



**Town of Southwest Ranches
School Education Advisory Board
Meeting Agenda**

Tuesday
December 13, 2016
7:00 pm

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330-2628

Board Members

Kathy Sullivan Leah McDonnell
Christina Brownlow Priscilla Prado-Stroze
Page Giacini Gwen Weekely
Debbie Green
Rosina Marrapodi-Bove

Council Liaison

Doug McKay

Staff Liaison

Ivette Solera

- A. ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. AGENDA AS FOLLOWS**
 - a. Excuse Absences- Rosina Marrapodi-Bove, Leah McDonnell**
 - b. Approval of Minutes-October 18, 2016**
- D. NEW BUSINESS- a. Ranchers of Distinction (please see attached)**
 - b. Food Truck Event**
- E. OLD BUSINESS**
- F. ITEMS FOR NEXT MEETING- January 9, 2017**
- G. BOARD MEMBER COMMENTS**
- H. STAFF COMMENTS**
- I. PUBLIC COMMENTS**
- J. ADJOURNMENT**

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD OR COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

RANCHERS OF DISTINCTION ITEMS FOR TONIGHT'S MEETING

- PROGRAM BOOK
- NOMINEE COORDINATOR
- BULLET POINTS
- HAIR & MAKEUP
- CALL FRIENDS FOR GREAT STORIES EVENT COORDINATOR
- CENTERPIECES
- COORDINATE TABLE PLACEMENT AND ROOM SET UP
- PROJECTOR AND RUNWAY
- MAKE SURE PHOTOGRAPHER IS SET
- TABLE NAMES AND CARDS
- COCKTAIL PARTY COORDINATOR
- BOOK DATE AT BARN
- SEND INVITATIONS
- PLAN REFRESHMENTS
- TAKE PICTURES
- GIFTS FOR NOMINEES