

### Work Session Minutes

- Minutes are a legal record of meetings and the organization.
- Minutes are a record of what is done at a meeting, not what is said.

### Minutes do not include

- Discussion
- Personal opinion
- Motions withdrawn
- Entire reports (rather attach to minutes)

### Minutes should include

Standing Committee Name, Date and Location of Work Session

Safe and Healthy Schools - NEISD 3/19/25

List of attendees (note presence of a quorum)

Edward Grese	Robin Scherfeld
Julie Magadance	Debbie Hamilton
Elizabeth Glazier	Anna Mink
Michelle Wilson	

Time work session was called to order

1:00

Approval of previous work session minutes

(Motion text and name of maker and seconded by & Status/results of motions)

Robin Scherfeld - make motion to approve.

Anna Mink provided 2nd

- minutes approved.

Current work session items (Motion text and name of maker and seconded by & Status/results of motions)

Cell phone policy @ NEISD -

~~Wald~~ would like to review track & to cancel by laws prior to approving ~~AS~~

1. SURVEY of principals/admin/teachers:

1. do you believe cell phones should be banned?

2. what is your concern?

3. mental health / academic performance?

2. survey of parents

3. Bradley/Nimitz - no phones, Bush in cafeteria

- how is it enforced?

4. what exceptions in place?

5. what happens @ violations?



## Future meeting items

Before sending survey -

- what is typical response rate?
- what is a GOOD response rate?
- what is our target?

\* District will send it out.

D will send it out and will respond

April 16<sup>TH</sup> - Bradley principal  
? Nimitz principal to come?

Survey finalized by 4/16.

Time work session was adjourned

130

Standing Committees have the flexibility to use a work session minutes template tailored to their needs, as long as it fulfills the minimum requirements.