**Agenda**

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| * New Transitions Resources * Involving Families in Transitions – Level Sessions * Cohort Breakout * Celebrations * Level Discussion Share Out * Vertical Discussions * Enriching Your Experience * Reflection | **Handouts**   * Transitions: Professional Development   for Staff Facilitator’s Guide   * Conversations About Transitions * Students/Families Ask, Schools   Answer Facilitator’s Guide   * Transition Tips for 5th Grade Teachers   and Families   * Transition to High School 101 * Transition to Middle School 101 * Transition Mats * Let’s Talk Transitions and Transitions   Resources and Training   * Family Engagement Documentation   2010-2011 |

**Enriching Your Experience**

In order to “enrich” your experience before and after the Family Engagement Site Contact meetings, please complete the ***Enriching Your Experience*** checklist prior to the next meeting date.

**Documentation and Individual Projects**

**⬜ Review and update Family Engagement Documentation 2010-2011 form.**

Please notify Family Engagement Facilitator of any discrepancies and e-mail electronic copies of any missing documents.

**⬜ Submit your Family Engagement Team minutes.**

The expectation is that there is at least one Family Engagement Team meeting each month at every school. Please email minutes to your Family Engagement Facilitators after each meeting.

**⬜ Submit your Family Engagement Action Plan electronically to your Family Engagement Facilitator.**

**Building Capacity**

**⬜ Share *Let’s Talk Transitions* and *Transition Resources and Training* with Staff.**

Copy documents and put them in staff mailboxes or copy the contents of the letter into an e-mail

message and attach the Transition Resource Resources and Training document.

**⬜ Review current Partner list for your school and make 1 recommendation for a potential partner.**

Notice businesses, faith based organizations, etc. that lie within your school boundaries. Bring the

business name, address, and phone number of 1 potential partner to the January meeting.