

Family Engagement Meeting Minutes

Date: 2/23/2026

Time: 2:45pm

Location: Conference Room

Facilitator: Lindsay MacLeod

1. Welcome & Introductions

- Greetings and introductions of staff and families.
- Purpose: Review upcoming family engagement events and drives.

2. Review of Focus Group Survey

- Feedback reviewed; key themes discussed.
- Next steps planned for improvements.

3. Fundraiser Update

- Cookie Dough Fundraiser: March 23 – April 6
- Vendor: Westland Company
- Flyers will be sent home.

4. Back-to-School Drive (July–August)

Requested Donations: water bottles, Clorox wipes, baby wipes, Lysol spray, Kleenex, underwear & shorts/pants (sizes 4–12).

5. Christmas Toy Drive (December)

- Planning introduced; families may donate toys.

6. Book Drive

- Held during For the Love of Reading Week.
- New or gently used books encouraged.

7. End-of-Year Food Drive

- Supports families during summer.
- Non-perishable items collected.

8. Questions & Open Discussion

- Families shared ideas and asked questions.

9. Adjournment

- Thanks to all participants.
- Next meeting date will be shared soon.