Minutes of SBP Meeting 11/21/19

Date and time: 11/21/19 08:00 am to 09:03 am
Present: Tony Stafford, Bob Bisson, Susan Crosby, Michael LoPresti, Melanie Scoggins, Stacey Metcalfe, Astrik Tenney, Jim Deprado, Michael Perham, Nancy Evanko, Donna Fortier, Tony Howard, Jennifer Griffith (for Dan Almasy), Samantha Courtney, Neil Slevin, Lhe Smith, Jennifer Miller, Tina Howle, Janet Clarke, Jeffrey Adam, Nicole Herndon, Tracy Jackson, Theresa Kurzeja
Phone: Amber Davison, Peter Kidd
Guests: None
Location: Room 102 A/B – LCPS Administration Bldg.

Discussion

1. Call to Order
   • Meeting called to order at 8:00 a.m. by Tony Stafford.

2. Approval Minutes from Previous Meeting
   • Decision - Motion to approve minutes from October 17, 2019 Meeting by Janet Clarke, seconded by Donna Fortier - Motion carried

3. Member Spotlight—Stacey Metcalfe, INOVA
   • Stacey asked to defer her presentation until next meeting—she will liaise with Jennifer Miller to get her presentation compatible.

Old Business
   • Job for a Day: Jennifer Miller gave a preliminary report on Job for a Day 2019. She will give a full report with survey results at the December 19, 2019 meeting.

New Business
   • Susan Crosby spoke about the awards committee and winners were posted on the screen
     5 Partnership Profile Awards
     2 Make a Difference Awards
     1 J. Hamilton Lambert Award
     3 recommendations for VSBA honorees
   • Tony Stafford motioned to approve the award winners, Bob Bisson seconded the motion, Motion Carried
   • Theresa Kurzeja spoke about the upcoming Career and Apprenticeship Fair. Deadline will be extended to December 15, and vendors are able to choose the location of their tables. Theresa will email out a flyer and a link to apply.
Feedback Activity—Tina Howle, Director, Instructional Programs

- A group activity relating to the 5 C’s of Collaboration: Communicator, Collaborator, Contributor, Creator and Critical Thinker was set up to allow committee members to review the current draft of the documents and provide feedback.
- Jennifer Miller will send the 5 C’s of Collaboration drafts out to the committee members so they can add to any feedback that they may have.
- These are early drafts, so please do not share these.

6. Adjournment

Tony Stafford adjourned the meeting at 9:03 am
Next Meeting is December 19, 2019