



DAVIS-ROMERO BILINGUAL ELEMENTARY MAGNET SCHOOL

Meeting Title: FE Team Meeting for Q1

Date: 9/24/25

Time: 8:45am – 9:45am

Location: Library

Facilitator(s): Andrea Espinoza, School-Community Liaison

Attendees: Andrea Espinoza, Stephanie Alvarez (CSP), Troyana Elgersma (Magnet Coordinator), Berenice Bautista (Librarian Assistant and Parent), Mayte Villegas (Parent), Miguel Baeza (Parent), Phoebe Lithgrow (Parent), Nathan Redwood (Parent), Arianna Escalante (Parent), Rachel Lipscomb (Parent), Cruz Silva (Parent), Ashley Ali-Osman (Parent), Jeanette Galbaldon (Parent)

1. Welcome & Purpose (5-10 minutes)

- Introductions
- Purpose: The FE Council assesses the strengths and needs around family, school, and community partnerships and current practices for school improvement. The Family Engagement Team includes a school administrator, teachers, school community liaison, other classified staff, parents or family members that represent the socioeconomic, linguistic, and cultural diversity within the school, and a community member.

2. Icebreaker/Check-in

3. Review & Discuss Key Information (15-20 minutes)

- **Review District Family Engagement Guidelines**
Council members oversee the district's distribution and data collection of the survey.
- **Review Family Engagement Team Plan (if available from last year?) Assign Tasks to Complete Family Engagement Plan**
Andrea is going to track down results from the FE survey from last year and share with council.
- **Create plan for participation by students, staff (100%), and parents/guardians in family engagement survey**
FE survey – last year's focus was on campus -communication with class dojo but moving to parent square per district. Link will be sent out to the whole school.
- **Plan a Curricular Focused Event for Semester 1, and host the event prior to December 19, 2025**
Math Science Night on November 21st (Friday)

4. Family Feedback & Input (15-20 minutes)

- Open the floor for questions, feedback, and suggestions from families.



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Q: What is the purpose of this meeting? A: Analyzing the data from the survey as a team. Planning an event for November to engage with the community. Identifying strengths and pitfalls for the school.

Q: What is a community member? A: Anybody who engages with the school community in any capacity.

Q: What does a parent do to engage with the council? A: Review survey results and voice feedback. Link will go out to the whole school for this school year.

Comment: One of the issues was communication was that parents felt blindsided by supports needed for students at February conferences and should have been informed of students' progress earlier so that they could have been better supported.

Comment: Something informing all parents of locations to where teachers and staff are located and where to enter the school. Communication needs to be streamlined to parents on other platforms besides Parent Square and Class Dojo (accessibility issue). Parent orientation should be made via Zoom and made available as a recording. Student council can come up with a video to orient students.

5. Identifying Action Items & Next Steps (10-15 minutes)

- **Discuss and agree on concrete actions that both the school and families will take.**
 1. **Steps to creating our own survey and disseminate to Davis – Romero school community specifically.**
 2. **Find and discuss survey results at next meeting (three points to pinpoint, survey results to be emailed to Team prior to meeting for review).**
 3. **Parent Handbook on will be posted on school website and other platforms this week (Sra. Alvarez and Sra. Elgersma will ask where it's posted and have it available at front office).**

6. Closing & Summary (5 minutes)

- Next meeting at November 19th @ 8:45am
- Thank you