

**SLLIS Council – Planning Meeting
December 15, 2015**

Attendees: Dr. Jack Williams (Interim President), David Martineau (TFS), Deborah Rose (TIS), Erin Balducci Au (TCS), Lisa Dorner (TSS), Shannon Oberkrom (TSS), Ed O’Neal (Board rep)

Absent: Jeff LeFan (TCS), Nicole Tate (TFS)

Notes by: Lisa

1. Introductions: Each individual introduced him/herself, years at which school, brief story of experience at SLLIS.
2. Vision and Goals
 - a. The SLLIS Council will harness the energy and expertise of the whole community to meet SLLIS-wide needs by meeting the following goals:
 - i. Create a structure for SLLIS to utilize resources of the parent community.
 - ii. Enhance communication among board, administration, and parents.
 - iii. Share information across the School Advisory Councils.
 - iv. Facilitate and lead committees designed to meet needs across SLLIS.
(Committees can change over time, based upon SLLIS needs.)
3. Officers
 - a. Chair: Dr. Jack Williams
 - b. Recording Secretary: will be determined at next meeting
 - i. Take notes at each meeting, send to Dr. JW to send to community
 - ii. Send reminders about each meeting, time & place
4. Assign Task Force Leaders
 - a. Communications/Technology: Lisa
 - b. Facilities: Jeff/Erin
 - c. Development/Fundraising: Nicole/David
 - d. Enrollment: Shannon
5. Initial Activities:
 - a. Lisa will send notes to Dr. JW.
 - b. Dr. JW will send notice to parents about SLLIS Council creation.
 - c. Dr. JW will send notice to staff and explain SLLIS Council goals and possibilities to the four admin leaders of each Task Force.
 - d. In early January, each Parent Task Force Leader will meet with Admin Leader to discuss goals and priorities in each area.
 - e. At the next meeting, Thursday, Jan. 21, 7 pm, Parent Leaders will share goals/priorities with SLLIS Council; Council will provide feedback.
 - f. Secretary will combine all of the definite, initial tasks into one document.
 - g. Parents will bring these tasks/volunteer opportunities back to their SAC meetings, to find other volunteers; may also decide to share opportunities through Room

Parents/Captains, by posting on parent FB pages, sending home in SAC newsletters, etc.

- h. At subsequent monthly meetings, each task force will report activities completed, new activities to tackle.
 - i. Dr. JW will continue to keep larger SLLIS community (including parents and staff) informed of SLLIS Council events and opportunities via the new SLLIS newsletter and other communication venues.
6. Meeting Dates: Possibly every 3rd Thursday at 7 pm; will revisit on Jan. 21.
7. Other updates and exchange of ideas about parent engagement and feedback opportunities about future of SLLIS.