

Meeting Title: Family Engagement Meeting

[Family Engagement]

Date: [Tuesday, November 18th 2025] Time: [3:00 p.m.] – [4:00 p.m.] Location: [Secrist Middle School Library] Facilitator(s): [Denisse Goatcher-Avila] Attendees: [Denisse Goatcher-Avila, Family Engagement Facilitator, Ms. Garcia, Principal, Mrs. Cirerol, Assistant Principal, Mr. Phillips, Teacher, Ms. Hatton, Teacher, Ms. Force, Teacher, Mrs. Alnajjar, Teacher, Mrs. Paul, Teacher, Mr. Mealing, Dean of Students]

1. Welcome & Purpose (5-10 minutes)

- Briefly state the meeting's purpose and desired outcomes.

The meetings's purpose is to discuss upcoming and previous events as a follow-through.

- Acknowledge and thank family members for their attendance and participation.

2. Icebreaker/Check-in (5-10 minutes)

- Start with a brief activity to build rapport and ensure everyone feels comfortable participating.

3. Review & Discuss Key Information (15-20 minutes)

The team discussed the food distribution family event details that would occur on November 24th. Families in need were given a Thanksgiving meal at the front entrance of the school.

- Share relevant academic or behavioral data with families.
- Explain specific school policies, programs, or goals that affect students.
- Provide resources or information that families can use to support their children.

4. Family Feedback & Input (15-20 minutes)

There was an art exhibit established in the library where parents came and created art with their kid.

- Open the floor for questions, feedback, and suggestions from families.
- Use guiding questions to encourage active participation and collaborative problem-solving.

5. Identifying Action Items & Next Steps (10-15 minutes)