

## Horseheads Implementation Team Strategy Session

**September 13, 2011; 4:00 – 5:30**

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

<b>Team:</b>	Implementation Team	<b>Minutes Taker:</b>	TBA
<b>Date:</b>	September 13, 2011	<b>Facilitator(s):</b>	Alice and Kim
<b>Time:</b>	4:00 – 5:30 p.m.	<b>Location:</b>	Multi-Media Center

**Please Bring: Strategic Plan Binder**

Item	Who	Time	Discussion/Notes
<b>1. Welcome</b> <ul style="list-style-type: none"> <li>• Agenda Review/Materials</li> <li>• Quick News/Notes/Round Robin (Scan Update)</li> <li>• Community Commentary</li> </ul>	<ul style="list-style-type: none"> <li>• Alice Learn</li> <li>• Kim Malone</li> <li>• Penny Ciaburri</li> </ul>	4:00 – 4:10	
<b>2. Operational Guidelines</b> <ul style="list-style-type: none"> <li>• Review Revisions Drafted</li> </ul>	<ul style="list-style-type: none"> <li>• Alice Learn</li> <li>• Kim Malone</li> <li>• IT</li> </ul>	4:10 – 4:25	
<b>3. Calendar of Work for IT</b>	<ul style="list-style-type: none"> <li>• IT</li> </ul>	4:25 – 5:05	
<b>4. Year One Targets</b> <ul style="list-style-type: none"> <li>• Celebrate/Reflect</li> </ul>	<ul style="list-style-type: none"> <li>• IT</li> </ul>	5:05 – 5:10	
<b>5. How Are We Doing?</b> <ul style="list-style-type: none"> <li>• Review of Strategic Intent</li> </ul>	<ul style="list-style-type: none"> <li>• IT</li> </ul>	5:10 – 5:20	
<b>6. Closure</b> <ul style="list-style-type: none"> <li>• Action Items</li> <li>• Next Meeting: Sept. 13; 4–5:30pm, MMC</li> <li>• 2011 – 2012 IT Meeting Dates:               <ul style="list-style-type: none"> <li>➢ November 15, 2011; 4 – 6pm, MMC</li> <li>➢ January 17, 2012; 4 – 6pm, MMC</li> <li>➢ March 13, 2012; 4 – 6pm, MMC</li> <li>➢ May 15, 2012; 4 – 6pm, MMC</li> </ul> </li> <li>• Good of the Order</li> </ul>	<ul style="list-style-type: none"> <li>• Alice Learn</li> <li>• Kim Malone</li> <li>• IT</li> </ul>	5:20 – 5:30	

*“Quality Education for All”*