

Hamilton-Fulton-Montgomery BOCES
Shared Decision Making Team Meeting minutes
June 11, 2009

Meeting time: 3:20 – 4:00 p.m.; Main Campus, C114 (Computer Lab)

Present: Shannon Argersinger, Tom Antis, Nancy Basile, Joe Cirillo, Lorry Hohenforst, Dale Hults, Darcy Izzo, Gary Kamp, Paula Mroz, Nancy Turnbull

Tom delivered copies of his responses to the questions asked at the April 28 SDM meeting. The team discussed those answers.

Tom is currently working on the CTE parent page, which will take him through the month of June. He will then begin work on the BOCES *Bits & Pieces* page. *Bits & Pieces* will include information of general interest; everything will go through Tom, and he will pass on to the appropriate people if necessary. Tom asked for the team's assurance that he will deal appropriately with any confidential matter. Tom also discussed that he will add a disclaimer for any of the information put onto *Bits & Pieces*.

Timeframe:

- Closing Day (6/25/09): Nancy T. will speak on behalf of the team. She'll mention that the page is coming, and bring a piece of intrigue to this. Tom is shooting to provide a graphic that he can project (but this may not happen, due to the CTC piece he's currently working on).
- 9/1/09: SDM team will meet from 12:00-1:00 to prepare for opening day launch
- Opening Day (9/8/09): The web page will be up and running, and Tom will be able to project for staff what it looks like, and how to access the page. Team members will have put some examples on...

It was also suggested that on opening day (or with first paycheck), employees be given a copy of the site address, so they have it handy to access.

Next Steps:

- *Bits & Pieces* social networking opportunity (HFM BOCES Facebook or LinkedIn page). Tom will be a "guardian of the gate"
- Review SDM plan, and revise (the state requires us to review every other year). The last plan was completed 2/27/08, so we're due by 2/27/10.

Next meeting:

September 1, 2009, C114, 12:00-1:00 (after new teacher/staff orientation)