

Clayton SEPAG Action Sheet – Agenda and Minutes

Members Present: Matt Fletcher, Nicolle Colache, Maria Riggio, Beth Sosnoski, Michelle Pampel, Greg Esposito Today's Date: 12/06/2018

Recorder: Greg Esposito Date/Time/Place of Next Meeting: 01/03/2019 at 6:00 pm in the Media Center

Agenda Item	Person Initiating	Summary of Discussion/Task List	Action Decision	Person to Follow Up	Target Date Completion
Remind Group	Greg Esposito	What information should be provided by Remind as opposed to email?	<ul style="list-style-type: none"> <li>- Will attach agendas/minutes to Remind group</li> <li>-Will email Remind link to group</li> <li>-Will have principals advertise for SEPAG on their social media sites</li> </ul>		
Mail Home Flier	Greg Esposito	Was the flier successful? How else should we advertise?	<ul style="list-style-type: none"> <li>- Table at special group nights</li> <li>- Start SEPAG Facebook group</li> <li>- Electric board reminder for SEPAG meetings</li> <li>- Post info on school website</li> <li>- Advertise in programs for school plays, sporting events</li> <li>- Hang flier in community businesses</li> <li>- Give parents SEPAG info at IEP meetings?</li> </ul>		
Survey for Group Goals	Greg Esposito	What questions should be included in the survey?	<ul style="list-style-type: none"> <li>- Bankbridge resources (sexual maturity)</li> <li>- Suggestion box at meetings</li> <li>- Survey for topics – send out with letter</li> <li>- Send remind</li> <li>- Learn about topics</li> <li>- Double size of group by end of year is identified as goal</li> </ul>		

Official Information Write Ups	Greg Esposito	Should we write up the information discussed last session (group rules, roles, goals, mission statement, etc.)? Where should that information be posted?	- Put on Facebook and website - Print for events		
<b>Possible Agenda Items for Next Meeting:</b>			<b>Odds and Ends List Next Meeting Date:</b>		
<ol style="list-style-type: none"> <li>1. Use survey to choose topic and look for speaker</li> <li>2. Add bullet point to flier</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>			<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> </ol>		