

<b>Group/Team:</b>	School Governance - Sprague School		
<b>Location:</b>	<b>Date of Meeting:</b>	<b>Start Time:</b>	<b>Finish Time:</b>
Conference Room	9/19/2017	2:35	3:35

Attendance				
<i>(list names, titles of all members of team; insert X if member is in attendance for the meeting)</i>				
Name, Title	X			
		Shelby Goderre- Teacher		Angela Holmes-Community Member
Diane Bakewell- Principal	x	Kristina Martinez-Teacher	x	
Stephanie Carpentieri-VP		Kate Napolitano-Teacher	x	
Vjollca Demirali- Parent Liaison	x	Susan Kather-Parent		
Alana Lokites-Teacher	x	Keisha Zapatka-Parent		
Katie Brayton-Teacher	x	Angela Boyd-Parent		

Team Norms (subject to change; based on team decision):
<ol style="list-style-type: none"> <li>1. Be on time.</li> <li>2. Be an active listener.</li> <li>3. Stay on task.</li> <li>4. Phones on silent.</li> </ol>

Purpose of Meeting – (modify based on specific intent):
<p><b>PURPOSE:</b></p> <ul style="list-style-type: none"> <li>To develop shared understanding of the systemic framework tied to instructional efficacy.</li> </ul> <p><b>ESSENTIAL QUESTION(S):</b></p> <ul style="list-style-type: none"> <li>How do we create coherence and alignment across all levels of the school (district) in order to drive systemic instructional improvement to the classroom?</li> </ul> <p><b>Please bring with you:</b></p> <ul style="list-style-type: none"> <li></li> </ul>

Agenda Item	Time Allotted	Person Responsible
<ol style="list-style-type: none"> <li>1. Review Norms</li> <li>2. Welcome Back -share bylaws, compacts, parent involvement policy, parent election</li> <li>3. Family Events-September, October update</li> <li>4. Suggestions, questions (fundraiser)</li> <li>5. Next Steps: Vote on bylaws, elect officers</li> </ol>	60 minutes	Council Members

Meeting Minutes (taken by K. Martinez )
<ol style="list-style-type: none"> <li>1. Review Norms</li> <li>2. Welcome Back <ul style="list-style-type: none"> <li>- Share bylaws</li> <li>- Compacts will be handed out soon along with Parent Involvement Policy - waiting for the Spanish translation for the policy</li> </ul> </li> </ol>

**Governance Breakfast- September 29 , 2017 (9-10:30 am) we are getting the Attendance Award!!! Will discuss one achievement - Career Day - Kristina will speak.**

**Next month voting on bylaws**

**September Events: Welcome Back Ice Cream Social**

**October Events: International Night 19th ( songs with younger students, songs for older students) and have dancers and food**

**October MClass Information Sessions**

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Next Steps			
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Outcome	Evidence	Assigned to	Due Date
Vote on bylaws Elect Officers			10/10/17