

Direct Service Team Meetings

Date:

Present:

Facilitator/Note taker:

Topic:	Notes:
Added Agenda Items	
Family Gatherings Family Engagement Policy Council Volunteers	
Family Literacy	
Budget	
Technical Assistance Feedback and File Reviews	
Safety Monitoring, Health and Safety Checklist, Fire/Earthquake Drills	
Sharing from Health/Nutrition Advocate	
Sharing from Teachers Home Visits/Conferences Screenings/Assessments	
Sharing from Family Advocate Home Visits	
Classroom: child and family safety/supervision (Active Supervision)	
Attendance Report Enrollment	
Sharing from Supervisor	
Review Health Alert Review Pick up Alert	
Incident Reports	
Computer Data bases: PROMIS, Teaching Strategies Gold, ELMS, AEPS	
Important dates coming up	
Questions/Requests	