

WATERBURY PUBLIC SCHOOLS

Meeting Minutes

Group/Team:	Crosby High School - School Governance Council		
Location:	Library Media Center	Norms Reviewed:	<input type="checkbox"/> yes <input type="checkbox"/> no
Date of Meeting:	October 27, 2015	Start Time:	6:08
Minutes Prepared By:	Kerry Coyle	Finish Time:	7:00

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

	Name	Position	Signature
1	Jade L. Gopie	Principal	Present
2	Simona Carter	Parent	Present
3	Kerry Coyle	Teacher	Present
4	Korena Graffam	Teacher	Present
5	Kelly Donohue	Teacher	Present
6	Rick Pecka	Teacher	Present
7	Michele Lucas	Teacher	Present
8	Kimberly Henderson	Parent	Present
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Meeting Minutes

Meeting Notes, Decisions, Issues

- I. **Call to Order** – 6:08 PM.
- II. **Attendance** – See Above.
- III. **Welcome and Introductions**
 - Each member, returning and non-returning, introduced themselves and their position within Crosby High School.
- IV. **Review of Team Norms**
 - Mrs. Gopie noted to omit the last team norm on the agenda because of redundancy.
- V. **Purpose of School Governance**
 - Mrs. Gopie stated the school governance council is an advisory to the principal.
 - The school governance council will also discuss school-wide data and operational issues.
 - Members have agreed to a 2 year term commitment; if a member cannot remain on the council an election will be held to replace him or her.
 - The council is comprised of 7 parents, 5 teachers, 2 community members, 2 students, and the principal.
 - The students elected to the council will be selected from the student council election.
- VI. **Community Partnership Recommendations**
 - Mrs. Gopie mentioned two community members who were interested in joining the school governance council.
 - Mrs. Gopie offered a brief background on the two candidates and after some consideration, it was decided more time was needed to come to a decision.
 - Kelly Donohue asked what skillsets the candidates needed to possess
 - Mrs. Gopie said the community member candidates should be familiar with the Waterbury area, possess effective public speaking skills, and be an advocate for the school.
 - Kelly Donohue mentioned friends who worked at Home of Hope as potential candidates; Rick Pecka also mentioned some local business owners who would be interested.
 - Mrs. Gopie asked for the names of possible candidates to be emailed to her before the next meeting on November 17.
- VII. **Review/modification of CABA Bylaws**
 - Mrs. Gopie began by providing the members a copy of the CABA Bylaws in order to modify, add, and/or omit certain items.

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- The length of the document prevented the council from reviewing its entirety and members were encouraged to look at the document on their own time before the next meeting on November 17.

Respectfully Submitted,

Kerry A. Coyle

Next Steps (Include action items)		
Action	Assigned to	Due Date
Send minutes to Mrs. Gopie via email.	Ms. Coyle	10/29/15
Send possible community member candidate names to Mrs. Gopie	All members	11/17/15
Review CABA Bylaws document	All members	11/17/15

Next Meeting					
Date:	November 17, 2015	Time:	6:00	Location:	Library Media Center
Agenda:	TBD				

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