

St. Clair High Student Council

Committee Meeting Report

Date of Meeting:

Members Present:

Focus of meeting –What project(s) did you work on?

What was decided?

What important tasks **MUST** be done between now and the next meeting? Who will do them?

What information and/or materials need to be brought to the next meeting? Who will bring them?

Date, Time, and location of next committee meeting:

Signature of the Recorder