

# Family Engagement Team Meeting Minutes

## Marshall Elementary

Date: 8/27/24

Time: 2:00 pm

Location: Room 10

- I. Call meeting to order: 2:00, In Attendance: Garrett Gallagher, Aubrie Ranshaw, Sarah Riebe, Makana Busher, Debbie Gayheart, Emily Suess, Jessica Figueroa, Stephanie Colan, Lara Dates, Robin Gilbert, Meghan Cigrand
- II. Approve minutes of the last meeting: Debbie moved to pass the minutes from our last meeting, Aubrie seconded, all in favor, the motion passed.
- III. Reports
  1. Family Engagement Guideline Documents
    - A. Documents were reviewed and discussed.
  2. Family Engagement Team Plan
    - A. A team plan was discussed and created.
  3. Team Plan Tasks Assigned
    - A. Team tasks were assigned to members.
  4. Create a plan for participation by students, staff (100%), and parents/guardians in family engagement survey
    - A. The team discussed many ways to increase Survey participation. Some of the ideas were: parties for the classes that have at least 100% participation, prizes if the school reaches their goal of at least 95% participation.
  5. Curriculum Focused Events
    - A. After discussion, it was decided that our Family Literacy Game Night will be Tuesday, November 19, from 5:30 – 6:30 and our Family Math Game Night will be Tuesday, March 4, from 5:30 – 6:30.
- IV. Action items: none
- V. Discussion/information items: none
- VI. Call to the audience: none
- VII. Adjournment: 2:15