

Family Engagement and Communications Advisory Committee

Inman Middle School

Date: November 30, 2018

Time: 8:30 am to 10 am

Location: Inman Middle School

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| I. | Call to order | |
| | a. Volunteer to take minutes | |
| II. | Introductions and meet new members
(Anna will be arriving late) | 8:35 |
| III. | Approval of minutes | 8:45 |
| IV. | Approval of agenda | 8:50 |
| V. | Overview of charge and goals of the committee | 8:55 |
| VI. | Report back on recruiting for survey participation and membership where gaps exist | 9:00 |
| | a. Community (Amy) | |
| | b. Parents (Fred, Jean) | |
| | c. Staff (Anna) | |
| | d. Spanish translation | |
| VII. | Finalize timeline and roles for the survey push | 9:10 |
| VIII. | School Assessment | 9:20 |
| | a. Round robin of items that stand out at this time | |
| | b. Dr. Maxwell's analysis of current findings in relation to other school data and strategic plan | |
| | c. Discussion of items | |
| IX. | Member roles and next steps for the committee | 9:40 |
| | a. Spearheading the plan | |
| | b. Gathering input from particular stakeholders | |
| | c. Other roles? | |
| | d. Conference call in between meetings? (9:55) | |
| | e. Next meeting or regular schedule? | |
| X. | Adjournment | 10:00 |