

## ***Family Engagement and Communications Advisory Committee***

**Inman Middle School**

**Date: November 2, 2018**

**Time: 9 am to 10 am**

**Location: Inman Middle School**

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|--------------|---|-------|
| <b>I.</b>    | Call to order   |       |
|              | a. Volunteer to take minutes  |       |
| <b>II.</b>   | Introductions   | 9:05  |
| <b>III.</b>  | Approval of Agenda  | 9:15  |
| <b>IV.</b>   | Overview of charge and goals of the committee, actions to date                                    | 9:17  |
| <b>V.</b>    | Overview of the framework toolkit   | 9:20  |
| <b>VI.</b>   | School Assessment   | 9:25  |
|              | a. Review of sample size  |       |
|              | b. Actions items to increase sample as needed   |       |
|              | c. Round robin of items that stand out at this time   |       |
|              | d. Dr. Maxwell's analysis of current findings in relation to other school data and strategic plan |       |
| <b>VII.</b>  | Analysis of composition of committee  | 9:40  |
|              | a. Actions items needed for representation  | 9:45  |
| <b>VIII.</b> | Member roles and next steps for the committee   | 9:55  |
| <b>IX.</b>   | Adjournment   | 10:00 |