

NAME \_\_\_\_\_

DISTRICT \_\_\_\_\_

### BOARD WATCHER REPORT

1. Date of meeting: \_\_\_\_\_ 2. Time meeting started: \_\_\_\_\_

3. Board members absent: \_\_\_\_\_

If you provide a narrative for key items, the office staff will send out a report to the members from your notes.

4. Speakers:

Agenda items:

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Non Agenda items:

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5. Major actions taken:

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6. Other items of interest:

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7. Time meeting ended: \_\_\_\_\_