

## Meeting Agenda

### Scottsdale Parent Council Executive Board

Monday, January 21, 2019; 6:00-8:00pm

1915 N. Cavalier Dr. Tempe 85281

1. Call to Order
2. Approve Minutes from Wednesday, November 14, 2018; and Monday, December 17, 2018
3. Maryann McAllen to resign as Secretary and Membership Committee Chair **\*\*Action item\*\***
4. Brehan King to be nominated as new Secretary and Membership Committee Chair **\*\*\*Action item\*\***
5. Treasurer's Report--Lara
  - a. Approve Interim Budget **\*\*Action Item\*\***
  - b. Approve Standing rules regarding treasury **\*\*Action item\*\***
6. Quick Review of the Communications Policy and Protocol that we approved at the December 17, 2018 meeting--Board will read, and Lara available to answer any questions
7. Quick review of the Member On-Boarding process that was approved at the December 17, 2018 meeting--Board will read, and Lara available to answer any questions
8. Quick review of the Privacy Policy that was approved at the December 17, 2018 meeting--Board will read, and Lara available to answer any questions
9. Discuss Future Executive Board Meeting Schedule **\*\*Action Item\*\***
  - a. Suggestion: Meet in-person one time per month and meet virtually one time per month (the virtual meeting should be shorter than the in-person meeting and serve the purpose of touching base with one another and quick updates)
  - b. Discuss best times and date for In-person meeting
  - c. Discuss best times and date for Virtual meeting
10. Mini Strategic Plan/Blueprint

- a. Brief discussion of Strategic Planning using the worksheets distributed prior to the meeting by Karen (discussion led by Karen)
- b. Establish Short-term Goals, SPC's MUST-DOs in 2018-2019 **\*\*Action Item\*\***
  - i. Assign specific tasks to each Board member that relate to their title responsibilities so as to accomplish our short-term goals for 2018-1019
- c. Discuss Long-term Goals, SPC's WISH LIST for the future
- d. Short explanation of Facebook groups and their purpose--Lara

#### 11. Committee Reports

- a. Note to Committees: When you have Committee meetings, please cc Karen and Nikki on your Committee meeting invites. Karen and/or Nikki will try to attend to keep in the loop. Also, please remember to take minutes at your Committee meetings and cc Nikki and Karen on the minutes when you distribute them to your Committee.
- b. Emergency Preparedness, Calvin Lowrie
- c. Gifted Education, Karen Gifford
- d. Membership Community Outreach, Maryann McAllen transitions to Brehan King
- e. Communications, Lara Shemen
- f. Exceptional Student Services, Wendy Clifford
- g. Family-School Partnerships, Karen Gifford
- h. Curriculum and Instruction, Jan Voelkel and Nikki Territo
- i. Equity, Susan Hughes and Jan Voelkel
- j. Prevention and Wellness, Karen Gifford
  - i. SUSD Wellness Committee Application and Process
  - ii. Look for upcoming vote via email to approve 3 Committee Representatives received from applications
- J. Legislative, Lisa Kanarish
- K. District Oversight, Lisa Kanarish

#### 12. Nominating Committee

- a. From Bylaws: 6.04 Nominating Committee. *By January 30 of each year, the President shall appoint an Executive Board Nominating Committee comprised of two members of the Executive Board, two members of the Executive Committee (Committee Chairpersons) and five Member School representatives: one from each SUSD learning community (this is the folks we need to find)*
  - i. Board to suggest School Representatives (5 with a couple alternates in case folks do not want to serve) to be on Nominating Committee  
**\*\*action item\*\***
  - ii. Four Executive Board members will need to volunteer to be on the Nominating Committee **\*\*action item\*\***
  - iii. Four Board members will share responsibility of inviting suggested 5 Member School Representatives to Nominating Committee (or turn to an alternate if a member turns down nomination)
- b. From Bylaws: 6.05 Nominations. *Nominations for the Executive Board shall be submitted by members in writing to the Executive Board Nominating Committee not less than 60 days prior to the annual May meeting of the members.*
  - i. We will need to have names in by March 15 and vote at the final meeting on May 15.

13. Discussion of Agenda Items for January 30 Public SPC Meeting

- a. Should we introduce (or read names of) each SPC school Representative?
- b. Patti Bilbrey, SUSD Nutrition
- c. Backpacks
- d. Treasurer's Report
- e. Committee Reports
- f. Dr. K questions
- g. Anything else?

14. Meeting to adjourn by 8:00 pm

15. Next Meeting: TBD