AGENDA [Date]

**Department Team: Executive**

## Meeting Time & Place: Rush Room , 11:45am

**Attendees: Stephanie Hernandez, Cole McDaniel, Thanh Nguyen, Marissa Rosriguez, Melissa Duran, Stephanie Kwik, Fabi Pavia, Mrs. Rush**

**Meeting Purpose: Determine calendared meeting dates for year; go over binders and expectations, complete contract and contact form**

|  |
| --- |
| DISCUSSION TOPICS (15 min) |
| **Item 1 Regular Meeting Dates & Times (Rush):**- Days? Times? How often?**Item 2 Meeting in Your Teams (all):**- Deadline to have had first meeting? Protocol for setting meeting**Item 3 Contract****Item 4 Contact Info Sheet** |
| DECISION TOPICS: (10 min) |
| **None Today** |
| **ANNOUNCEMENTS/REMINDERS/ROUNDABLE** |
| - Pride in Tribe this Friday! Need helpers!- Tutoring Starting Thursday! |