

## Family Engagement Committee Meeting Minutes

**Date:** November 18, 2024

**Time:** 3:00 PM

**Location:** Secrist Middle School

### Attendees:

Mack, Anderson, Diaz, Holley, Brewster, DiBiasio

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### Agenda:

1. Upcoming Heritage Festival (February)
  2. 4th Quarter SPIN/STEAM Night
  3. Reflections on Veterans Day Assembly
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### 1. Heritage Festival (February)

- **Date and Time:** To be confirmed. Tentatively scheduled for mid-February.
- **Overview:** A celebration of diverse cultures represented in our school community.
- **Key Activities:**
  - Cultural booths hosted by families and community members.
  - Performances showcasing music, dance, and traditions.
  - Food sampling from various cuisines.
  - Art displays created by students.
- **Action Items:**
  - **Outreach:** Committee members will reach out to families and local organizations to secure participants for booths and performances.
  - **Logistics:** Reserve the gym and cafeteria spaces for the event.
  - **Volunteers:** Create a sign-up sheet for setup, cleanup, and event support.
  - **Promotion:** Develop flyers and social media posts to advertise the event.

### Next Steps:

- Confirm the date by January 15.
- Begin family outreach by January 15.
- Schedule follow-up meeting to finalize details in early January.

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## 2. 4th Quarter SPIN/STEAM Night

- **Proposed Theme:** “Innovate and Explore”
- **Overview:**
  - A hands-on evening focusing on science, technology, engineering, arts, and math.
  - Integration of community partners such as local colleges, tech companies, and museums.
  - Students will showcase content area projects projects and engage families in interactive STEAM activities.
- **Key Activities:**
  - Maker stations for building and creating.
  - Live demonstrations and experiments.
  - Student-led project presentations.
- **Action Items:**
  - **Partnerships:** Reach out to local businesses and organizations for sponsorships and activity ideas.
  - **Student Involvement:** Coordinate with teachers to prepare student presentations.
  - **Logistics:** Reserve library and STEM labs for the event.
  - **Promotion:** Use school newsletter and morning announcements to encourage family attendance.

### Next Steps:

- Finalize partnerships by early March.
- Distribute event flyers by late March.
- Host a prep session in early April.

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## 3. Reflections on Veterans Day Assembly

- **Positive Feedback:**
  - The student performances were well-received.
  - The guest speaker, a local veteran, provided an inspiring and relatable message for students.

- High level of student respect and attentiveness during the assembly.
- **Areas for Improvement:**
  - Time management could be improved to ensure the assembly stays within the scheduled time.
  - Consider including a slideshow of veterans from the school community to personalize the event further.

**Action Items for Future Assemblies:**

- Send a call for photos and stories from veteran families earlier in the planning process.
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**4. Open Forum:**

- **General Suggestions:**
    - Include more student-led initiatives in future events.
    - Ensure all communication regarding events is bilingual to maximize family participation.
    - Consider adding childcare options during evening events to support working families.
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**Next Meeting:**

- **Date:** January 16, 2024
- **Time:** 3:00 PM
- **Location:** Secrist Middle School Library

**Adjournment:** The meeting concluded at 4:15 PM.