

HIGHLAND RIM HEAD START
PARENT COMMITTEE MINUTES
CENTER _____

Type of meeting: _____ Regular _____ Special _____ Attendance
Date: _____ Time: _____ Location: _____
Called to Order by: _____

READING OF THE MINUTES

Read by: _____ Motion to approve made by: _____
Seconded by: _____ # For _____ #Against _____

OLD BUSINESS

1. Topic: _____
Motion (if any): _____
Made by: _____ Seconded by: _____
Discussion: _____
For: _____ # Against: _____ Motion carried? _____
2. Topic: _____
Motion (if any): _____
Made by: _____ Seconded by: _____
Discussion: _____
For: _____ # Against: _____ Motion carried? _____

NEW BUSINESS

1. Topic: _____
Motion (if any): _____
Made by: _____ Seconded by: _____
Discussion: _____
For: _____ # Against: _____ Motion carried? _____
2. Topic: _____
Motion (if any): _____
Made by: _____ Seconded by: _____
Discussion: _____
For: _____ # Against: _____ Motion carried? _____

CURRICULUM DISCUSSION AND PARENT SUGGESTIONS: _____

Upcoming Parent/Family Engagement Activities:

1. _____
2. _____

NEXT MEETING DATE: _____ Time: _____ Location: _____

TIME ADJOURNED: _____ **SECRETARY'S SIGNATURE:** _____