

<b>Group/Team:</b>	Chase School Governance Council		
<b>Location Library</b>	<b>Date of Meeting:</b> November 14, 2019	<b>Start Time:</b> 4:00	<b>Finish Time:</b> 5:00

**Attendance**  
*(list names, titles of all members of team; insert X if member is in attendance for the meeting)*

Maria I. Zillo	x	Matthew Lent	x	Amy Kindt	X
Doreen Currier	x	Stephanie Gonzalez	x	Darlene Lertz	X
Maria Mantilla	x	Marie Croco	X	Alesia Foster	
Daniel Gorman	x	Sylvia Cartegena	X	Lena Ogrognik	
Joseph Commendatore	x	Steve Esposito		Stephanie Cummings	x
Miriam Giskin	x	Holly Oullette	X	George Neujaim	x

**Team Norms (subject to change; based on team decision):**

1. All meetings will start on time.
  2. Process for debate is defined by providing solutions.
  3. A specific agenda will be set for all meetings.
  4. All team members will agree to stay on specific agenda topics.
  5. Protocols to guide discussion are applied – i.e. guiding essential questions, parking lot, etc.
  6. Roles are clearly defined- e.g. facilitator, recorder, etc.
- IDT Rubric Task (note #s):**

**Purpose of Meeting – (modify based on specific intent):**

**PURPOSE:**  
To aide in the betterment of the school.

Agenda Item	Time Allotted	Person Responsible
<ul style="list-style-type: none"> <li>● <b>Fingerprint Cards</b></li> <li>● <b>Parent Teacher Group</b></li> <li>● <b>December 3rd food bank</b></li> <li>● <b>New Business</b></li> </ul>		
<p>Meeting Notes:</p> <ul style="list-style-type: none"> <li>● Forms have already been sent to parents for fingerprinting</li> <li>● Excitement about parent teacher group that is in progress</li> <li>● Neujaim and Cummings will once again do a coat drive and SGC will assist in distributing them to our students</li> <li>● Dec. 3rd food bank SGC will be spreading the word.</li> <li>● Meeting was adjourned</li> </ul>		

