

**Delaware State Board of Education
The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901**

**SBE Student Representative Selection Process
Committee Meeting Minutes
November 13, 2018
2nd Floor Lobby Conference Room
401 Federal Street
Dover, Delaware 19901
DRAFT**

I. Opening

Vince Lofink called the meeting to order at 1:04 p.m.

Subcommittee members present included Vince Lofink, Emily Cunningham, Tammy Croce, Kristin Dwyer, and Lydia Massey.

Others present included Jenna Ahner and Rick Lane.

A motion to approve the agenda for the November 13, 2018 SBE Student Representative Selection Process committee meeting was made by Emily Cunningham and seconded by Lydia Massey. The motion passed (5-0, Lofink, Cunningham, Croce, Dwyer, and Massey).

A motion to approve the minutes from the October 15, 2018 SBE Student Representative Selection Process committee meeting was made by Emily Cunningham and seconded by Tammy Croce. The motion passed (5-0, Lofink, Cunningham, Croce, Dwyer, and Massey).

II. Review and Discuss Draft Application and Selection Materials

The Committee reviewed and discussed the draft application and made suggested revisions to the document. The committee discussed the distribution of the application through multiple channels, including through districts, community-based organizations, student-based organizations, email, social media, and websites.

III. Review and Discuss Draft Process and Timeline

The Committee reviewed and discussed the selection process and timeline. They suggested the creation of a Student Member Screening committee to review applications and interview candidates. The Committee discussed opportunities to incorporate student participation into the screening process in future years.

IV. Public Comment

None

V. Adjournment

A motion to adjourn the November 13, 2018 SBE Student Representative Selection Process committee meeting was made by Lydia Massey and seconded by Kristin Dwyer. The motion passed (5-0, Lofink, Cunningham, Croce, Dwyer, and Massey).

The meeting adjourned at 1:59 p.m.