

Victor Central School District Committee Meeting
Meeting Minutes

Date and Time: September 17, 2018 @ 3:45-5:00 Location: Intermediate Building

Roles:

Facilitator:	Roni Puglisi	Minute Taker:	Amy Shannon
Time Keeper:	NA	Refreshments:	NA
Organizer:	NA		

Members: Aubrey Ahern, Shawn Baldwin, Mary Banaszak, Laura Dash, Theresa DeRycke, Ted ISham, Leah Kedley, Kelly Loughlin, Caitlin Mack-Elliott, Roni Puglisi, Cindy Riley, Amy Shannon, Kate Simplicio, Shawna Spriggs, Amanda Tripp

#	Topic/Subject	Person Responsible (if not all)	Time Allotted	Purpose/ Proposed Action				
				For Info	Work Session	Make Recommendation	Assign Task	Make a Decision
Opening								
1	Welcome/Call to Order							
2	Approve minutes of prior mtg dated: ____							
3	Review Agenda							
Guest(s) (if any)								
4								
Old Business-For Discussion								
5								
New Business								
6	Get names and email addresses			Names and email addresses are complete and accurate.				
7	Establish future meeting dates and locations – construction implications			Meet in HS Conference rooms for meetings. Meeting dates established and listed at the bottom of the minutes.				
8.	Develop Meeting norms, working agreements, visitor protocol			Decide as a team at October meeting.				
9	Goal discussion			Decide as a team at October meeting. Code of Conduct				
Closing 10 min.								
11	Review Assigned Tasks (Action Items)			Agenda for next meeting:				
12	Set agenda and roles for next mtg.			<ul style="list-style-type: none"> • Develop Norms, Working Agreements and Protocol • SDM Training Feedback 				

		<ul style="list-style-type: none">• Discuss Annual Timeline• Goal Discussion <p>Roles: Facilitator: Roni Puglisi Minute Taker: Amy Shannon Time Keeper: Leah Kedley Snacks: Mary Banaszak Organizer: Laura Dash</p>
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List future meetings:

October 24, November 28-December 12, January 23, February 27, March 20, April 24, May 29, June 12