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***Minuteman Executive Team Meeting***

***Wednesday, November 29, 2017 1:00 pm***

***Superintendent's Conference Room***

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*AGENDA*

1. Review Minutes from November 16, 2017 Meeting
2. Kevin Mahoney
  - Finance Subcommittee Presentations
3. Jack Dillon
  - SRI Location on December 14<sup>th</sup> and 15<sup>th</sup>
  - Universal Field Trip Permission Form
4. Jack Dillon, Kevin Mahoney
  - Snap Fundraising
5. Annamaria Schrimpf
  - Use of the District Shared Drive
6. Edward Bouquillon
  - Calendar Planning Through December
7. Michelle Roche
  - Update New Orleans Trip
  - CPR Webinar