Title I Parent Involvement Meetings/Workshops Summary Form

School: Dallas Elementary School

Title of Meeting/Session: Title 1 Annual Parent Involvement Meeting

Date(s): 8/23/12 Time(s): 8:30 a.m.

Presenter(s): Title Team (ILT, Title I teachers) Audience: Parents and Guardians

Please attach the following documents:

____ 1. Meeting/Workshop Summary Form

___ 2. Documentation of Notification
Must be dated with Month, Date, and Year and include time and location.

_____ Flyer
_____ Website Notification
_____ Newsletter
_____ One Call Phone Logs
_____ Minutes/Notes
_____ Invitations
_____ Brochures
_____ Emails
_____ Other _____

____ 3. Dated Agenda

____ 4. Dated Sign In Sheets with Name and Role of Participants
(ex. Parent, teacher, student, grandparent, community member, etc.)

____ 5. Handouts

____ 6. Dated Feedback Forms from Participants

Based upon the parent's evaluation of the session, what changes would you make if any?

_____
_____
_____
_____

Administrator's Signature: _____ **Date:** _____