**[Frederick W. Benteen Elementary]**

**Date: [November 4, 2019]**

**Time: [3:30]**

**Location: [Conference Room]**

1. **Roll Call**

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| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | Dr. Andrew Lovett | Present |
| **Parent/Guardian** | Dr. Tonya Sims | Present |
| **Parent/Guardian** | Ms. Vanessa Sanchez | Absent |
| **Parent/Guardian** | *Vacant* | Present |
| **Instructional Staff** | Mrs. Wilma Brightharp | Present |
| **Instructional Staff** | Ms. Kai Jackson | Present |
| **Instructional Staff** | Ms. Michelle Partridge | Present |
| **Community Member** | Mr. Jim Williamson | Present |
| **Community Member** | Mr. Lance Roberson | Absent |
| **Swing Seat** | Mr. Brian Bowers | Present |
| **Student** *(High Schools)* |  |  |

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** **Motion** [Passes]
   2. **Approval of Previous Minutes: Motion** [Passes]
   3. **Action Item 1:** [Approval of Agenda]

**Motion** [Passes]

* 1. **Action Item 2:** [Approval of previous minutes]

**Motion** [Passes]

1. **Discussion Items** *(add items as needed)*
   1. **Discussion Item 1**: Establishment of Family Engagement and Community Committee Resolution
   2. **Discussion Item 2**: Parent Member seat is vacant and needs to be filled
   3. **Discussion Item 3**: Sydney Ahearn: DLI I Pre-K update
2. **Information Items** *(add items as needed)*
   1. Principal’s Report: CCRPI
3. **Adjournment**

**Motion** [Passes]