

## **Site-Based Team Meeting Minutes for September, 26<sup>th</sup>, 2011**

**Start Time:** 3:05

**Present:** Stacie Phillips, Patti Werme, Justin Walker, Diana Fallahee, Terri Novaria, Brenda Marsh, Jim French, Michelle Mason, Bryan Hill, Rick Searing, Amy DiMaggio, Josh Bartz, Amy Meyer, Chris Andrews, Caryn King, Jerry Swoboda, Bonnie, VanEenaam, Susan Thole, Tony Moon, Matt Kamm, Mike Huber, Atul Dewan

**Ice-Breaker Activity:** One word that best describes Portage Northern!  
Commitment, huskie, passionate, supportive, achievement, student-centered, excellence, all-encompassing, community, vibrant, new, diverse, exhausting, families, global

### **Norms:**

1. Be on time (3:15). Start on time. End on time.
2. Our focus is what's best for student learning.
3. Items that can be handles via email will be handled via email.
4. Meeting agenda will have stated objectives (sent the week prior). Allow staff input for the meeting.
5. Norms will be posted.
6. Minimize phones, grading, and reading so we can be present, engaged and prepared. (use professional discretion)
7. Allow time for new business at the end of each meeting.

### **Mission Statement Discussion:** (small groups)

Shorter rather than longer

Supportive

IB learner or global language

Think. Learn. Do.

Think. Create. Do.

Brand marketing- stand out...thoughts?

Pyramid- marketing idea – IB

Bridging, building a bridge, future....

PNHS is committed to meeting the needs of all learners in a supported and committed manner.

To provide a safe and supportive environment for the education of all students to ready them to enter our global society.

**Huskie Award:** This month the award was given to Bonnie for her hard work with the English Department☺

**Google Docs:**

Capture PLC content, steps, information, and so on....

Attendance, members present and absent

Items of discussion

Date

Start time

Progress notes

Who's responsible for action

Agenda itself

Timeline

**XTS Discussion:**

Jim will be putting together a committee to discuss our implementation of XTS at Portage Northern.

Tardy Policy works!

REAL Huskie (respect, excellence, achievement, leadership)

**Meeting adjourned at 4:03!**