angela Klein, Deb Soto, Teresa Martinez Sanchez, Ashley Hunter

AGENDA ITEMS	DISCUSSION NOTES	RESPONSIBLE FOR FOLLOW-UP
1 - Family Engagment Plans (based off last years survey/focus group)	1 - •Make outside resources more available and seen •Encourage Teachers to keep progress report up to date •More frequent notice about upcoming events •More Spanish translation options such as translated flyers and staff member(s) that can be called to the front office when needed	1 - •Angela will help to keep the flyer wall updated •Ryan sends reminders to teachers, when necessary, Online grade books. Ryan has requested teachers to enter at least 2 grades per week. Ashley suggested to show parents how to find the online grade book in Parent Vue. Directions will be provided in the front officed. •Angela will continue to post more frequently on socials and Dojo-PTO should send flyers for events to Angela. •Spanish speaking staff includes Annette Delgado, Norma Badilla, Patricia Ruess, Ahtziri Iniguez
2 - Angela presented F.E. Guidelines to meeting attendees and make them available in her office at all times	2 - Angela presented F.E. Guidelines to meeting attendees and make them available in her office at all times	2 - Angela presented F.E. Guidelines to meeting attendees and make them available in her office at all times

3 - Parent Survey Plans	3 - Family engagement survey will be available ASAP and will be posted on socials, available in the front office, and sent home as a flyer. Conference survey QR codes have been given to teachers, posted on socials, and put up in the front office	3 - Angela is in contact with Tara and Rosa for other surveys
4 - Curricular Focused Events S1	4 - At least one curriculum focused event is required each semester. Event must have a teacher representative from each grade level in attendance to lead topics. One teacher per grade level and games, collaborating with PTO for the event. Deb Soto suggested that food be provided, Angela mentioned that family engagement can fund the food or PTO can fund the food.	4 - Angela is in discussion with PTO about collaborating on these events, Mr Wilson feels that Math is the easier event. Ryan will send out notice and gather teacher participation list.
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