

Family Engagement Committee Meeting Minutes

Date: February 18, 2025

Time: 3:06 PM

Location: Secrist Middle School

Attendees:

Ms. Anderson, Ms. Brewster, Ms. Diaz, Mr. Phillips, Mr. Mack, Ms. Dean, Ms. Garcia

Agenda:

1. Changing the Heritage Festival to a Family Focused Event
 2. 4th Quarter SPIN/STEAM Night Check-In
 3. Open Forum
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1. Changing the Heritage Festival to Secrist GO (Game On!)

- **Rationale:** Ms. Dibiasio's departure impacted our ability to follow through with this event. Secrist teachers put forth the suggestion to hold a family focused event.
- **Date and Time:** Wednesday, April 2nd from 6:00pm – 7:30pm (tentative approval with Ms. Garcia)
- **Overview:** Game night style family event where attendees play various types of games connected to various academic content areas (teacher choice). Our goal is community building and family fun with an academic twist.
- **Key Activities:**
 - Play games
 - Community outreach booths
 - High School connections / recruitment
- **Action Items:**
 - **Outreach:** Committee members will reach out to families and local organizations to secure participants for booths and performances. This could include contacting the various departments at Student Services.
 - **Logistics:** Determine the flow of the event, number of rooms/teachers participating, and each rooms take-away.
 - **Volunteers:** Create a sign-up sheet for setup, cleanup, and event support. Utilize the Wednesday PD time for setup.
 - **Promotion:** Develop flyers and social media posts to advertise the event.

Next Steps:

- Confirm the date with Ms. Garcia on February 28.
 - Begin family outreach starts on February 28.
 - Schedule follow-up meeting to finalize details in mid-March.
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2. 4th Quarter SPIN Night Check-In

- **Proposed Theme:** “Innovate and Explore”
- **Date and Time:** Wednesday, May 7th from 6:00pm to 7:30pm (tentative approval by Ms. Garcia)
- **Overview:**
 - A hands-on evening focusing on all content areas.
 - Integration of community partners such as local colleges, tech companies, and museums.
 - Students will showcase content area projects and engage families in interactive curriculum 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. Utilized the Wednesday PD time for setup. Contact community members: TPD, local public library, high schools, etc.
 - **Promotion:** Use school newsletter and morning announcements to encourage family attendance.

Next Steps:

- Finalize partnerships by mid-April.
- Distribute event flyers by mid-April.

- Host a prep session in late April.
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3. Open Forum:

- **General Suggestions:**
 - Discuss possible future event, Family University, at a future FEC meeting.
 - Include more student-led initiatives in future events.
 - Ensure all communication regarding events is bilingual to maximize family participation.
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Next Meeting:

- **Date:** March 4, 2025
- **Time:** 3:00 PM
- **Location:** Secrist Middle School Conference Room

Adjournment: The meeting concluded at 4:04 PM.