**School Name:**

**Date/Time:**

**Location:**

**Meeting Type (select 1):** Regular, Work Session, Dialogue Meeting, Committee Meeting

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| **Agenda Items** | Action Items (X)\* | Presiding Co-Chair | Presenter/ Resource Person |
| --- | --- | --- | --- |
| Welcome, Call to Order |  |  |  |
| * Training video – Member Roles and Responsibilities: [English](http://www.austinisd.org/sites/all/libraries/jwplayer/embd.php?v=CAC/CAC_Training_Member_Roles_Responsibilities.mp4&auto=1) and [Spanish](http://www.austinisd.org/sites/all/libraries/jwplayer/embd.php?v=CAC/CAC_Training_Member_Roles_Responsibilities_Spanish.mp4&auto=1)
* Training summary: [English](http://www.austinisd.org/sites/default/files/dept/cac/docs/CAC_Training_Member_Roles_Responsibilities_Summary.pdf) and [Spanish](http://www.austinisd.org/sites/default/files/dept/cac/docs/CAC_Training_Member_Roles_Responsibilities_Summary_Spanish.pdf)
 |  |  |  |
| Citizens Communications |  |  |  |
| Approval of Minutes  | X |  |  |
| Elect officers (at second meeting of school year) | X |  |  |
| Approval of CIP Professional Development plan (if not already completed) | X |  |  |
| Suggested Activities:* Data Available for Review:
	+ Benchmark ISIP (grd 1, 2, 5, 6, 7, 8)
	+ Dashboard (MS, HS)

*Refer to the Yearly Calendar for more data review options.* |  |  |  |
| Other CAC Business: |  |  |  |
| Adjourn |  |  |  |

\*Items that are marked indicate an expected action to be taken. However members may make

motions at any time during the meeting (e.g., in relation to and update of discussion).