

Roskruge Bilingual Magnet K-8 School
Family Engagement Team

Minutes 2023-2024

Meeting Date 3/28/2024 **Meeting Location:** School Community Liaison Office

Members present	Natalia Hoffman, Claudia Perez, Deborah Roche
Members absent	Melisa Bohlman, Aide Silva Cereceres, Chantal Ralls
Constituency group represented	

- I. Called to order at 1:30pm
- II. Approval of 2/15/2024 minutes
- III. Call to the audience

DISCUSSION NOTES

None.

IV. Reports

REPORTS TO REVIEW	Cafecito debrief
DISCUSSION NOTES	The family engagement team discussed the previous day's parent cafecito (3-27). Parents were engaged and asked questions about the upcoming testing schedule and changes to the dress code. For parents of K-2 students, information about testing was not relevant, so we discussed having more universal topics at future cafecitos. Other ideas included raffling produce or plants from the Roskruge garden and starting the meeting at 9:05am instead of at 9:15am. We will send a survey to participating parents for additional feedback and ideas for future cafecitos.
ACTION ITEMS	
	Create cafecito schedule for 2024-2025 school year Send survey link to participants

V. Action Items

ITEM TITLE	Outline/Review Family Engagement Plan for 2023-2024; 2024-2025
DISCUSSION NOTES	Goals for family engagement activities are described in both the Title 1 Integrated Action Plan, and the Magnet Improvement Action Plan. At the February meeting, we discussed creating a plan that combined both documents. After further review, we decided that the Magnet Improvement Plan will work as the framework for the family engagement team, as the strategies and goals are more straightforward, and are also inclusive of the items in the Title 1 Integrated Action Plan.
RESOLUTION	
The team will move forward with using the family engagement portion of the Magnet Improvement Action Plan.	

ITEM TITLE	Schedule Parent Focus Group
DISCUSSION NOTES	The group decided to schedule the parent focus group before the summer break, so that we can address issues at the start of the 2024-2025 school year.
RESOLUTION	
Natalia will schedule the parent focus group at some time in the first two weeks of May.	

VI. Discussion/information items

ITEM TITLE	Identify Questions and Facilitator for Focus Group
DISCUSSION NOTES	The focus group must be facilitated by someone not employed by/affiliated with Roskrige. Natalia connected with Teresa Cesare at FACE and confirmed that questions do need to be created by Roskrige staff and based on the results of the family engagement survey.
RESOLUTION	
Natalia Hoffman will engage a facilitator and draft the focus group questions.	

ITEM TITLE	Community Partnerships
DISCUSSION NOTES	Partnerships with community organizations positively impacts student outcomes. The family engagement team discussed the need for partnerships that can help families with basic needs, such as food, clothing, shoes, diapers, etc., as well as organizations that can support students in fostering literacy skills.
RESOLUTION	
Natalia Hoffman will contact organizations that address basic needs and literacy to establish/strengthen partnerships.	

VII. Submission of items for next agenda

- Parent Focus Group Questions and Facilitator
- 2024-2025 cafecito schedule

VIII. The meeting was adjourned at 2:00pm by Natalia Hoffman.