

Group/Team:	Gilmartin School SGC		
Location:	Gilmartin School Conference Room	Norms Reviewed:	yes no
Date of Meeting:	, 2016	Start Time:	5:30 p.m.
Minutes Prepared By:	Amy Petruzzi	Finish Time:	6:15 p.m.

Attendance at Meeting (list all team members present or not and guests)

	Name	Position	Signature
1	Jennifer Dwyer	Principal	
2	Carol Marino	Vice-President/School Psychologist	
3	Lisa Klem	Special Ed Teacher	
4	Melissa Rockafellow	Parent	
5	Pia Petruzzi	2nd Grade Teacher	
6	Danielle Albert	President/Parent	
11	Katelyn Thibeault	Parent	
11	Amy Mancini	Parent Liaison	
13	Karen Griffin	1 st Grade Teacher	
14	Brenda Falcone	Special Ed Teacher	
15	Talisha Foy	Vice Principal	

Purpose of Meeting – Instructional Focus:

Updates and Discussion of Election Procedure as per By-Laws

Meeting Notes, Decisions, Issues, Next Steps

Recruitment of parents – in November meeting, we'll take a look at the by-laws to follow prescribed process of electing/replacing parent members.

Community Engagement – Consult *Bridge to Success* for possible partnering opportunities. Give Dan Ruocco a jingle regarding the bank's finance enrichment program for middle school.

School Compact edits – we'll review and update what we have K-5 and possibly add Wingman and new Mission Statement, leadership and contact updates.

School Safety Meeting – Safety Team will address parent query with staff regarding lockdown procedure/bathrooms.

