

Duclos School Council Meeting
AGENDA
September 24, 2024, 6:30PM @Duclos School

- 1. Call to Order**
- 2. Adoption of Minutes**
- 3. Meeting Norms**
- 4. Board Trustee Report**
- 5. Principal’s Report**
- 6. Foundation Updates**
- 7. New Business**
 - 7.1. Halloween
 - 7.2. Bus Driver Appreciation
 - 7.3. Staff Wish List
- 8. Topics for Next Meeting Consideration**
- 9. Next Scheduled Meeting**
- 10. Adjournment**

Time & Promptness	<ul style="list-style-type: none"> ● Agenda is to be provided to parents/guardians seven days prior to the meeting date. ● Items must be submitted to the chairperson no later than two weeks prior to the meeting. ● Meetings will begin promptly at 6:30pm and will not go past 8:30pm. ● If time does not permit full discussion of an item, a motion may be made to table the item for further discussion at another meeting or done via emails.
Communication	<ul style="list-style-type: none"> ● The chairperson must keep the discussion flowing in a collaborative fashion. ● Each item is entitled to a full and free debate by individual members, speaking one at a time.
Confidentiality	<ul style="list-style-type: none"> ● If an attendee begins to talk about another student, &/or staff member it may be deemed personal in nature. The chair/school administration will ask the attendee to refrain from talking about personal matters & suggest a personal meeting with the administration &/or appropriate staff members.
Assignments	<ul style="list-style-type: none"> ● Action items to be reviewed at the end of each meeting and again at the following meeting.
Expectations	<ul style="list-style-type: none"> ● Every member has equal rights. ● Only one subject may be discussed at a time. ● The chairperson is responsible for moving the meeting along in a timely manner and ensuring that no one person is monopolizing the floor.