

HEAD START
Parent Meeting Minutes

CENTER: _____

DATE: _____

MEETING CALLED TO ORDER BY: _____
(CHAIRPERSON / OTHER)

APPROVAL OF PRIOR MINUTES:

MOTION MADE BY: _____

SECONDED BY: _____

APPROVED: _____ DISAPPROVED _____

GUEST SPEAKER/ TRAINING INFORMATION

SPEAKER / TRAINER NAME: _____

SPEAKER / TRAINER TITLE: _____

TRAINING TOPIC: _____

COMMENTS: _____

FAMILY ADVOCATE DISCUSSION TOPICS

GIVEN BY: _____

COMMENTS: _____

TEACHER(S) REPORT

GIVEN BY:

COMMENTS:

POLICY COMMITTEE / POLICY COUNCIL REPORT

GIVEN BY:

COMMENTS:

OLD BUSINESS

NEW BUSINESS

Item 1:

Item 2:

Item 3: _____

PARENT CURRICULUM: Nurturing Parent

PRESENTED BY:

COMMENTS:

PARENT COMMENTS / SUGGESTIONS:

MOTION TO ADJOURN:

MOTION SECONDED BY:

TIME MEETING ADJOURNED:

NEXT MEETING DATE:
