

FAMILY ENGAGEMENT TEAM MEETING MINUTES - QUARTER 3	
Location:	Doolen Middle School Library
Date:	3/5/2024
Time:	4:30pm
Attendance:	Sarah D'Amico, Natahly Santin, Pak Yang, Carmen Coulter

AGENDA ITEMS	DISCUSSION NOTES	RESPONSIBLE FOR FOLLOW-UP
1 - Analyze Family Engagement Survey and Conference Feedback Survey Results	1 - Areas where parents expressed the most concern: parent teacher conferences and barriers to participating in school events	1 - N/A
2 - Create Critical Questions for Focus Groups based on survey information	2 - What is your preferred format of parent teacher conferences? (i.e. scheduled who team, walk-in, individual teachers, etc.) What are the barriers that prevent you from being involved in school activities such as PTO meetings, volunteering, or parent teacher conferences? What family activities/events would you like to see here at Doolen?	2 - Higher Ground
3 - Schedule Focus Groups	3 - Tentatively scheduled for 3/20	3 - Higher Ground
4 -	4 -	4 -
5 -	5 -	5 -
6 -	6 -	6 -
7 -	7 -	7 -
8 -	8 -	8 -
9 -	9 -	9 -
10 -	10 -	10 -