

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Group/Team:	Wilby School Governance Council		
Location:	Wilby Room	Norms Reviewed:	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Date of Meeting:	September 8, 2014	Start Time:	4:00
Minutes Prepared By:	Jennifer Hilbert	Finish Time:	5:00

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

	Name	Position	Signature
1	Pastor Barnes	Chairperson/Community member	present
2	Sharon Taylor	Guest	present
3	Lois Barbiero	Teacher	not present
4	Jennifer Hilbert	Teacher	present
5	Chelsea Slade	Teacher	present
6	William Walton	Teacher	present
7	Cheryl Adamson-Grant	Parent	present
8	Carmen Frontanez	Parent	not present
9	Reina Irizarry	Parent	present
10	Mary McInnis	Parent	present
11	Steven Colon	Student	present
12	Imran Husain	Student	not present
13	Antron Bailey	Student	not present
14	James Tolman	Administrator	not present
15	Michele Buerkle	Administrator	present
16	Rebecca Harmon	Parent Liaison	present

Purpose of Meeting – Instructional Focus:

1. To act in an advisory capacity to increase student achievement

Meeting Notes, Decisions, Issues

1. Introductions and welcome to members and guest, Ms. Buerkle!
2. Mission: Mr. Walton reviewed mission to increase parent and community involvement to generate higher student achievement.
3. Brainstorming/Long Range Planning: The committee discussed group's prior achievements, i.e. Wilby Showcase; ideas for current school year to include more promotional activities, i.e. possibly 2-3 events per year with first one synchronized with time of the sports rally occurring prior to Thanksgiving holiday; the second one could be near "the gathering" done each May to promote school events; possibility of enlisting National Honor Society to present to younger grades, i.e. elementary and esp. middle school levels. Further promotion to include relaying information to Ms. Farrell for Wilby Facebook page; getting involved with Autism Speaks in the spring. **Tentative date for Wilby Showcase is May 7, 2015**

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

4. Resignations/Elections: T. Mercado has resigned. New parents are interested. Election to be held for new representatives on September 30 @ the next faculty meeting. Results to be shared Monday at next School Governance Council meeting; A. Bailey and S. Colon indicated interest to serve.

5. Next meeting: Monday, October 6 @ 4pm in the Wilby room of the library.

Next Steps (Include action items)		
Action	Assigned to	Due Date
Election	Ms. Harmon	10/6/14
Plan Overview/Timeline of Council Events for Year	Pastor Barnes	10/6/14
Develop School Compacts	Mr. Tolman	10/6/14

Next Meeting					
Date:	October 6, 2014	Time:	4 – 5:00	Location:	Wilby Room
Agenda:	Election Results; Overview of Council Events for Year; Create/Finalize Wilby School Compacts				

Meeting Minutes guidelines:

- Publish Minutes within 48 hours of any meeting
- Minutes available to all stakeholders (e.g., binders, shared drive, e-mail, website)
- Send Minutes via email to all team members