

**SPC Meeting Minutes**  
**Scottsdale Parent Council Special Committee**  
**Wednesday, October 17, 6:00-8:00pm**  
**7124 N 79th Place, Scottsdale, AZ 85258**

**Members Present: Nikki Territo, Karen Gifford, Lara Palles-Shemen, Lisa Karnarish, Jan Voekle, Wendy Clifford**

- Meeting was called to Order by Nikki Territo @ 6:46pm
- Welcome and Introductions, Nikki Territo
- Minutes from last meeting (10/3/18)
- Discussion of membership packets and communications to Principals and PTOs. (Lara)
  - Principals will get job description and rationale for SPC voting members -
    - Lara making minor updates will be sent out within 48 hours.
- Member roadmap, onboarding. What is expected, how to get involved, (Lisa will develop draft)
- Member cards discussed, consensus was not to go that route yet due to time/money costs and no identified need.
- Committee chairs
  - Jan: Curriculum and Instruction (with Nikki) and Equity (with Susan)
  - Karen: Family partnerships, Prevention, Gifted
  - Lisa: Legislative
  - Lara: Communications
  - Calvin/Lara: Emergency Preparedness
  - Family Partnerships - Karen
  - Membership and Community outreach - Maryann
  - Sponsorship and fundraising - noone assigned (SPC Board for now)
- Each chair read document about chairing committees and start executing on it
- Each chair will send
  - what the goal of their committee is
  - What are next steps

- What are resources your committee needs
- Table Item 7 on agenda until more board members are present: Communications and filings (Lara)

Agenda for next week;

1. Membership and Committees (purpose and democratic process)
2. SOS

Next steps: Nikki will send committee descriptions to Board to review/revise and to let them know to review doc from Lara (on committee work).

Remainder of Agenda will need to be dealt with at future meeting as we ran out of time.

Meeting Adjourned at 8:08 p.m. Next Meeting will be public meeting 10/24/18.