

BISHOP GEORGE AHR HIGH SCHOOL
ONE TINGLEY LANE • EDISON, NJ 08820

March 14, 2007

AFG Planning Team Meeting Minutes

Date and place- Wednesday, March 14, 2007- Conference Room, 1:00-2:00pm

Members Present- Sister Cynthia, Michelle Nice, Ann Marie Pacciano , Sharon Taub, Susan Paluskiewicz, Lynne Braine

Members excused- Irene Schrader, Harry Ziegler

- Sister Cynthia began with a prayer.
- Lists were distributed with the names of faculty who signed up to be a part of the Action/Implementation Teams- There was a discussion of the possibility of requiring all members of the BGA Community to be a part of one of the three teams. The Planning Team agreed that keeping the groups who voluntarily signed up was best for two reasons. First of all, the number of individuals for Action Teams recommended by Middle States is 6-15 and secondly, the people who signed up are those truly interested in working on these particular areas. The Planning Team will continue to discuss ways to get the remaining BGA staff to be a part of the AFG process, so that all members will take ownership. Ann Marie will send out an e-mail with the Planning Team's approval, listing possible meeting dates and offering one more opportunity to sign up.
- Should Action/Implementation Teams consist of the same members? The Planning Team agreed that those who signed up for the Implementation Team, should be a part of the Action Team, since that will help the flow of the program. Therefore, the teams will merge and Ann Marie will speak to Deacon Joe and Peg Collins about this.
- List with dates of possible meetings was discussed. Sister Donna met with Irene and presented a list of dates within the school day that AFG meetings might be conducted. The Planning Team suggested that once the Action Teams meet, they should find convenient times to meet as they did with the Standards Committee meetings. Dates presented are:
 - March 28 – 12:50-2:20
 - April 4- 8:00 – 11:30 working around TAP
 - April 18- 12:50-2:20
 - May 2- 12:00- 2:20
 - May 9- 12:50-2:20
 - May 17th – no Senior teachers have classes so those teachers may cover for those needed to meet
 - May 31- 12:00 noon dismissal, BBQ, Baccalaureate Mass-(Team realized this would not be a good day to meet.)

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- Examples of AFG Action and Implementation Plans were offered. Planning Team members may stop in Ann Marie's office to review plans from schools that we were a part of our visits as well as a plan from the AFG Middle States Manual.
- Planning Team members were encouraged to chair or be a part of the teams. Sister Cyndi offered to be a member of the Social Justice Team, and will recruit Sue Williamson to chair that team. Michelle Nice offered to chair the Academic Integrity Team. Ann Marie and Irene will discuss possibilities for the chair of the Math Team and Sharon volunteered to be a part of this team.
- Sr. Donna has mentioned the importance of every member of the BGA Community being a part of the AFG function. Michelle Nice strongly agreed with Sister Donna's thoughts stating that all BGA Faculty/Staff should actively be involved in some aspect of the AFG process in order to be equitable to all. The Planning Team will continue to discuss ways to encourage those who did not sign up for the Action and Implementation Teams to take part in an active role. Of course all members will implement the Social Justice and Academic Integrity objectives in some manner in their classes as well as other activities.
- How should we direct the Chairs? The Planning Team agreed that on Wednesday, March 28th there should be a faculty/staff meeting to Kick Off the next phase of Middle States. The Planning Team will organize this Kick Off at a meeting on Wednesday, March 21st. The deadline for completion of the Action and Implementation Plans is May 9th.

Next Planning Team Meeting is scheduled for Wednesday, **March 21, from 1:30 until 3:00 pm** in the Conference room

Minutes submitted by;
Ann Marie Pacciano