# Meeting Agenda

1. Call to order

Facilitator Name called to order the regular meeting of the Organization/Committee Name at time on date at location.

1. Roll call

Secretary Name conducted a roll call. The following persons were present: attendee names

1. Approval of minutes from last meeting

Secretary Name read the minutes from the last meeting. The minutes were approved as read.

1. New Business / Principal’s Report
   1. New business/summary of discussion
2. Accountability Funds
   1. Funding amount/ update
3. Surveys
4. Adjournment

Facilitator Name adjourned the meeting at time called