

**Minuteman Executive Team Meeting**  
**Thursday, September 8, 2016 1:00 pm**  
**Superintendent's Conference Room**

---

**AGENDA**

- 1. Review Minutes from September 1, 2016 Meeting**
- 2. Update on Blackboard Connect availability as well as Aspen,**  
**For example:** If we had a weather or school emergency is all student information updated.
- 3. Congresswoman Clark Visit October 5, 2016, Steve Sharek**
  - Academy Model
  - New Initiatives, Girls in STEM, Girls in Trades
  - Tour the building
- 4. CTE Updates, Michelle Roche**
  - CTE Staffing
  - Upcoming Events
- 5. Update on Digital Learning Curators, Annamaria Schrimpf**
- 6. Wednesday, September 21<sup>st</sup> Trial Run for True Advisory Time, Jack Dillon**
- 7. Business Office Update, Kevin Mahoney**
  - Building Maintenance Update
  - Personnel Update
  - 3 Year Capital Equipment Program