

## DISTRICT SHARED DECISION MAKING TEAM MINUTES

November 4, 1998

Present:	Dave Schneider ( Timekeeper) Bill Golden Lynn Everling ( Leader after 3:30) Lynn Gay Lynda Scribner ( Leader) Jim Cocola Laura Button ( Scribe) Kathy Holtz Joe Marinelli Chris Manaseri ( Minutes)	Excused:	Kathy Kerr Linda Orell-Fair Mattie Bicknell
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We began at 1:30, waiting for several members to arrive still. Laura volunteered to scribe. We reviewed names and representation, then the agenda and assigned times for portions thereof.

**Membership Update:** 2 students will continue to serve; Jeff Gilman will likely take Fred Zamperetti's place ( yet to be confirmed); we still need a new business rep. Business rep was assigned to Joe Marinelli to handle.

**Review of minutes** occurred without comment or revision.

### **Communications:**

- Copies of core team minutes were shared ( Voc and Adult)
- Annual reports from Voc ed and Adult & Continuing Ed were shared
- We need to complete an annual report to the BOCES Board as well ( preferably by December) This was placed on the parking lot, revisited later, and Chris volunteered to produce.
- Special Ed will be working with Judy Western on an annual report from that team.
- SDM process graphic replaces what is in older notebooks under District Plan.
- SDM booklet FYI from OCM BOCES. This is part of a grant they have developed.
- Dr. Marinelli shared two documents regarding revisions of Part 100 Regulations, including a response form which may be used to submit feedback to Albany directly.

**Ad Hoc Committee Report:** Lynn Everling reported for this group ( Lynn, Jim, Dave & Chris). Jim shared the graphic he plans to use to describe the purpose of SDM. We experienced technical difficulties with playing the video off the CD on SDM. We did take a look at the Powerpoint presentation Lynn developed & made changes. We assigned roles for Monday evening. Jim will re-do the agenda and survey forms in final draft. Lynn will make copies of the powerpoint slides. Jim will attend to housekeeping details. Committee members will try to arrive by 3:30. Only 25 expected so far.

The question was raised about the role of SDM at all levels of the Strategic Plan as it addresses student achievement.

We broke at 3:30 for a brief respite. Lynda left, Lynn E. assumed leader role.

We clarified details for Monday's joint meeting - snacks, nametags, copies of material etc.. Jim will handle these.

At 4 we moved to the **communication plan** and began discussing when, where, & how. The upshot is that we plan to accomplish several items from the plan at the joint meeting, and to publish a newsletter by January. We will devote a significant portion of our next meeting to the development of this newsletter. Jo Foster will be asked to attend the Joint Meeting on Monday and take some photos. She will also be asked to attend our December meeting as counsel. Chris will bring his laptop and we will try to compose our newsletter on the spot. We will need an in-focus machine!

\*Note for the record: Three more notebooks for members are needed.

Chris volunteered to prepare a draft of the annual report for our group and get it to Linda Foster ASAP for presentation to the BOCES Board in December.

**Next Agenda:**

- Review Joint Meeting
- Review Survey Responses from Meeting
- Review Annual Report
- Develop 1st Edition Newsletter
- Strategize Kick-Start of Special Ed Core Team

**Roles:** Leader- Bill Golden                      Minutes- Lynn Everling  
Scribe - Dave Schneider                      Timekeeper - Lynn Gay

The meeting was adjourned with reflections at 4:30 PM.