**Sylvan Hills Middle**

**Date: 2/15/2023**

**Time: 5:15 PM**

**Location: Virtual- Zoom**

1. **Call to order**
2. **Roll Call; Establish Quorum**
3. **Action Items** 
   1. **Approval of Agenda:**
   2. **Approval of Previous Minutes:**
   3. **Strategic Plan Review and Update** *(if not previously completed)*
   4. **Rank Strategic Priorities** *(if not previously completed)*
4. **Discussion Items** 
   1. **Review Budget Development Process**
      1. Review and update meeting calendar (*if necessary*) to meet District’s timeline *(draft budget must be completed prior to Staffing Conference and approval meeting cannot be held until after the Staffing Conference)*
   2. **Budget Allocation Presentation**
5. **Information Items** 
   1. **Principal’s Report**
6. **Announcements**
7. **Public Comment** *(if applicable)*
8. **Adjournment**