

Process for Developing Annual Schedule of Regular Meetings

1. The Collaborative will meet monthly except for July and/or August.
2. ~~The first meeting of each school year will be held in a location conducive to preparing for the annual kick-off meeting for the school year (to be requested by the Director).~~ *Meetings should be held in locations with Internet access to facilitate paperless meetings.*
3. *The meeting that falls closest to the date of the Fall Conference will be held at the conference site.*
4. The meeting that falls closest to the date of the ~~Annual~~ *Spring* Conference will be held at the conference site immediately following the conclusion of the conference.
5. Member school districts will alternate hosting the monthly meetings except as indicated above.
6. Regular meetings will be scheduled to begin at 10:00 am and adjourn by 3:00 pm.
7. The host district will provide refreshments and lunch.
8. The December meeting will include a luncheon for Superintendents of the member districts.
9. The annual meeting schedule may be modified by a majority vote of the members present at a regular meeting.
10. The Director will prepare a tentative meeting schedule in the spring for the following school year to be reviewed by Collaborative representatives.
11. The annual meeting schedule will be placed on the agenda for action at the next regularly scheduled meeting.