

**CHILD/FAMILY SERVICES
PARENT MEETING MINUTES**

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Center _____

Date of Meeting _____

I. Welcome/Introduction _____

II. Icebreaker/Activity

III. Main Topic/Speaker

IV. Communications/Announcements

A. Center Staff Report _____

1. Classroom Activities/Parent Ideas _____

2. Enrollment/Attendance _____

B. Family Service Worker Update _____

Distribution: White - Center Yellow – Delegate/DO

C. Health Staff Update _____

D. Community Information/Community Partnerships _____

E. Policy Committee _____

F. Policy Council _____

V. Update on Local Program Goals _____

VI. Parent Ideas/Input _____

VII. Acknowledgments _____

Date of Next Meeting _____

Minutes Taken By _____

Meeting Translated By _____