

## FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 1

<b>Location:</b>	Gale Elementary School
<b>Date:</b>	9/15/23
<b>Time:</b>	2:45-3:15pm
<b>Attendance:</b>	Chrissy Van Cleve, Kathy Osollo, April Simmons, Trina Zimmerman, Kim Kahle, Jayleen Bembyr. Additional Attendees: Nicole Villa, Vick Esquer,

AGENDA ITEMS	DISCUSSION NOTES
1 - Review District Family Engagement Guideline Documents	1 - Reviewed and gave all in attendance information and opperutnity to ask questions.
2 - Review Family Engagement Team Plan	2 - Discussion of how Family Engagement is utilized at Gale with focus on Prinicple 6 Goals
3 - Assign Tasks to Complete Family Engagement Plan	3 - Tasks assigned by Kathy Osollo to various staff members to support goals. SCL assigned, F.E. Team support as needed.
4 - Create plan for participation by students, staff (100%), and parents/guardians in family engagement survey	4 - If Available in time, make a station at Trunk or Treat for candy given if parent stops for the survey. Will pass out QR code at dismissal in all locations with Parent Volunteers.
5 -Plan a Curricular Focused Event for Semester 1, and host the event prior to December 22, 2023	5 - Discussed Intervention Night and Library Night. PTC was asked to assist with funds. Intervention Night is 11/7/23 and Library Night will be 10/24/23
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**RESPONSIBLE FOR FOLLOW-UP**

1 - Chrissy Van Cleve/Kathy Osollo

2 - Chrissy Van Cleve/Kathy Osollo

3 - Tasks assigned by Kathy Osollo to various staff members to support goals. SCL assigned, F.E. Team support as needed.

4 - F.E. Team with assistance from Parent Volunteers.

5 - Gale Interventionists, Library Team, and F.E. Team/Volunteers will assist. Chrissy to be Point of Contact as needed.

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**FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 2**

<b>Location:</b>	
<b>Date:</b>	
<b>Time:</b>	
<b>Attendance:</b>	

<b>AGENDA ITEMS</b>	<b>DISCUSSION NOTES</b>
1 -	1 -
2 -	2 -
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**RESPONSIBLE FOR FOLLOW-UP**

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FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 3	
Location:	
Date:	
Time:	
Attendance:	

AGENDA ITEMS	DISCUSSION NOTES
1 -	1 -
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**RESPONSIBLE FOR FOLLOW-UP**

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**FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 4**

<b>Location:</b>	
<b>Date:</b>	
<b>Time:</b>	
<b>Attendance:</b>	

<b>AGENDA ITEMS</b>	<b>DISCUSSION NOTES</b>
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**RESPONSIBLE FOR FOLLOW-UP**

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