



PBS FAMILY MEETING
Patrice Hardy, Facilitator
May 16, 2007
ROOM 2280 9:15 AM-2:00 PM

DESIRED OUTCOMES:

BY THE END OF THE MEETING, WE WILL HAVE A/AN:

- UNDERSTANDING OF DISTRICT IMPROVEMENT PROCESS THROUGH OCIPD.
- PLAN FOR PBS UPDATES SO THAT WE ARE CLEAR ON PURPOSE/CONTENT.
- AGREEMENT ON CONTENT OF BS PRESENTATION SO THAT WE CAN MOVE FORWARD WITH NEXT STEPS.
- UPDATE ON PBS CELEBRATION PLANS SO THAT WE CAN HOST AN EXCELLENT PARTY.
- UNDERSTANDING OF THE YEAR END EVALUATION PROCESS FOR COACHES.
- PLAN FOR DATES AND TIMES FOR TRAINING STRANDS ON ESCHOOLS SO THAT WE CAN PROCEED WITH PUBLICATION.
- AGREEMENT ON MODULE I CONTENT SO THAT WE CAN PROCEED WITH NEXT STEPS.

DESIRED OUTCOMES	WHAT	PRESENTER	TIME
UNDERSTANDING OF DISTRICT IMPROVEMENT PROCESS	THE FABULOUS DR. E. COLBERT	DR. COLBERT	30
AGREEMENT OF THE AGENDA AND MEETING PROCESS	<ul style="list-style-type: none"> • GROUND RULES • ACTION STEPS FROM PREVIOUS MEETING • +/d FROM PREVIOUS MEETING • DESIRED OUTCOMES OF TODAY'S MEETING • DECISION-MAKING METHOD REVIEW • AGREEMENT ON AGENDA 	PATRICE HARDY	5
PLAN FOR PBS UPDATES SO THAT WE ARE CLEAR ON PURPOSE AND CONTENT.	PBS UPDATES	BART ELLIOTT	30
AGREEMENT ON CONTENT OF BS PRESENTATION SO THAT WE CAN MOVE FORWARD WITH NEXT STEPS	BS PRESENTATION	LAURA PHIPPS	30
ATTEND TO PERSONAL NEEDS	BREAK- HANDLE YOUR BUSINESS		10
UPDATE ON PBS CELEBRATION PLANS SO THAT WE CAN HOST AN EXCELLENT PARTY.	PBS CELEBRATION	LAURA WINTER	10
UNDERSTANDING OF YEAR END EVALUATIONS FOR COACHES SO THAT WE HAVE CLARITY.	YEAR END EVALUATIONS	JOHN RINGO	10
PLAN FOR DATES AND TIMES FOR TRAINING STRANDS IN ESCHOOLS SO THAT WE CAN PROCEED WITH PUBLICATION	ESCHOOLS TRAINING STRANDS	BART ELLIOTT	15
UNDERSTANDING OF ANY MISCELLANEOUS ITEMS.	MISC: ▪	PATRICE HARDY	15



UNDERSTANDING OF ISSUE BIN ISSUES.	ISSUE BIN ISSUES	PATRICE HARDY	15
AGREEMENT ON THE OUTCOMES OF THE MEETING AND ANY ACTION STEPS. DRAFT DESRIED OUTCOMES FOR NEXT MEETING	REVIEW OF OUTCOMES AND ACTION STEPS	PATRICE HARDY	5
PLUS/DELTA ON THE MEETING.	EVALUATION OF MEETING	PATRICE HARDY	15
INGESTION OF FOOD	LUNCH		?
AGREEMENT ON MODULE I CONTENT	MODULE I	JOHN TOSCANO	30

Meeting should last 3.6 hours and be adjourned at 12:55.

Action Steps Generated – May 9

- ⌚ PYH, LP, and MMS can go to 3600 to get access to server. Save hard drive info prior to getting this change. LP is looking into purchasing an external hard drive for the 3 of them.
- ⌚ At a future meeting, we will discuss items going into shared folder, technology back up planning, and having monthly or bi-monthly tech updates.
- ⌚ Laura Winter will talk to John Ringo about inviting a reporter and calling on the News to the PBS celebration.
- ⌚ The Lauras will decorate the tables at the celebration.
- ⌚ Tasks for PBS Celebration will continue. Laura W. will send us dates and times via email that we can work on room preparation.
- ⌚ Mark calendars for Sept. 25 from 8-5 for AP Institute. We will revisit this training in order to prepare soon!
- ⌚ Laura W. will order prizes for Module One. She will make a list of ideal prizes and present to JR.
 - We will order office supplies for prizes at AP institute.
 - We also need prizes for Orientation.
- ⌚ Mitzi will check with Behavior Specialist team regarding prizes for Behavior Institute day one and check to see if they want to do prizes at FBA/BIP training.
- ⌚ Laura P. will draft big picture ideas PPT of Behavior Initiative workshop
- ⌚ JT will conduct light formatting of module 1 for LP.
- ⌚ We will use task distribution list as we develop Behavior Initiative workshop.
- ⌚ Patrice will get 2 dates for 07-08 PBS celebration to propose to JR and Dr. Burns.
- ⌚ Patrice will ask JR to send a reminder to teams who have not gotten team lists to Patrice and Bart for Eschools registration for modules.
- ⌚ See next meeting and future meeting points



PLUS/DELTA FROM PREVIOUS MEETING (5/9/07):

PLUS	DELTA
Meeting	
Location is wonderful	Very chatty and off task
Nice that we had a location	Patrice is bossy
Adjusted well to being “offsite”	Phipps needs more sleep
All were prepared	
Agenda out in timely manner	
Bart had fun!!! +	