Site Based Management Team AGENDA

DATE: 9/25/25 | **TIME:** 3:00 - 3:45 PM

Norms

Start and end on time. (Timekeeper)
Maintain minutes. (Notetaker)
Agenda 24 hours ahead of meeting.
Stay on topic. (Focus)
Ensure equal participation.
Make sure every member has an opportunity to share.

Determine action steps throughout the meeting.
Review action steps at the end of the meeting.
Have materials prepared when necessary.
Update groups with relevant information.
Parking lot.

NOTES

Attendance:

Content	Time	Information, Discussion, Decision, Product	Outcomes
Rebuild Updates - Rebranding Committee	3:00-3:05	Information, Discussion	
Recruit Parents **-Certified** **-Classified** **-Community Members** **-Parents** **-Principal**	3:05-3:10	Information	
Tax Credit Budget Update **-Field Trips** **-Clubs** **-Recess Staff**	3:10-3:20	Information, Discussion, Decision	
October Events	3:20-3:25	Information, Discussion	
Love Our Schools Day Ideas	3:25-3:30	Information, Discussion, Decision	
Walk On Topics, Questions, Concerns, Suggestions	3:30-3:45	Information, Discussion, Decision, Product	

Next Meeting: October 30th