MINUTES
PARENT ORIENTATION MEETING

DATE: _____

CLASSROOM/CENTER: _____
TIME MEETING BEGAN: _____
ADA ACCESSIBLE: Y N

Mail roll and minutes to:
Family and Community Partnerships mgr.
SUU Head Start
P.O. Box 8985
Cedar City, UT 84720

1. Welcome and Introductions
2. Head Start overview

3. Election of:
   a. Parent Committee officers

   b. Policy Council rep and alternate

   c. Fatherhood rep and alternate

   d. Notification to ALL elected officers/reps of upcoming training dates
4. Parent Committee meetings
   a. "What is a Parent Committee meeting?"

   b. Parent Committee meetings to be held on the **1st Thursday of every month.**
5. The Building Emergency plan; location of parent pick-up point.

6. Questions, comments

7. Adjourn
8. Refreshments
9. How were parents notified about today's meeting? (Attach copy of notices.)

TIME MEETING ENDED: _____ MINUTES RECORDED BY: _____

F:ParOrientminutes/704