

**Shared Governance Committee
Minutes of Meeting 10-14-04**

Present: Paul Baker, Jim Kelly, Dixie Lewis, Barb Bills, Janeice Ives, Dirk Smid

1. Examination of a “structures” description by Janeice re School / Parent Relations:
Specific recommendations were made to Janeice that will also be applied to all structure descriptions.
 - a) Under the committee title, “A Standing Committee created by the Keystone Council.”
 - b) Before the mission statement: “According to the Appendix to the Keystone Council By-laws, the School / Parent Relations Committee shall address the following issues:”

4. Product
Product(s) expected from the standing committees will vary. Eg the School / Parent Relations Committee will create policies and procedures relating to Parent / Teacher Conferences.

Recorded by
Barb Bills