

## Horseheads Implementation Team Strategy Session

**Please Note:** *Kindly sign the attendance roster. Pick up materials.*

<b>Team:</b>	Implementation Team	<b>Minutes Taker:</b>	Kim Malone
<b>Date:</b>	May 20, 2013	<b>Facilitator(s):</b>	Shawn McDonough / Kim Malone
<b>Time:</b>	4:00 – 5:30 p.m.	<b>Location:</b>	Multi-Media Center

Item	Who	Time	Discussion/Notes
<b>1. Welcome</b> <ul style="list-style-type: none"> <li>• Agenda Review/Materials</li> </ul>	<ul style="list-style-type: none"> <li>• Shawn McDonough</li> <li>• Kim Malone</li> </ul>	4:00 – 4:05	
<b>2. Finalize Year Four Targets &amp; Key Initiatives for Site Specific Work</b> <ul style="list-style-type: none"> <li>• Review &amp; approve recommended changes to SI / KI / Action Plans for 2013-2014</li> </ul>	<ul style="list-style-type: none"> <li>• IT Members</li> </ul>	4:05 – 5:05	
<b>3. Finalize Operational Guidelines</b> <ul style="list-style-type: none"> <li>• Approve 2013-2014 Operational Guidelines</li> </ul>	<ul style="list-style-type: none"> <li>• IT Members</li> </ul>	5:05 – 5:25	
<b>4. Closure</b> <ul style="list-style-type: none"> <li>• Good of the Order</li> <li>• Next Meeting: June 3<sup>rd</sup></li> <li>• Future Meeting Dates: (for 2013-2014)               <ul style="list-style-type: none"> <li>➤ Sept 23<sup>rd</sup></li> <li>➤ Oct 28<sup>th</sup></li> <li>➤ Nov 18<sup>th</sup></li> <li>➤ Jan 27<sup>th</sup></li> <li>➤ Feb 24<sup>th</sup></li> <li>➤ March 24<sup>th</sup></li> <li>➤ May 19<sup>th</sup></li> <li>➤ June 9<sup>th</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• IT Members</li> </ul>	5:25 – 5:30	

*“Quality Education for All”*